

*Dead Lake Township
PO Box 54
Richville, MN 56576*

Dead Lake Township Monthly Meeting Minutes

April 8, 2024

At 6:00 p.m., the meeting of Dead Lake Township Board of Supervisors was called to order by Supervisor Chairperson Kirchenwitz.

Present: Justin Kirchenwitz, Dave Ellingson, Duane Ard, and Dawn Lueders.

Absent: Tammy Trosdahl

There were two visitors in the audience. (See attached sheet)

The Pledge of Allegiance was recited by those present.

Monthly Meeting Minutes: Supervisors reviewed the March 2024 minutes. A motion was made by Ard and seconded by Ellingson to approve the March 2024 Meeting Minutes. Motion passed unanimously.

Financial Report: Lueders reported the figures for March 2024 as follows:

General Fund	\$ 16,242.21
Road & Bridge Fund	\$ 54,608.55
Township Equipment Fund	\$ 45,000.00
Fire Fund	\$ 2,831.21
Verizon Lease Payment	<u>\$ 2,688.05</u>
Total	\$121,370.02

Kirchenwitz made a motion to approve the March 2024 Financial Report. The second was made by Ellingson. Motion passed unanimously. Lueders reported that the numbers for March for CTAS agreed with the Bank Statements. Lueders reported that a total of \$1,519.24 was received during March 2024.

Bills for April: Lueders presented the bills for April 2024 to the Supervisors. After reviewing the bills, a motion was made by Kirchenwitz and seconded by Ard to approve the bills as presented. Motion passed unanimously. Kirchenwitz and Ard approved all bills, with Ellingson abstaining on the bill for Lakes Area Truck Repair. Motion passed. Ellingson will sign the paperwork for Conflict of Interest for Lakes Area Truck Repair because he is an employee, and the paperwork will be on file with the Clerk.

OLD BUSINESS

Grader Wing Stand: The wing stand has been delivered. Ard and Randy Knaust received the delivery of the Snow Wing cart and the representative from Snow Wing Cart helped and instructed them on how to remove the wing and reinstall the wing. The process took longer and was more complicated than expected. Removing and reinstalling will be easier when it can be done outside and when a different way to remove and reinstall the wing is figured out it will be easier. The cart will make the process easier, however the process will not be a one-person job.

REORGANIZATION OF THE BOARD

Deputy Clerk: Lueders informed the board of her decision to unappoint her Deputy Clerk Cheryl Harris at this time. Lueders also told the board that she will not be appointing a Deputy Clerk right now. Lueders can appoint a Deputy Clerk at any time in the future.

Reorganization of the Board: A motion was made by Ellingson and seconded by Ard to leave Kirchenwitz as the Chairperson. Motion passed unanimously. Kirchenwitz made a motion and Ard seconded to have Ellingson as the Vice-Chairperson. Motion carried unanimously.

Compensation: Compensation for the Town Officers will remain the same at \$80 per meeting and \$20 per hour plus mileage for business other than meetings. All expenses incurred during Township business need to have a properly signed claim form turned into the Clerk for payment. Election judge wages are to be set at \$30 per hour plus mileage. Clerk wages are set at \$30 per hour plus mileage. Treasurer wages are set at \$25 per hour plus mileage. Grader operator Randy Knaust's wages are set at \$36 per hour and Snowplow operator, Don Walz's wages are set at \$28 per hour.

Official depository will remain the same with United Community Bank. The official posting place in the Township will remain as the posting board on the outside of the Town Hall and the Perham Focus newspaper. The monthly meeting dates will remain on the second Monday of the month at the Town Hall at 6:00pm.

Appointments: Kirchenwitz made a motion and Ard seconded to have all appointments stay the same as 2023. Motion carried unanimously. Ard will be the noxious weed inspector. Kirchenwitz will continue being the liaison for the snowplow drivers. Ellingson and Ard will function as co-liaisons for the road grader operator.

NEW BUSINESS

Cozy Cove Liquor License: Lynn Gribble from Cozy Cove Resort was at the meeting to request Township approval for their On-Sale and Off-Sale of 3.2 Malt Liquor, and On-Sale Wine license. The request was looked over and Kirchenwitz motioned to approve Cozy Cove's Liquor License. Ard seconded the motion and it carried unanimously.

378th Street: Kirchenwitz received a phone call and an email from James and Jody Rose requesting Dead Lake Township to sign-off on vacating the cul-de-sac that is part of 2.5 acres they purchased and are wanting to build a shed on. The address is 37804 378th Street. The cul-de-sac is on private property at the end of the township portion of 378th Street. Kirchenwitz had Lueders draft a letter to James and Jody Rose informing them that the cul-de-sac is not within the authority of Dead Lake Township.

Road Closed Signs: The signs have been taken down and are in storage.

Road Tour: The Supervisors discussed dates for the Road Tour. It was decided to set the road tour for Saturday, April 27th. They will meet at the Town Hall at 7:00am. May 4th at 7:00am will be the second date in case the 27th does not work. Lueders printed the notice and will post it at the Town Hall after the meeting. Two requests were made for places for the Supervisors to look at on the Road Tour. One was a resident on Dead Lake Road with gravel in their yard. The second one was on Egret Road where there were issues with the road during the winter months from water standing on the road.

Election Results: Lueders reported that officially, David Ellingson won Seat C as Supervisor. The election results from the annual township election have been posted on the website and on the posting board at the Town Hall. The results were: David Ellingson receiving 82 votes and Jeffrey Wells receiving 16 votes.

Chloride: Rachel Lustila asked if the residents on 385th Street, that paid for part of the chloride last year, will be needing to pay anything this year to have chloride applied to 385th Street. Kirchenwitz informed her that the residents on 385th Street will not be paying for a portion of the chloride this year. Lustila also asked about the statement in the past that said some roads would have chloride applied for three years and then skip a year. The Supervisors informed her that the roads will get chloride applied every year.

Bank Signatures: Ard made a motion to remove Cheryl Harris from all bank accounts being she is no longer the Deputy Clerk. Motion was seconded by Ellingson. Motion carried unanimously. Lueders presented the letter for the Supervisors to sign.

Calendar Items: There were no calendar items at this time other than the road tour dates set at this meeting.

Housekeeping Items: There were no housekeeping items.

The mail received was laid out for the Supervisors to look at if they wanted.

The next regular Board Meeting will be held at 6:00 p.m. on May 13th, 2024, at the Dead Lake Township Hall.

Having no further Township business to conduct, Kirchenwitz motioned to adjourn the meeting. Ellingson seconded. Motion carried unanimously. The meeting adjourned at 6:39p.m.

Respectfully submitted:



Dawn Lueders, Clerk

Approved:



Justin Kirchenwitz, Chairperson

Date Range : 4/9/2024 To 5/13/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
05/03/2024	Arvig	Internet monthly fee	9706	\$86.95	100-49141-325-36	General Gov't Building and Plant Parking Lots	\$86.95
05/06/2024	United Community Bank	May loan payment	9707	\$1,000.00	285-41501-602- 285-41501-612-	Financial Administration Financial Administration	\$860.85 \$139.15
05/09/2024	Best Buy	annual renewal Microsoft 365	9708	\$107.36	100-41501-208-	Financial Administration	\$107.36
05/13/2024	Kris Engineering, Inc	130 teeth for grader	9709	\$939.10	201-43126-221-31	Road and Bridge Equipment	\$939.10
05/13/2024	Menards, Inc.	RUP W & G killer concentrate 64 ounce; orange pro marking paint	9710	\$223.86	100-41940-405-36 201-43122-491-40	General Government Buildings and Plant Unpaved Streets	\$206.88 \$16.98
05/13/2024	Minnesota Unemployment Insurance Fu	Unemployment Benefit Paid to Randolph Knaust - Quarter 1 of 2024	9711	\$2,537.48	201-49241-142-	Insurance - Unemployment	\$2,537.48
05/13/2024	City of Dent	First half of Fire Contract 2024	9712	\$7,800.00	225-42210-310-	Fire Administration	\$7,800.00
05/13/2024	Dave Ellingson	Mileage Reimbursement 60 miles @ .67 per mile	9713*	\$40.20	201-41110-331-34	Council/Town Board	\$40.20
05/13/2024	Dawn Lueders	mileage reimbursement for 156 miles @ .67	9714*	\$88.92	100-41425-331-34	Clerk	\$88.92
05/13/2024	Lake Region Electric Coop	Electric Bill - April 2024	9715	\$95.27			

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					100-41940-381-49	General Government Buildings and Plant	\$95.27
05/13/2024	PERA	Withholding for PERA May 2024	9716	\$607.22			
					100-41950-121- 100-41950-173-	Tax Payments Tax Payments	\$325.30 \$281.92
05/13/2024	Internal Revenue Service	Federal Withholding May 2024	9717	\$1,180.97			
					100-41950-127-	Tax Payments	\$1,180.97
05/13/2024	Lakes Area Truck Repair Inc	2 batteries for the grader	9718	\$969.06			
					201-43126-221-31	Road and Bridge Equipment	\$969.06
Total For Selected Claims				\$15,676.39			\$15,676.39



Dave Ellingson Town Supervisor

5/13/24

Date



Duane E Ard Town Supervisor

5/13/24

Date



Justin W Kirchenwitz Town Supervisor

5/13/24

Date