

Dead Lake Township

PO Box 54

Richville, MN 56576

Dead Lake Township Monthly Meeting Minutes

November 14, 2022

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, Arnold Gietzen, Dawn Lueders and Cheryl Harris

There were four people in the audience. (Sheet attached)

The Pledge of Allegiance was recited by those present.

October Monthly Meeting Minutes: Supervisors reviewed the minutes. A motion was made by Gietzen and seconded by Ellingson to approve the October 2022 Meeting Minutes. Motion passed unanimously.

Rodel Road and Rodel Trail Road Hearing Minutes: Supervisors reviewed the minutes. A motion was made by Kirchenwitz and seconded by Ellingson to approve the Road Hearing Minutes. Motion passed unanimously.

Financial Report: Harris reported the figures for October 2022 as follows:

General Fund	\$ 65,242.66
Road & Bridge Fund	\$ 119,695.51
Township Equipment Fund	\$ 15,000.00
Fire Fund	\$ 1,886.86
Verizon Lease Payment	\$ 1,694.08
Total	\$203,519.11

A motion was made by Kirchenwitz to approve the October 2022 Financial Report. A second was made by Gietzen. Motion passed unanimously. Harris reported that the numbers for CTAS agreed with the Bank Statement. Harris reported that a total of \$79,287.33 was received during October 2022. Harris reported that we need to transfer \$15,000 into the equipment fund as was approved at the annual meeting.

Bills for November: Harris presented the bills for November 2022 to the Supervisors. After reviewing the bills, a motion was made by Gietzen and seconded by Kirchenwitz to approve the bills as presented. Motion passed unanimously.

OLD BUSINESS

Supervisor's Road Tour:

Murray: Gravel from the corner to the turn-around. Supervisors noted that travel on this road has increased substantially. Motion by Kirchenwitz and second by Ellingson to add gravel. Motion carried unanimously. Gravel was approved. A letter will be sent to the U.S. Fish and Wildlife and DNR requesting donations to upkeep of this road as it has become increasingly used due to the turn-around installed by the DNR where the lake almost meets the road. Letters are being sent. Kirchenwitz spoke with DNR who informed him that there is grant money available for various purposes. Supervisors discussed the need to look into this and asked Harris to investigate and report back. Kirchenwitz checked with the local DNR to see if we could file early for 2024 since 2023 has already been decided. Report to follow. Kirchenwitz reported that according to the DNR being we have already started the process it will bump us up to the front for 2024. Kirchenwitz requested that this item be added to the April agenda.

360th St: Trees on south side of road between Egret and Govern. Kirchenwitz motioned with Gietzen seconding to hire Wells Excavating, LLC to remove as stated. Trees still need to be removed. Jeff Wells said he just received permission from owners to remove needed trees. Tree removal continues. In August, Wells Excavating, LLC was paid for 6 hours and said removal was ongoing. No report for September or October. Ellingson reported that he spoke with Jeff and he will be working on the tree removal again.

Rodel Drive/Trail: Kirchenwitz reported that the road hearing meeting was held on November 4th at 3:00p.m. at Rodel Drive and Rodel Trail. There were nine people present other than Kirchenwitz, Gietzen, Ellingson and Harris. The hearing was in response to their request to have Rodel Drive and Rodel Trail accepted as Township roads. Gietzen stated he feels the road is in good shape and acceptable. Kirchenwitz stated that the Township board has been working with Lyle Hovde since the spring when the petition was made to make Rodel Drive and Rodel Trail Township roads. Kirchenwitz stated that they have done everything we have requested. They widened the cul-de-sacs, and all the slopes are correct. Kirchenwitz did state that any gravel needs for the first two years will be at the expense of the residents on Rodel Drive and Rodel Trail. Ellingson said he feels those roads are done properly. Ellingson motioned with Gietzen seconding that we bring Rodel Drive and Rodel Trail into our Township as Township roads. Motion carried unanimously. Kirchenwitz said he will inform Don Walz to start plowing Rodel Drive and Rodel Trail. Harris will get the paperwork in to the County to get Rodel Drive and Rodel Trail recorded. Harris suggested that with winter coming, a letter should be sent to the residents on Rodel Drive and Rodel Trail concerning snow removal, stating that it cannot be left on the Township road or pushed across the Township road. She stated this is already in the letter we sent out earlier this year that all other residents in the Township. Kirchenwitz suggested sending the same letter but leave out the section about 480th and ATV's on the road. Harris will send the letter. There was discussion about signs for the roads. Kirchenwitz said we have a pile of signs and will go through them and ask Grant Graham to install signs on Rodel Drive and Rodel Trail.

395th Street Beaver Problem: Gietzen reported that on 395th Street the water is down and there is no sign of any nuisance beaver right now. On 395th Street, the beaver leveler will be going back in once it has a few repairs done to it.

Beaver Dam Road Beaver Problem: Gietzen stated that the beaver nuisance is gone here now and wants to look at maybe putting this leveler in next spring. The problem is that we have a 4 foot culvert and only an 18 inch leveler. No matter which way the leveler gets put in the culvert will not be fully covered. This will be put on the April agenda.

Lake Access Road: Kirchenwitz stated that he asked three different people for quotes for signs. Kirchenwitz was told to get more specific signs that go along with the ordinance. There will be one placed on the highway that will say, boat launch only, no parking. That will help remove some of the responsibility off of the Township. Kirchenwitz will get signs and then get in touch with Graham to install the signs.

Central Specialties: They ground 20 tons of gravel for us. Central Specialties asked us to chain and lock the gates once they were done to help prevent people from coming and helping themselves. That is just what happens when there are huge piles. Kirchenwitz and Gietzen put chains and padlocks on the gates when Central Specialties was done. Kirchenwitz reported that it is a good deal for us as Central Specialties' is piled up on the hill for their use. If we run out of our pile we may be able to purchase their pile at the same price we paid now.

Mileage for Township: Our certified mileage states that the County has 36 miles for Dead Lake Township and that number determines our allocation from the state. Harris went into the GIS maps on the county website and measured each Township road. Rodel Drive; Rodel Trail; 390th Street; and Ruddy Duck Road were added to the other Township roads. Harris stated that with these roads added, our new mileage is 43.07 miles.

Tow Trucks for winter: Ellingson reported that he spoke with Daggett Trucking out of Frazee and they will come and pull out snowplows if we need them to. Kirchenwitz told Ellingson to have Walz call him first if he gets stuck. Kirchenwitz would try to get him out with the other plow truck first to avoid a towing charge.

Edna Township: On 400th Street shared with Edna Township neither Gietzen or Ellingson were able to attend last month's meeting. Dennis Sazama called Kirchenwitz and requested someone be at their meeting tomorrow night. Sazama stated that they want to pay the bill; they just want an explanation of the charges. Gietzen said he will attend the Edna Township meeting on Tuesday, November 15th. Harris had a copy of the bill and the letter for Gietzen to have for the meeting. Report at next meeting.

Rush Lake Township: We received an email from Rush Lake Township regarding the tree removal we had done on 400th Avenue. In the email, Rush Lake stated that according to the Town Road Agreement, each Township is responsible for the removal of their own brush and trees on their side of the road. Dead Lake Township did not ask for prior approval from the Rush Lake Board before doing the work which is in the town road agreement as well. Kirchenwitz asked Harris if the bill breaks down which side of the road the work was done on. Harris stated the bill does not have it written on and that what Rush Lake's portion is equals only about ¼ of the whole billing. Harris will email Kirchenwitz a copy of the billing. Kirchenwitz stated that we should be more diligent and talk with neighboring Townships, before we start work on their side.

Road Grader: Ellingson stated that he called the lab about the oil samples last time and the reports were sent to the town hall address. Being there is no mail service at the town hall, they were probably returned. Ellingson said the work on the grader has not started yet. He will make sure they get new oil samples and have them sent to the lab. Kirchenwitz said that once the work is done on the grader, Al Sazama said he will put the wing on it and get it parked in the shed. Kirchenwitz was told by Sazama that all the parts are there for the wing.

Red Snow Plow: Kirchenwitz said he parked the plow outside for a little bit while he went to get the bobcat to load sand/salt. When he came back there was quite a sizable puddle under it. He also noted that it doesn't go into reverse very easily. Kirchenwitz said once the grader is back the red plow truck should probably be looked at.

340th Street: Harris stated that Dead Lake Township is responsible for maintenance on the even years.

Snow Fences: Kirchenwitz and Gietzen put up the snow fences. The one for Hackberry Point doesn't have enough room to be set back far enough, so that one was not put up this year. There was discussion about residents down there that come up for the weekend in the winter and don't plow their driveways. They park out on the road and make it difficult for Walz to plow the road. Kirchenwitz suggested that Walz talk to them about moving their vehicles off the road. If he does one side of the road, that would give them time to move off the road before he comes back to plow the other side.

MAT Training Sessions: Harris stated that they are hoping to have one in Fergus Falls in December regarding Clerk and Treasurer year-end reporting. Harris and Lueders will plan on attending if MAT has a training session closer.

Receipt of minutes: Harris stated that Jerald Leyde sent a letter stating he would like to continue to receive the minutes from the meetings via email.

NEW BUSINESS

Road closed signs: Kirchenwitz said he will get them up after December 15th.

Carlson SV Letter of Engagement for 2022 Audit: Harris stated that we don't know the threshold for an audit until February 1st. Harris also stated that if the ballot question to split the Clerk and Treasurer positions we could still be audited in 2024 for 2023.

Upcoming Items on the Calendar:

Absentee Ballots: Before December 6th we need to appoint where the absentee ballot voting will be on March 12th, 2023. There was a motion by Kirchenwitz and second by Gietzen to have the absentee ballot voting at Cheryl's house from 10am-12pm on March 12th for the annual Township election. Motion carried unanimously.

Designation of Polling Place for Dead Lake Township: There was a motion by Kirchenwitz to have the Town Hall as the polling place for elections for 2023. There was a second by Ellingson. Motion carried unanimously.

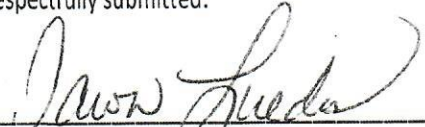
Housekeeping Items:

Harris will have the notice published about the question being on the ballot at the annual election to split the Clerk/Treasurer position into two separate ones. Harris did send the ballot question to the Auditor's office. Harris will also publish the notice of the term of Supervisor that will be on the ballot for the annual election. There will not be a board meeting in December unless there is an emergency to the safety and well being of Dead Lake Township.

The next regular Board Meeting will be held at 6:00 p.m. on January 9, 2023 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 6:36 p.m.

Respectfully submitted:



Dawn Lueders, Deputy Clerk/Treasurer

Approved:



Justin Kirchenwitz, Chairperson

Date Range : 10/14/2022 To 11/14/2022

<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>
10/28/2022	Menards, Inc.	8" xtrme cable tie (400); 11" xtrem cable tie (40); 4'x100' safety snow fence (5)	9356	\$296.57	201-43101-391-	Highways, Streets & Roadways	\$296.57
11/14/2022	Performance Paving & Sealcoating, L	Asphalt repair on 360th St	9358	\$1,700.00	201-43101-407-801	Highways, Streets & Roadways	\$1,700.00
11/14/2022	Mark Seaton	Election judge training/election judge/mileage	9362	\$135.63	100-41410-112- 100-41410-331-34	Elections Elections	\$112.50 \$23.13
11/14/2022	David Stang	Election judge training/election judge/mileage	9363	\$168.75	100-41410-112- 100-41410-331-34	Elections Elections	\$162.50 \$6.25
11/14/2022	Jocelyn Kerr	Election Judge; mileage	9364	\$168.75	100-41410-112-34 100-41410-112-	Elections Elections	\$6.25 \$162.50
11/14/2022	Becki Hexum	Election judge training; election judge/mileage	9365	\$245.00	100-41410-112- 100-41410-112-34	Elections Elections	\$212.50 \$32.50
11/14/2022	Mildred Stang	Election judge training; election judge; mileage	9366	\$168.75	100-41410-112- 100-41410-112-34	Elections Elections	\$150.00 \$18.75
11/14/2022	Karen Seaton	Election Judge, mileage	9367	\$148.13	100-41410-112- 100-41410-112-34	Elections Elections	\$125.00 \$23.13
11/14/2022	Derene Johnsen	Election Judge;mileage	9368	\$215.63	100-41410-112- 100-41410-112-34	Elections Elections	\$206.25 \$9.38

Date Range : 10/14/2022 To 11/14/2022

<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>
11/14/2022	Joan Varholdt	Election Judge/Mileage	9369	\$211.25	100-41410-112-34 100-41410-112-	Elections Elections	\$5.00 \$206.25
11/14/2022	Kathy Baker	Election judge; mileage	9370	\$165.00	100-41410-112- 100-41410-112-34	Elections Elections	\$156.25 \$8.75
11/14/2022	Megen Kirchenwitz	Election Judge; mileage	9371	\$132.50	100-41410-112- 100-41410-112-34	Elections Elections	\$131.25 \$1.25
11/14/2022	Lakes Loader Service, LLC	20 yds class 5 on 370th St by culvert	9372	\$380.00	201-43122-406-802	Unpaved Streets	\$380.00
11/14/2022	Lake Region Electric Coop	Electric Bill - 2022 October	9373	\$45.90	100-41940-381-49	General Government Buildings and Plant	\$45.90
11/14/2022	Fergus Falls Daily Journal	Ordinance & Road Hearing Publication	9374	\$1,097.26	201-43101-348-721 201-43101-348-722 201-41130-351-719	Highways, Streets & Roadways Highways, Streets & Roadways Ordinances and Proceedings	\$240.63 \$240.63 \$616.00
11/14/2022	Forum Communications Company	Publish Ordinance and Public Hearing	9375	\$672.85	201-41130-351-719 201-43122-348-721 201-43122-348-722	Ordinances and Proceedings Unpaved Streets Unpaved Streets	\$467.05 \$102.90 \$102.90
11/14/2022	MATIT	Workman's Comp Package 2023	9376	\$701.00	100-49242-151-	Insurance: Commerical Package/Officer Bond	\$701.00
11/14/2022	PERA	PERA deductions for employees November 2022	9377	\$598.34	100-41950-121-111	Tax Payments	\$320.54

