

*Dead Lake Township*  
**Town Board Meeting Minutes**  
**May 9, 2022**

At 5:00 p.m., the meeting was called to order.

**Present:** Justin Kirchenwitz, Arnold Gietzen, Dave Ellingson and Cheryl Harris

There were 10 people in the audience. Sign In sheet attached.

The Pledge of Allegiance was recited by those present.

**April Monthly Meeting Minutes:** Kirchenwitz made a motion to approve the April 2022 meeting minutes with a change to the wording of "admitted" to "informed him" in the complaint paragraph. Ellingson seconded the motion. Motion approved unanimously.

**Emergency Meeting Minutes:** Ellingson made a motion to approve the Emergency Meeting Minutes of April 23, 2022. Gietzen seconded. Motion approved unanimously.

**Financial Report:** Harris reported the figures for April as follows:

General Fund	\$ 21,649.23
Road & Bridge Fund	\$ 128,623.90
Township Equipment Fund	\$ 15,000.00
Verizon Lease Payment	\$ 5,389.64
Fire Fund	\$ <u>2,687.03</u>
Total	\$ 173,349.80

A motion was made by Kirchenwitz to approve the April 2022 Financial Report. Gietzen seconded. Motion passed unanimously. Harris reported that a total of \$3,994.28 was received during the month of April 2022. Harris reported that the accounts balanced with the bank statements.

**Bills:** The Clerk presented the May 2022 bills for approval. After discussion, a motion was made by Gietzen and seconded by Kirchenwitz to approve the May bills. Motion passed unanimously.

**OLD BUSINESS**

**Quotes:** Kirchenwitz will reach out to Carr's to get a spraying quote for the whole township and other quotes as needed indicated by comments to the Supervisor Road Report (on separate document; copy attached to minutes).

**Road Tour:** Supervisors met on April 23, 2022 to do the Road Tour, but rain prevented the Tour. A notice was posted the same day to delay the Road Tour one week. Supervisors met on April 30, 2022 to complete the Road Tour. (Separate document).

**Noxious Weed Meeting:** Gietzen reported he attended the meeting and has the necessary information and paperwork to proceed as the Noxious Weed Inspector for the Township for 2022.

**Census Bureau Report:** Harris reported that the Census Bureau Report had been completed and submitted prior to deadline. Complete.

**EMS Meeting:** Harris reported that she attended the meeting as no supervisor was available. She told the Board that the meeting consisted of asking the members to authorize more funding for salaries since a study was done of the surrounding area and statistics found that Perham EMS is among the lowest salaries paid. It was determined that employees are taking extra shifts at area EMS because of higher pay. For quite some time, only two employees have picked up our extra shifts and are worn out. These extra shifts numbered nearly 20 per month. One member made a motion to increase the salaries by 12%. The motion was seconded and passed. This increase will come out of the surplus funds available. The other topic was the possible need for setting up a special tax district for the Joint Powers members of the Perham EMS in order to obtain the needed funds to keep the EMS running smoothly. The other option is to dissolve the Joint Powers and allow the EMS to be overseen by the County. Another meeting will be held in August 2022.

**Chloride:** Harris passed out the temporarily updated Chloride List for 2022. Supervisors decided to do Dead Lake Road and Beaver Dam Road in full to determine if this would lead to better gravel control on the roads. Both are heavily used during the spring, summer, and fall. Kirchenwitz made a motion to accept the requests of those residents noted on the temporary list for 2022 and the roads the Township wants done. Ellingson seconded. Motion carried unanimously. Any requests received from this date on will be considered if received prior to chloride application.

**Fire Extinguisher Inspection:** Kirchenwitz questioned if the fire extinguishers in the snow plow trucks are inspected during a DOT Inspection. Ellingson confirmed they were.

#### **NEW BUSINESS**

**Dan Bucholz:** Mr. Bucholz was present to address the Board on the importance of gravel tax issues being discussed on the County level. He also informed those present that he would be running again for District 1 Commissioner in the November election. Complete.

**Rodel Drive:** Lyle Hovde was present along with another resident to ask if the Township will adopt the road if the upgrades are made. Mr. Hovde was told that there was no guarantee that the road would be accepted even if the upgrades were made, but that the Board was interested in working with the property owners along Rodel Drive. Gietzen made a motion to meet Mr. Hovde and other property owners along Rodel Drive on site on May 21, 2022 at 9:00 am. to view the road and discuss options. Kirchenwitz seconded. Motion approved unanimously.

**Resignation of Clerk/Treasurer Kim Wells:** Kim Wells submitted by email her resignation to Kirchenwitz. Wells resignation was to be effective immediately. Complete.

**Request for Electronic Minutes/Bills:** Kim Wells submitted a written request for copies of the Monthly Meeting Minutes beginning with April 2022 and bills beginning with May 2002. Copies will be sent electronically and Wells must resubmit in one year to continue receiving copies. Complete.

**378<sup>th</sup> Street:** Supervisors discussed a reported incident that Gary Glass may have used his personal truck and plow to plow snow off of 378<sup>th</sup> Street this winter. Gietzen stated that he did not observe any repairs being needed because of the reported incident. Ellingson wants a letter sent to Glass informing him that only Township snow plows are allowed to plow snow on Township roads. Private citizens have no authority to maintain Township roads according to MN State Statute 164.02 Town Road Authority. A letter will be prepared for Kirchenwitz' signature.

**Lake Access:** Kirchenwitz reported DNR replaced/repared five of the cement pads and plans to come back and add more pads going into the lake.

**Jennie O Turkey Trucks:** Gietzen reported that the Jennie O trucks hauling turkeys normally take State Hwy 108 when they leave the site, but just recently they used 385<sup>th</sup> Avenue. This resulted in lots of turkey feathers on roads and private property. Gietzen also reported that on a back lot, it appears the trucks needed to turn around and left huge wells in the surface of the lot whether from being pushed/puilled around is not clear. Gietzen will continue to contact someone at Jennie O to find out if this is a one-time occurrence or it if will be the new normal route.

**MN DOT:** Kurchinwitz reported getting a call from MN DOT advising him that traffic markers will be put up on 385<sup>th</sup> Avenue and 380<sup>th</sup> Street. He was told these would be up for a couple of weeks beginning May 15<sup>th</sup> and then removed. Complete.

**Abolish Option D:** Supervisors discussed abandoning Option D for the Township. Option D is combining Clerk and Treasurer offices. After discussion, Kurchenwitz made a motion to put the question of abolishing Option D on the November ballot. Ellingson seconded. Motion carried unanimously.

**Central Specialties:** Kirchenwitz reported that the new person in charge at Central Specialties is Grant. Grant informed Kirchenwitz that Central Specialties will be coming up to the Pit to grind and will be sending a quote for 10K to 20K yards of gravel for the Township to purchase and have a pile in the Pit. Kirchenwitz will report once the quote is received.

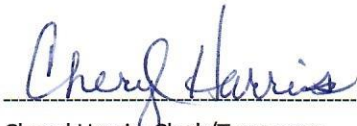
**Upcoming Items on Calendar:** Mother's Day, May 9<sup>th</sup>; Memorial Day, May 30<sup>th</sup>

**Housekeeping Items:** The Historical Society of Otter Tail County Newsletter.

**Next Board Meeting:** The next Board meeting will be held June 13, 2022 at 6:00 pm at the Dead Lake Town Hall.

A motion was made by Kirchenwitz and seconded by Gietzen to adjourn the meeting. Meeting was adjourned at 8:08 pm

Respectfully submitted,



Cheryl Harris, Clerk/Treasurer



Justin Kirchenwitz, Chairperson/

Date Range : 5/1/2022 To 5/31/2022

<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>
05/06/2022	Kimberlie Wells	Re-imbursed mileage 12.0 miles @ \$.585	9235	\$7.02	100-41425-331-34	Clerk	\$7.02
05/06/2022	Lakes Area Cooperative	Diesel Fuel Tank Fill at Town Hall 856.0 gal @ \$4.80 discount of \$85.60	9236	\$4,023.20	201-43101-212-45	Highways, Streets & Roadways	\$4,023.20
05/06/2022	MATIT	Commercial Package/Inland Marine Ins Coverage 07/01/2022 - 07/01/2023	9248	\$3,749.00	100-49242-162-	Insurance: Commerical Package/Officer Bond	\$3,749.00
05/06/2022	Minnesota Association of Townships	Town Gov't Manual	9249	\$10.00	100-41110-203-60	Council/Town Board	\$10.00
05/06/2022	City of Dent	First half of Fire Contract 2022	9250	\$7,850.00	225-42210-310-	Fire Administration	\$7,850.00
05/06/2022	Wells Excavating LLC	Grading Twsp Rds: 19.25 hrs ( 3 days) Tree remvl ROW360th St \$365.00	9251	\$1,038.75	201-43122-229-801 201-43122-448-601	Unpaved Streets Unpaved Streets	\$365.00 \$673.75
05/05/2022	United Community Bank	Payment on Loan May 2022	9252	\$1,000.00	285-41940-612-36 285-41940-602-36	General Government Buildings and Plant General Government Buildings and Plant	\$237.59 \$762.41
05/06/2022	Forum Communications Company	Road Tour Notification	9253	\$34.34	201-41420-352-	Recording and Reporting	\$34.34

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05/06/2022	Grant Graham dba Graham Excavating	Stop Sign repair and cost \$319.00 Single Arrow 4 post, 2 guys, 2 posts, sign cost \$495.08	9254	\$814.08			
					201-43101-226-64	Highways, Streets & Roadways	\$814.08
05/06/2022	Arnold Gietzen	Reimb: Mileage 50 miles @ .585	9255	\$29.25			
					201-41110-331-34	Council/Town Board	\$29.25
05/07/2022	Cheryl Harris	Reimb - 44.00 mileage for March	9256	\$25.74			
					100-41425-331-34	Clerk	\$25.74
05/07/2022	PERA	PERA deductions for Clerk April 2022 payroll	9257	\$363.31			
					100-41425-121- 100-41425-173-	Clerk Clerk	\$194.63 \$168.68
05/07/2022	Lake Region Electric Coop	Electric Bill - 2022 April	9258	\$25.77			
					100-41940-381-49	General Government Buildings and Plant	\$25.77
<b>Total For Selected Claims</b>				<b>\$18,970.46</b>			<b>\$18,970.46</b>

  
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 Arnold M Gietzen                      Town Supervisor

5-9-22  
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 Date

  
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 Dave Ellingson                      Town Supervisor

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 Date

  
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 Justin W Kirchenwitz              Town Supervisor

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 Date