

Dead Lake Township

PO Box 54

Richville, MN 56576

Dead Lake Township Monthly Meeting Minutes

February 13, 2023

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 eight people in the audience. (Sheet attached)

The Pledge of Allegiance was recited by those present.

Monthly Meeting Minutes: Supervisors reviewed the January minutes. A motion was made by Kirchenwitz and seconded by Ellingson to approve the January 2023 Meeting Minutes. Motion passed unanimously.

Financial Report: Harris reported the figures for January 2023 as follows:

General Fund	\$ 26,017.58
Road & Bridge Fund	\$ 19,873.74
Township Equipment Fund	\$ 30,000.00
Fire Fund	\$ 2,476.30
Verizon Lease Payment	<u>\$ 2,970.89</u>
Total	\$ 81,338.51

A motion was made by Gietzen to approve the January 2023 Financial Report. A second was made by Ellingson. Motion passed unanimously. Harris stated that we can borrow from the Equipment Fund if needed. We would have to redeposit that amount back to the Equipment Fund. Harris reported that the numbers November and December for CTAS agreed with the Bank Statements. Harris reported that a total of \$37,018.41 was received during January 2023.

Bills for February: Harris presented the bills for February 2023 to the Supervisors. After reviewing the bills, a motion was made by Gietzen and seconded by Kirchenwitz to approve the bills as presented. Kirchenwitz and Gietzen 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 and the paperwork will be on file with the Clerk.

OLD BUSINESS

South View Lane: Kirchenwitz asked Edna Township to speak first since they were the ones maintaining South View Lane and in April of 2022 made the decision to stop. Ben Bucholz, from Edna Township explained that Edna was doing maintenance on a three year rotation adding gravel to roads and South View Lane was on the list of roads. Bucholz looked at a map and saw that South View Lane was not on their map for Edna Township; was not a township road and was not a shared road for Edna Township with any other Township. Edna Township made the decision based on the fact that South View Lane is not a township road in Edna Township, to stop maintaining the road. Kirchenwitz asked if Buchholz knew why they ever started doing road maintenance on South View Lane. Buchholz stated that the only thing he could say is that it has always been that way to maintain South View Lane. Jeff Guck, from Rush Lake Township spoke next. Guck presented a list of their current roads and South View Lane is not listed on the list. Guck presented paperwork that showed in 1990 the road was surveyed and in 1999 that South View Lane was turned into a dedicated road, but not a township road. Kirchenwitz asked what Rush Lake Township would like Dead Lake Township to do. Guck stated that Rush Lake Township would like Dead Lake to plow the road. Rush Lake Township's road maintenance crew has to go 11 miles out of their way to get to the small section of road and

South View Lane cont:

cul-de-sac. The Rush Lake Township maintenance crew has to get to South View Lane through Dead Lake Township, which could mean they would be traveling on unplowed roads to get to South View Lane. Guck stated Rush Lake Township feels an obligation to plow the portion of South View Lane that falls within their Township since they receive taxpayer dollars from those residents. Kirchenwitz explained that because Dead Lake Township owns their own equipment, Dead Lake Township isn't covered by insurance on non-township roads. Guck stated that Rush Lake Township's maintenance crew cannot plow any roads that the maintenance crew does not have a signed agreement with. Kirchenwitz has received phone calls from the residents on South View Lane about getting the road plowed. Kirchenwitz explained to the residents on South View Lane that Dead Lake Township can't plow roads that are not Township roads, and South View Lane is a private road. Guck asked what we can do about South View Lane. Kirchenwitz said he talked with Steve Fenske, the attorney at the MAT office. Fenske told Kirchenwitz that South View Lane does touch Edna Township in one corner, therefore Rush Lake Township, Dead Lake Township and Edna Township would all need to be petitioned by the residents on South View Lane. All three Townships would need to accept what portion of South View Lane is in their Township as a Township road. If any Township does not accept South View Lane as a Township road then South View Lane cannot be accepted. Harris stated that Greg Madsen approached her about giving her a petition for Dead Lake Township to accept South View Lane as a township road. Harris said she told Madsen that if they submitted the petition now they are just hurting themselves. First of all, it is winter and the Township Boards cannot see what condition the road is in and so the petition would likely be denied. Harris told Madsen that if the petition was denied then they have to wait a year before they can resubmit a petition to have South View Road accepted as a Township road. Madsen said he will wait until April to bring the petition to the Dead Lake Township Board. Kirchenwitz said that Fenske said once South View Lane is accepted by all three Townships; Dead Lake Township, Edna Township and Rush Lake Township would need to make a shared road agreement. Harris stated that maybe all three Townships could get out their road acceptance policies so that if accepting South View Lane goes through we all have our road acceptance policies to be able to compare them. Bucholz said Edna Township's is on their website. Bucholz stated that he feels South View Lane needs some work to bring it up to specs; including gravel, slope, and quite a bit of brushing and trimming on the lake side. Gietzen says he walks South View Lane every day and feels it is not in very bad shape. Gietzen feels South View Lane could definitely use some brushing and the portion of South View Lane going south needs work as it gets washouts in the spring and from heavy rains. Kirchenwitz said he does not feel that taxpayer dollars from Dead Lake Township should be used for all the gravel and brushing when Dead Lake Township receives very little tax dollars as pretty much all the residents on South View Lane live in Rush Lake Township and Rush Lake Township receives the majority of the taxpayer dollars. Gietzen also stated that we need to come up with some agreement to keep that road plowed for the rest of this winter. Fithen has agreed to keep plowing South View Lane by himself for the rest of the winter. Harris stated that if Rush Lake Township would finish plowing for the winter, in the spring the residents could petition for all three Townships to accept South View Lane as a Township road and then do a Township line road agreement if South View Lane is accepted. Kirchenwitz stated that Dead Lake Township could start plowing our roads on that side of the township first so Dead Lake Township roads would be plowed for Rush Lake Township's maintenance crew to be able to get to South View Lane.

Verizon Lease Agreement: Harris doesn't recommend contacting Verizon on our own. The law firm that handled the original lease negotiated the lease on behalf of Dead Lake Township and Verizon agreed to pay all legal fees at that time which was about \$5,000 - \$6,000. It did not cost Dead Lake Township anything to negotiate the lease. Verizon originally wanted to pay \$900 a month for the lease agreement. We currently get \$1,425.12 a month. Kirchenwitz stated that Verizon wants to put 5g on the tower within the next year. Harris will get Kirchenwitz the name and number of the attorney that handled the previous agreement with Verizon and we will discuss this further at the next meeting. Our contract runs out in December of 2024.

2022 Audit: Harris stated that she has sent all sheets except the one that needed to be signed, have been sent to Carlson SV and they are working on it. Harris asked the Minnesota State Auditor's office about the need for an Audit going forward if the question on our ballot to abolish Option D and split the Treasurer and Clerk position into two positions passed. Harris was told that even though it would be split for eight months there shouldn't be a need for an Audit going forward. Harris stated that we will need to submit our April minutes stating that the question passed to the Auditor's office.

NEW BUSINESS

Chloride Quotes: Kirchenwitz stated he would like to hold off on chloride quotes. Dead Lake does three years in a row of chloride application and then takes a year off. Kirchenwitz has a quote from Fergus Power Pump and is waiting on one from Curt Osterfeld from North Central, Inc. Kirchenwitz feels that the chemical mixture from Fergus Power Pump is better. Kirchenwitz will wait to hear from North Central, Inc until the meeting in March.

Road Projects/Levy Discussion: Kirchenwitz stated that this is more a reminder to us as a Board to be prepared for the Annual Meeting and answer any projects we may want to do in the year ahead. As for the levy, Kirchenwitz stated he would like to see the Road and Bridge Fund be levied a little bit more. Harris stated that the last couple of years the levy has been \$155,000 with \$15,000 being taken out for the Township Equipment Fund. Kirchenwitz asked Gietzen if he would give the road report one last time. Gietzen declined. Ellingson will write up the report and Harris will read the report at the Annual Meeting.

Upcoming Items on the Calendar:

Absentee Ballots: Absentee ballots will be available and need to be returned before 3:00pm on March 14th. The annual election is on March 14, 2023, with voting from 5:00pm to 8:00pm. The Annual Meeting will start at 8:15pm following the close of the election.

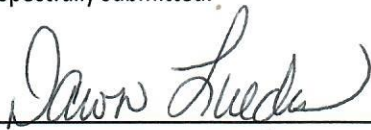
Housekeeping Items:

There were two housekeeping items.

The next regular Board Meeting will be held at 6:00 p.m. on March 13, 2023 at the Dead Lake Township Hall.


Having no further Township business to conduct, Kirchenwitz motioned to adjourn the meeting. Gietzen seconded. Motion carried unanimously. The meeting adjourned at 6:57 p.m.

Respectfully submitted:



Dawn Lueders, Deputy Clerk/Treasurer

Approved:



Justin Kirchenwitz, Chairperson

Date Range : 2/1/2023 To 2/28/2023

<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>
02/13/2023	Otter Tail County Highway Dept	Mixed Sand/Salt Inv. 6438 & 7414 = 13.75 tons @ \$28.90/ton	9431	\$397.38	201-43101-224-42	Highways, Streets & Roadways	\$397.38
02/13/2023	Daggett Wrecker Service, Inc	Winch plow truck out of ditch on BDR.	9432	\$1,137.50	201-43101-332-38	Highways, Streets & Roadways	\$1,137.50
02/13/2023	Arviig Communications	Internet set up and monthly fee	9433	\$89.95	100-49141-325-36	General Gov't Building and Plant Parking Lots	\$89.95
02/13/2023	Lakes Area Truck Repair Inc	Motor blower on #580, Red truck; Block htr; head lights, rpr cutting edge on wing; blower	9434*	\$1,899.10	201-43126-221-600 201-43126-221-38	Road and Bridge Equipment Road and Bridge Equipment	\$1,641.72 \$257.38
02/13/2023	Sazama Road Maintenance, LLC	Blowing snow on 400th St; 355th Ave; 393rd St; BDR; 380th St; 395th St	9435	\$1,840.00	201-43101-404-811 201-43101-404-901 201-43101-404-808 201-43101-404-700 201-43101-404-805 201-43101-404-809	Highways, Streets & Roadways Highways, Streets & Roadways Highways, Streets & Roadways Highways, Streets & Roadways Highways, Streets & Roadways Highways, Streets & Roadways	\$306.00 \$306.00 \$306.00 \$306.00 \$306.00 \$310.00
02/13/2023	Lakes Area Cooperative	Diesel for the month of January 2023	9436	\$1,370.51	201-43126-212-31 201-43126-212-600 201-43126-212-38	Road and Bridge Equipment Road and Bridge Equipment Road and Bridge Equipment	\$372.82 \$123.32 \$874.37
02/13/2023	Forum Communications Company	Publish Annual Mtg/Election date/times; suprv openings; question on ballot; absentee ball	9437*	\$113.86	100-41410-343-	Elections	\$113.86

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02/13/2023	Lake Region Electric Coop	Electric Bill - 2023 January	9438	\$221.07	100-41940-381-49	General Government Buildings and Plant	\$221.07
02/13/2023	Cheryl Harris	Reimb - 86 miles and \$7.25 for cost of Certified Ltr	9439	\$63.58	100-41425-331-34 100-41425-322-	Clerk Clerk	\$56.33 \$7.25
02/13/2023	Dave Ellingson	Mileage Reimbursement 36 miles	9440	\$23.58	201-41110-331-34	Council/Town Board	\$23.58
02/13/2023	Arnold Gietzen	45 miles reimbursement	9441	\$29.48	201-43101-331-34	Highways, Streets & Roadways	\$29.48
02/13/2023	Dawn Lueders	80 Miles - reimbursement	9442	\$52.40	100-41425-331-34	Clerk	\$52.40
02/13/2023	PERA	Withholding for PERA January 2023	9443	\$325.55	100-41950-121- 100-41950-173-	Tax Payments Tax Payments	\$174.40 \$151.15
02/05/2023	United Community Bank	Loan Payment for Feb 2023	9444	\$1,000.00	285-41501-612-36 285-41501-602-36	Financial Administration Financial Administration	\$191.21 \$808.79
Total For Selected Claims				\$8,563.96			\$8,563.96