

Dead Lake Township
Town Board Meeting Minutes
June 13, 2022

At 6:00 p.m., the meeting was called to order.

Present: Justin Kirchenwitz, Arnold Gietzen, and Cheryl Harris.

Absent: Dave Ellingson

There were five (5) people in the audience. Sign In sheet attached.
The Pledge of Allegiance was recited by those present.

May Monthly Meeting Minutes: Kirchenwitz made a motion to approve the May 2022 meeting minutes. Gietzen seconded the motion. Motion approved unanimously.

Special Meeting Minutes: Kirchenwitz made a motion to approve the Special Meeting Minutes of May 21, 2022. Gietzen seconded. Motion approved unanimously.

Financial Report: Harris reported the figures for May as follows:

General Fund	\$ 39,818.98
Road & Bridge Fund	\$ 214,832.72
Township Equipment Fund	\$ 15,000.00
Verizon Lease Payment	\$ 5,773.65
Fire Fund	<u>\$ 3,965.96</u>
Total	\$ 279,391.31

A motion was made by Kirchenwitz to approve the May 2022 Financial Report. Gietzen seconded. Motion passed unanimously. Harris reported that a total of \$128,502.04 was received during the month of May 2022. Harris reported that the accounts balanced with the bank statements.

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

OLD BUSINESS

Quotes: Kirchenwitz and Gietzen will reach to obtain any additional quotes as needed determined by comments on the Road Tour (on separate document; copy attached to minutes).

Road Tour: Supervisors continued discussing the 2022 Road Tour. (Separate document).

EMS Meeting: Harris distributed to Supervisors an email and spreadsheet from email indicating the potential costs of a tax-districting for the Joint Powers Members of the EMS. Supervisors reviewed the information, but will wait for the July/August meeting to make a final determination. If a tax-districting motion is made, it must be unanimously approved by all Joint Powers Members.

Rodel Drive: There were no property owners from Rodel Drive or Rodel Trail present at this meeting. Harris presented documents given her by Lyle Hovde, who obtained the documents from Otter Tail County Land and Resource depicting the approval of the Bixby Acres roads. Jeff Wells was present to voice some concerns about the turn-around on Rodel Trail and reaching the size of 100' and some current approaches. Supervisors agreed that property owners will be invited to the next Township Board Meeting on July 11, 2022 to discuss some of the points of the notes taken on May 21, 2022. Some items to discuss are the 15" culverts needed in approaches and the slopes of the edges of the turn-arounds.

Lake Access: Kirchenwitz reported DNR said they can't put anymore cement slabs in the lake at this access. We also were asked about removing the excess cement piled up at the access. Kirchenwitz asked Jeff Wells if he would be interested in the job of removing the excess cement. Wells replied he would at his rate of \$100.00/hr. Wells will see if Curt Osterfeld would be able to recycle the cement.

Kirchenwitz drove by the access at one point and there were seven (7) vehicles with trailers parked in the access. He contacted the Sheriff's Department. In that conversation, Kirchenwitz was advised to look at Eagle Lake Township's method of issuing tickets or having vehicles/trailers towed. Harris will check Eagle Lake Township's procedure and report at the July meeting. Kirchenwitz also informed those present that Pocahontas is now called Abbywood Resort and has new owners. The padlock on the fence between Abbywood and the access will be changed so the Township has a key.

Jennie O Turkey Trucks: Gietzen reported that he finally was able to speak to someone at Jenni O. When he asked why the trucks took this different route, no definitive answer was given. He was assured that measures were taken to smooth out the back lot that was left with ruts and wells from the trucks that turned around there. Jenni O sent someone with a skidsteer to level it all out. Gietzen reported it looked better now.

Abolish Option D: Supervisors were informed that we cannot put this item on the November election ballot because we have not adopted November as our Annual Election Month. This item will be put on the March 2023 Annual Election Ballot. Based upon the outcome of the vote, a Clerk or Treasurer will be appointed with the current Clerk/Treasurer at that time taking the other position

Central Specialties: Kirchenwitz discussed the information received from Grant at Central Specialties regarding tons vs cys and the cost difference. After discussion, Gietzen moved to accept the quote for 20,000 ton at a cost of \$4.69 + tax. Kirchenwitz seconded. Motion carried unanimously.

Township Fire Extinguishers: Gietzen reported that all fire extinguishers have been inspected.

2022 Township Annual Election: Steve Langlie questioned why the Township Board has not commented on complaint filed regarding the 2022 Annual Election. Kirchenwitz explained that no formal paperwork was ever presented to the Township Board regarding a complaint and therefore, could not comment on something of which they have no concrete proof. Langlie stated that he felt that Kim Wells should be cleared of any wrong doing. Kirchenwitz will check further into what can be done from the Township's status since no complaint was filed with the Township.

New Business

First Mowing: Kirchenwitz asked Jeff Wells if he would be willing to mow now or did he want to wait. If he wanted to wait, then the spraying would be done. Wells said he would start mowing now.

Ditch Spraying: Spraying will be done after the mowing is completed.

First Noxious Weed Report to Board: Gietzen stated he is working on this.

Derek Riepe's Approach Request: Gietzen stated that he had viewed the completed approach and moved that it be approved to return Riepe's deposit check of \$500.00. Kirchenwitz seconded. Motion carried unanimously. Harris will return Riepe's check.

Variance Request: Grant and Mary Ann Colling requested a variance of 0' from the ROW setback of 20' to build a garage as another neighbor has done. Harris pointed out that the Colling property is located north of the end of the Township road on Marion Dr. S and therefore has no bearing since that portion of road is private.

MN Association of Townships: Harris passed out the membership cards to Kirchenwitz and Gietzen.

Arvig Work Area Near Township: Arvig Communications, Inc. sent a map indicating where they would be working. It does not appear that much, if any, of Dead Lake Township is involved.

ARPA 2022 Compliance Supplement: Harris reported that more reports will be coming to be filed.

Election Judges for 2022/2023: Harris requested a motion to approve the following for training to be election judges for August Primary Election and to receive Election Training: Karen & Mark Seaton, Craig & Diane Lund, Mike Maurer, Derene Johnsen, Joci Kerr, Kathy Baker, Megan Kirchenwitz, Joan Varholdt, Shannon Terry, Betty Hexum, and Vicki Reidinger. Kirchenwitz made a motion to approve and Gietzen seconded. Motion carried unanimously.

Upcoming Items on Calendar: Election Judge Training on June 22 for Clerks at Thumper Pond. Election judge training on July 14th in Fergus Falls; or July 18th at Thumper Pond for judges and head judges.

Housekeeping Items: None.


Comments from Audience: Mike Holstrom, Amor Township Supervisor was in the audience. He was concerned that the tree trimming was done on 340th Street, a Town Line Road, between Amor and Dead Lake Townships but no one contacted Amor Township about splitting the cost. Wells Excavating turned in a bill of \$3,190.00 for 340th Street to be split between Amor and Dead Lake Townships. Apologies were made to Holstrom and assurances that in the future, contact would be made. Holstrom also noted that there needs to be some gravel put on the road in a specific spot. Kirchenwitz and Holstrom will discuss this need. Holstrom said he can get gravel from a Battle Lake pit for \$11.20 a delivered yard.

Next Board Meeting: The next Board meeting will be held July 11, 2022 at 6:00 pm at the Dead Lake Town Hall.

A motion was made by Gietzen and seconded by Kirchenwitz to adjourn the meeting. Meeting was adjourned at 8:06 pm

Respectfully submitted:

Approved:



Cheryl Harris, Clerk/Treasurer



Justin Kirchenwitz, Chairperson

2022 Dead Lake Township Road Tour

June Notes

370th St: Work on the crown and getting water to run off road. Contact DNR and add material to the end of the road. Supervisors noted that the edge of the road was higher than the center of the road. Motion by Gietzen and second by Kirchenwitz to table this item until the next meeting. Motion carried unanimously. Supervisors decided to remove this item from the list at this time.

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 applied thickly. 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 DNR where the lake almost meets the road.

375th Ave: Add culvert by Baartson's to move water off road. Supervisors discussed the need to have culverts under 2 driveways have a culvert running from south to north. Gietzen motioned to approve doing this project and to get quotes. Kirchenwitz seconded. Motion carried unanimously. Quotes will be obtained for the July meeting.

380th Ave: Gravel the top of the hill, tree and brush in ditch. Kirchenwitz motioned with Ellingson seconding to hire Wells Excavating, LLC to do the tree and brush removal in the ditch. Motion carried unanimously. Kirchenwitz motioned and Ellingson seconded to add gravel to the top of the hill. Motion carried unanimously. This road has been graveled, but the trees still need to be cut.

Egret: Trees and limbs on first corner. Kirchenwitz motioned with Ellingson seconding to hire Wells Excavating, LLC to remove trees and limb on the first corner. Motion carried unanimously. Trees and limb still need to be removed.

360th St: Trees on south side of road between Egret and Govern. Kirchenwitz motioned with Gietzen seconding to hire Wells Excavating, LLC to remove trees as stated. Trees still need to be removed.

Dead Lake Road: Cut out and fabric from just in off 14 through frost boil up to where we left off last time, ditching on North side of the road near Kube, trees by the corner of Dead Lake Road and Lane, trees going south on the east side, gravel from 14 to the top of the small hills going west. Supervisors discussed the frost boil. A motion was made by Kirchenwitz and seconded by Ellingson to table that item for now. Motion carried unanimously. Kirchenwitz motioned with Ellingson seconding to obtain a quote for ditching on the north side of the road near Kube's. Motion carried unanimously. Kirchenwitz motioned to hire Wells Excavating, LLC to remove trees by the corner of Dead Lake Road and Dead Lake Lane, and the trees going south on the east side of the road. Motion carried unanimously. Gietzen moved and Kirchenwitz seconded to gravel from Hwy 32 to the top of the small hills going west and the road from the Access to Harris'. Kube's ditching on the north side of the road will be addressed next year. The rest is complete.

2022 Dead Lake Township Road Tour - June

340th St: **Trees and brush laying in ditch.** Kirchenwitz moved and Gietzen seconded hiring Wells Excavating, LLC to remove the trees and brush as stated. Amor Township will be billed for ½ of the work. An invoice and letter will be sent to Amor Township regarding ½ the cost of tree removal. There is a pine tree by the highway still standing. All other trees designated for removal are gone. Mike Holstrom was present from Amor Township to discuss gravel needed on this road. Amor Township Clerk and grader-operator Al Sazama will be informed that Dead Lake Township takes care of this road during even numbered years.

395th Ave: **Clean out ends of culverts.** Gietzen volunteer to clear out the culverts with a weed whip and spray. Gietzen reported that rain washed debris out of Hexum's field into the culvert area. Wells Excavating, LLC will clean out the area with a skidsteer for his rate of \$100/hr. Gietzen reported that there is about 2' of debris with cornstalks. Relocating or restructuring the culverts will be tabled until 2023.

375th St: Add culvert, work on crown to get water off the road. Supervisors agreed to work with grader to get this taken care of. This item will be tabled until 2023.

400th Ave: **Trees in ditch.** Kirchenwitz moved and Gietzen seconded to hire Wells Excavating, LLC to remove the trees in the ditch. Motion carried unanimously. This item has not been completed.

Cozy Cove Rd. Ditching by resort, finish trees from last year making turn around larger and sloping water to the back. Kirchenwitz motioned and Ellingson seconded hiring Wells Excavating, LLC to finish on the trees. Motion carried unanimously. Gietzen moved and Ellingson seconded getting a quote for the turn-around. Motion carried unanimously. Estimates for this work are coming.

385th Ave: **Trees by lake and Palubicki's.** Supervisors discussed the removal of trees by the lake too close to the road. After discussion, Gietzen offered to go tag the trees that need to be removed. Supervisors agreed. Gietzen marked the trees that Wells Excavating, LLC will remove. A letter will be sent to the resident running his water hose across the road to water grass on the other side of the road.

397th St: **Overhanging trees and brush in ROW, crack seal.** Kirchenwitz moved and Gietzen seconded to hire Wells Excavating, LLC to do the overhanging trees and brush in ROW. Motion carried unanimously. Gietzen will contact SNL Cracksealing about the job they did last year. Gietzen reported that Lake Region Electric Coop is boring gas lines under the road currently. Trees and brush are not removed yet. Gietzen is looking into the crack-sealing.

395th Ave: **Crack seal.** . Gietzen will speak with SNL on this item, too. This item will be incorporated with 397th Street.

2022 Dead Lake Township Road Tour - June

Marion Lodge Road and Trail: Crack seal. Gietzen will speak with SNL on this item, too. This item will also be incorporated with 397th Street and 395th Avenue.

365th Ave: Gravel from Kerr's back to the north to hill. Gietzen moved and Ellingson seconded to gravel. Motion carried unanimously. Complete.

400th St: Trees and brush in ditch, work on turn around with Blaurts. Kirchenwitz motioned with Ellingson seconding to hire Wells Excavating, LLC to take care of the trees and turn-around. Tree work is ongoing at this time.

355th Ave: Gravel needed in 2 spots. Gietzen motioned with Kirchenwitz seconding to gravel from south of Ellingson's by Hopwood to Jake Palubicki's. Motion carried unanimously. Complete.

Beaver Dam Road: Gravel going to the South past Stoering's on curve. Kirchenwitz motioned and Ellingson seconded gravel as stated. Motion carried unanimously. Graveling will not be done this year. Complete.

Legend:

May


June

Date Range : 6/1/2022 To 6/30/2022

<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>
06/01/2022	Amazon	Roundup for Township Hall grounds	9260	\$23.99	100-41940-216-36	General Government Buildings and Plant	\$23.99
06/01/2022	Mike's Lock & Key	Re-programmed 2 Pushbutton Knob Locksets	9261	\$106.25	100-41940-223-	General Government Buildings and Plant	\$106.25
06/01/2022	Lake Region Electric Coop	Electric Bill - 2022 remainder of April and all of May	9262	\$112.64	100-41940-381-49	General Government Buildings and Plant	\$112.64
06/05/2022	United Community Bank	Payment on Loan June 2022	9263	\$1,000.00	285-41940-612-36	General Government Buildings and Plant	\$243.24
					285-41940-602-36	General Government Buildings and Plant	\$756.76
06/11/2022	Cheryl Harris	Reimb - 76.00 mileage	9264	\$44.46	100-41425-331-34	Clerk	\$44.46
06/11/2022	Wells Excavating LLC	Dead Lake Rd 16 hrs: \$2,320; 340th Str/Amor 22Hrs: \$3,190; 400th St 12 hrs: \$1,740	9265*	\$7,250.00	201-43101-447-702	Highways, Streets & Roadways	\$2,320.00
					201-43101-447-800	Highways, Streets & Roadways	\$3,190.00
					201-43101-447-811	Highways, Streets & Roadways	\$1,740.00
06/11/2022	Bubba's Pest Control, LLC	Pest control on outside of Township buidings	9266	\$105.00	100-41940-409-	General Government Buildings and Plant	\$105.00
06/11/2022	Justin Kirchenwitz	Mileage reimbursement April/May 73 miles	9267	\$42.71	201-41190-811-34	Council/Town Board-COVID	\$42.71

Date Range : 6/1/2022 To 6/30/2022

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06/11/2022	Sazama Road Maintenance, LLC	Grading Rds: 400th St, 365th Ave, 380th St, 355th Ave, 385th St, 385th St cont'd, 375th St	9268*	\$2,008.25	201-43122-406-	Unpaved Streets	\$2,008.25
06/13/2022	North Central Inc	Chloride - partial payment	9270	\$20,756.32	201-43122-224-40	Unpaved Streets	\$20,756.32
06/13/2022	North Central Inc	Additional Gravel on Roads \$16,821.00; fuel surcharge \$1,365.68; Mobalize Loader \$250.00	9271*	\$18,436.68	201-43122-406-63	Unpaved Streets	\$18,436.68
Total For Selected Claims				\$49,886.30			\$49,886.30



 Arnold M Gietzen Town Supervisor


6-13-2022

 Date

absent

 Dave Ellingson Town Supervisor

 Date



 Justin W Kirchenwitz Town Supervisor

 Date

