

*Dead Lake Township*  
**Town Board Meeting Minutes**  
**February 14, 2022**

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

**Present:** Justin Kirchenwitz, Duane Ard, Arnold Gietzen, Dave Ellingson and Kim Wells.

The Pledge of Allegiance was recited by those present.

**Monthly Meeting Minutes:** Kirchenwitz made a motion to approve the January 2022 meeting minutes with Gietzen seconding the motion. Motion approved unanimously.

**Financial Report:** Wells reported the figures for January as follows:

General Fund	\$ 18,551.11
Road/Bridge Fund	\$ 102,165.01
Township Equipment Fund	\$ 15,000.00
ARP Federal Fund	\$ 27,101.99
Verizon Lease Payment	\$ 4,238.47
Fire Fund	\$ <u>2,480.04</u>
Total	\$ 169,536.62

A motion was made by Kirchenwitz to approve the January 2022 Financial Report, Ard seconded. Motion passed. Wells reported that a total of \$6,618.17 was received during the month of January 2022; and the accounts balanced with the bank statements.

**Bills:** Wells presented the February 2022 bills for approval. After discussion, a motion was made by Gietzen and seconded by Ard to approve the February bills. Motion passed.

**OLD BUSINESS**

**Election Judges for Township Election/Wage:** The Supervisors discussed raising wages for the election judges during the high risks of the pandemic. It was discussed that the township does receive federal funding for situations like this, as the election judges are putting themselves at risk during the pandemic. Kirchenwitz made a motion to give the election judges their regular wage of \$16.00 per hour and add \$14.00 from the ARP Funding to make the election judges wages \$30.00 per hour during the pandemic. Ard seconded. Motion carried unanimously.

**Road Projects/Levy/Turn Arouns:** The Supervisors discussed the upcoming road projects, the turn arounds for the road grader and the snowplow trucks to turn around on. The Supervisors also reviewed the levy. Further discussion will take place at the next meeting.

**Snowplow Operator Backup:** Kirchenwitz reported he was in contact with a possible driver and that he will not be backup, as he does not have a CDL license. Ellingson stated that he might know of a backup operator. The Supervisors decided that Ellingson reach out to Josh Benke as a possible back up, and if he is interested to contact Kirchenwitz to schedule training with Don Walz. Supervisors also discussed putting an ad in the paper for hiring a road grader operator. Ellingson stated he knows of someone that may be interested in grading the roads. Supervisors discussed checking the option of someone interested first before putting an ad in the paper.

**NEW BUSINESS**

**Audit for 2021:** Wells reported receiving an email from the State that the township will be required to do an audit for 2021. The reason for the audit is the township is over the threshold amount due to the federal funding we received in 2021, and that the clerk/treasurer is a combined position, those are the reasons that require an audit. Supervisors discussed using the same audit company that has been used in the past. Wells will contact Carlson SV, from Fergus.

**Census Response:** Wells received a letter from the Census Bureau asking the Supervisors to confirm and or make any changes of the population of Dead Lake Township residents. After reviewing the census report it was decided that there was not any changes and Wells will report back to the Census Bureau by 3-1-2022 deadline.

**DLT March Meeting Date:** The Supervisors discussed having the March meeting changed to March 7 instead of March 14. They discussed having the meeting before the annual meeting that is set for March 8. Kirchenwitz made a motion to change the meeting date from March 14<sup>th</sup> to March 7<sup>th</sup> at 5:00 pm. Ard seconded. Motion passed unanimously. Wells will post a notice on the door of the meeting change.

**Menards Authorized User Update:** After Supervisor discussion, it was decided to leave the authorized users the same as last year. The clerk will send the form back to Menards with no additional updates.

**Chloride Quotes for March Meeting:** Kirchenwitz reported he will reach out to the chloride suppliers for quotes and bring to the March meeting.

**Township Annual Resident Letter:** Wells reported the annual resident letter will need to be updated, as a couple important items on the letter have been changed. The clerk will be working on the letter and will bring it to an upcoming meeting to go over it with the Supervisors.

**Upcoming Items on Calendar:** The Board of Audit Meeting will follow the February meeting. Absentee voting at the Town Hall on March 5<sup>th</sup>, from 10:00 am to noon. The EOT Association of Townships 2022 Spring Meeting is March 7<sup>th</sup>, at 1:30 pm at Thumper Pond in Ottertail. Our Annual Township Election will be on March 8<sup>th</sup>, from 5:00 pm until 8:00 pm at the Dead Lake Townhall. Our Annual Township Meeting will be on March 8, at 8:15 following our Election, at the Dead Lake Townhall.

**Housekeeping Items:** There was one advertising item. Signed checks.

**Next Board Meeting:** The next Board meeting will be held March 7, 2022 at 5:00 pm at the Dead Lake Town Hall. A motion was made by Kirchenwitz and seconded by Ard to adjourn the meeting. Meeting was adjourned at 5:55 pm.

Respectfully Submitted:

  
\_\_\_\_\_  
Kim Wells, Clerk/Treasurer

Approved:

  
\_\_\_\_\_  
Justin Kirchenwitz, Chairperson

Date Range : 2/1/2022 To 2/14/2022

<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>
02/01/2022	General Fund	Transfer from ARP Federal Fund	9186	\$13,550.00	203-49360-720-	Transfer To Governmental Fund	\$13,550.00
02/01/2022	Road & Bridge Fund	Transfer from ARP Federal Fund to Road & Bridge	9187	\$13,551.99	203-49360-720-	Transfer To Governmental Fund	\$13,551.99
02/14/2022	Lakes Area Cooperative	Diesel Fuel for snowplow truck #600	9188	\$481.41	201-43126-212-600	Road and Bridge Equipment	\$481.41
02/05/2022	United Community Bank	Payment on Loan	9189	\$1,000.00	285-41940-612-36	General Government Buildings and Plant	\$252.27
					285-41940-602-36	General Government Buildings and Plant	\$747.73
02/14/2022	Sazama Road Maintenance	Snow Blowing Ditches	9190	\$2,133.25	201-43125-464-	Ice and Snow Removal	\$2,133.25
02/14/2022	Daggett Wrecker Service	Pulled Out Snowplow Truck #600	9191	\$1,224.00	201-43126-449-	Road and Bridge Equipment	\$1,224.00
02/14/2022	Brians Repair & Tire Service	Mechanic Parts	9192	\$43.82	201-43126-221-	Road and Bridge Equipment	\$43.82
02/14/2022	Lake Region Electric Coop	Electric Bill- 2022 January	9193	\$138.24	100-41940-381-49	General Government Buildings and Plant	\$138.24
02/14/2022	Lakes Area Truck Repair	Repair & Maintenance; Snowplow Trucks #600 & #580	9194	\$3,190.94	201-43126-221-600	Road and Bridge Equipment	\$97.56
					201-43126-221-38	Road and Bridge Equipment	\$2,812.65



Date Range : 2/1/2022 To 2/28/2022

<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>
02/02/2022	Mark's Fleet Supply, Inc.	part	9199	\$3.66	201-43101-215-	Highways, Streets & Roadways	\$3.66
02/03/2022	Lakes Area Cooperative	Diesel Fuel for snowplow truck #600	9200	\$82.16	201-43126-212-600	Road and Bridge Equipment	\$82.16
02/03/2022	Lakes Area Cooperative	Diesel Fuel for snowplow truck #600	9201	\$125.00	201-43126-212-600	Road and Bridge Equipment	\$125.00
02/08/2022	Lakes Area Cooperative	Diesel Fuel for snowplow truck #600	9202	\$117.01	201-43126-212-600	Road and Bridge Equipment	\$117.01
02/14/2022	Lakes Area Cooperative	Diesel Fuel for snowplow truck #600	9203	\$73.82	201-43126-212-600	Road and Bridge Equipment	\$73.82
02/14/2022	Lakes Area Cooperative	Diesel Fuel for snowplow truck #600	9204	\$125.00	201-43126-212-600	Road and Bridge Equipment	\$125.00
02/22/2022	Lakes Area Cooperative	Diesel Fuel for snowplow truck #600	9205	\$122.22	201-43126-212-600	Road and Bridge Equipment	\$122.22
02/23/2022	Lakes Area Cooperative	Diesel Fuel for snowplow truck #600	9206	\$125.00	201-43126-212-600	Road and Bridge Equipment	\$125.00
02/28/2022	Lakes Area Cooperative	Diesel Fuel for snowplow truck #600	9207	\$125.00	201-43126-212-600	Road and Bridge Equipment	\$125.00
<b>Total For Selected Claims</b>				<b>\$898.87</b>			<b>\$898.87</b>