

Dead Lake Township

PO Box 54

Richville, MN 56576

Dead Lake Township Monthly Meeting Minutes

January 9, 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 two people in the audience. (Sheet attached)

The Pledge of Allegiance was recited by those present.

Monthly Meeting Minutes: Supervisors reviewed the November minutes. A motion was made by Ellingson and seconded by Gietzen to approve the November 2022 Meeting Minutes. Motion passed unanimously. Since there was no meeting in December 2022, there were no minutes to approve.

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

General Fund	\$ 61,454.80
Road & Bridge Fund	\$ 109,781.13
Township Equipment Fund	\$ 15,000.00
Fire Fund	\$ 2,365.45
Verizon Lease Payment	<u>\$ 2,545.00</u>
Total	\$191,146.38

A motion was made by Kirchenwitz to approve the November & December 2022 Financial Report. A second was made by Gietzen. Motion passed unanimously. Harris reported that the numbers November and December for CTAS agreed with the Bank Statements. Harris reported that a total of \$1,508.46 was received during December 2022.

Bills for November: Harris presented the bills for January 2023 to the Supervisors. Harris stated that funds can be transferred from the General Fund to Road and Bridge to cover the Central Specialties bill. Kirchenwitz stated that we should keep in mind that there are two piles and the second one can be purchased by us once the first pile is used up. He also informed the board that Central Specialties is no longer doing grinding for any other townships or counties. Central Specialties will continue to do grinding for Dead Lake Township. Ellingson stated that the billing from Lakes Area Truck Repair was for the yellow truck, red truck and grader. He also said that Walz had repaired the box on the yellow truck. After reviewing the bills, a motion was made by Kirchenwitz and seconded by Gietzen 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

Supervisor's Road Tour:

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. Kirchenwitz suggested waiting until Spring Road Tour on tree removal with all the snow which would only add time to the project. Everyone agreed. This item will be placed on the April 2023 agenda.

395th Street & Beaver Dam Road Beaver Leveler: Kirchenwitz reported that he has had several residents contact him about wanting the beaver leveler put back in. Gietzen said that one could be put back in. Currently, the levelers are at the Township Hall by the old shop. The leveler for Beaver Dam Road will be discussed in the spring. April agenda.

340th Street: Kirchenwitz will confirm with Amor Township that they are responsible for the maintenance in ~~2025~~ ²⁰²³.

Lake Access Road: Kirchenwitz stated that he is waiting for quotes for signs from two different companies. Insertion of the posts will occur once the frost is out of the ground. This will be on the May agenda.

MAT Training for Clerks and Treasurers: MAT will be offering training in January & February at the office in St. Michael. After the courses the training should be available on-line as well. Harris and Lueders will probably take them on-line.

Snow plow drivers: Don Walz has indicated he is having surgery for cancer. Andrew Smith will be the only snow plow driver in the interim until Walz returns. The board discussed using a snow blower versus a pay loader for any large drifts on the roadways. No determination was made at this time. However, the discussion will resume if and when circumstances dictate.

South View Lane: Kirchenwitz spoke with Echo Dockter, Edna Township, regarding maintenance being done on South View Lane. She gave Kirchenwitz a copy of the road maintenance agreement from Edna Township. The road maintenance agreement states that South View Lane is a private road. Edna Township was maintaining this road until April of 2022 when, according to their minutes, it was decided at their meeting to discontinue the maintenance. Kirchenwitz stated that being South View Lane is a private road; he is not sure why Edna Township was maintaining it. Kirchenwitz reached out to MAT. MAT stated the residents would have to petition to have the road accepted as a township road. This would require Dead Lake, Edna and Rush Lake Townships to hold the hearings together. Since South View Lane travels in and out of Dead Lake Township and Edna Township to the north, those two Townships would have to have a road agreement for that portion of South View Lane until it turns south. Turnarounds would be involved. Since South View Lane travels in and out of Dead Lake Township and Rush Lake Township going south until it turns east at the bottom of the road into Rush Lake Township, there would have to be a separate road agreement between Dead Lake and Rush Lake Townships. However, since no Township can claim only sections of a road as a Township road, no one Township can claim the whole road if it's not entirely in the said Township. Again, turnarounds would be involved as well as in-depth discussion between Townships. Gietzen attended both Edna Township and Rush Lake Township monthly meeting in the past few months to discuss this issue. No resolution was achieved. Harris stated she received a call from Greg Mattson, Rush Lake Township, and he wanted to give her a petition for South View Lane to become a Dead Lake Township road. Harris suggested that he wait with it since at this time of the year it is really hard for the Township Boards to look at a road that is covered in snow. Kirchenwitz stated that he was informed that Rush Lake Township is willing to help and work with the residents on the road.

NEW BUSINESS

Road Grader: Gietzen asked if the wing was on the grader for the winter. Kirchenwitz said that Sazama said the wing is on and ready to go. Kirchenwitz said the grader was going to be taken out this week and do some pushing back of snow along the roads. If needed, blowing will be done as well.

Plow Trucks: Gietzen brought up that the plows are still bouncing and leaving ripples on the roads. Gietzen noted that the wings are much better and don't bounce as much. Kirchenwitz said that the wings had been adjusted and was wondering if it was all townships having that problem or just Dead Lake. Ellingson and Gietzen both said it is that way in other townships as well. Kirchenwitz will see if anything can be done with the blades. Gietzen said he noticed there is like a two inch gap in the blade where the cutting edges meet. Kirchenwitz said that Walz was aware of that and it needed some adjusting. Kirchenwitz also said that the four foot cutting edges are all used up. There are three foot ones left. Ellingson will look into ordering some

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Plow Trucks cont'd: more four foot ones. Ellingson will check with Kris Engineering, St. Augusta and Tru North, Fargo. Gietzen said the carbide ones last longer than the other ones that were bought last time. It was noted that the yellow truck (#600) doesn't have a block heater in it and it was having problems with the fan. The fan issue has been fixed. Kirchenwitz asked that with all the money being spent on the plow trucks is the township money ahead to have an outside contractor doing the plowing. Kirchenwitz still thinks that owning your own equipment is less expensive. Ellingson wanted to know if we can look back at what the expenses have been for snow plowing, both in labor and repairs. Harris will go through CTAS to develop a report in the near future.

Menards Approved Signers: Harris reported that Menards wants an updated list of approved signers for the account with the Township. It was decided to have Kirchenwitz and Ellingson as signers with Menards. Harris will send a current ST3 as well.

Verizon Lease Agreement: Harris received an email from Verizon regarding the lease agreement between Verizon and Dead Lake Township. Verizon is looking to see if the tower usage would require them to do some upgrading to support the usage of the tower. Verizon also wants to make sure lease payments are falling within industry standards as Verizon is moving to a 5G network. 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. It did not cost Dead Lake Township anything to negotiate the lease.

EOT Spring Meeting: This will be held on March 6, 2023 at Thumper Pond, Ottertail at 1:30pm. We will be able to pick up the annual election voting materials and the handicapped voting machine.

Annual Election Judge List: Harris requested a motion and second on who the election judges are for the annual election on March 14th. They are: Derene Johnsen, Joci Kerr, Megan Kirchenwitz and Joan Varholdt. Kirchenwitz motioned for approval with Ellingson seconding. Motion carried unanimously.

Upcoming Items on the Calendar:

Absentee Ballots: Absentee ballots will be available as of February 10, 2023. 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.

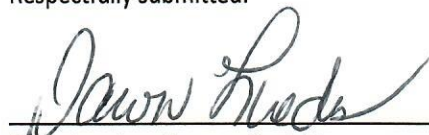
Housekeeping Items:

There were two housekeeping items.

The next regular Board Meeting will be held at 6:00 p.m. on February 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 6:53 p.m.

Respectfully submitted:


Dawn Lueders, Deputy Clerk/Treasurer

Approved:


Justin Kirchenwitz, Chairperson

Date Range : 12/1/2022 To 1/31/2023

<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>
12/12/2022	Central Specialties, Inc	20,000 cy Class 5 @ \$4.69/cy	9401	\$95,207.00	201-43101-224-63	Highways, Streets & Roadways	\$95,207.00
12/03/2022	Lakes Area Cooperative	Diesel for #580	9402	\$235.60	201-43126-212-38	Road and Bridge Equipment	\$235.60
01/09/2023	Internal Revenue Service	Federal Withholding 4th Quarter 2022	9414	\$2,465.70	100-41950-127-	Tax Payments	\$2,465.70
01/09/2023	Internal Revenue Service	Federal Withholding 4th Quarter 2022	9415	\$2,465.26	100-41950-127-	Tax Payments	\$2,465.26
01/09/2023	Minnesota Revenue	State Withholding tax 4th Quarter 2022	9416	\$314.27	100-41950-127-	Tax Payments	\$314.27
01/09/2023	Dawn Lueders	124 Miles - reimbursement	9417	\$81.22	100-41425-331-34	Clerk	\$81.22
01/09/2023	Arnold Gietzen	35 miles reimbursement	9418	\$22.93	201-43101-331-34	Highways, Streets & Roadways	\$22.93
01/09/2023	Cheryl Harris	Reimb - 46 mileage	9419	\$30.13	100-41425-331-34	Clerk	\$30.13
01/09/2023	Sazama Road Maintenance, LLC	3 persons @1.5 hra ea + skidsteer putting on grader wing, cutting edges, connecting hydrau	9420*	\$1,000.00	201-43126-448-31	Road and Bridge Equipment	\$1,000.00
01/09/2023	Otter Tail E Cty Assoc of Township	2023 Membership Dues: EOT; MAT	9421	\$604.72	100-41901-433-60 100-41901-433-61	Other General Government Other General Government	\$514.72 \$90.00

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<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>
01/09/2023	Wells Excavating LLC	Rmvd bvr lelvelers from BDR & by Thalers; put at Hall by shop; Rmvd tree on 380th Ave	9422	\$450.00			
					201-43101-447-905	Highways, Streets & Roadways	\$100.00
					201-43101-453-700	Highways, Streets & Roadways	\$350.00
01/09/2023	Lake Region Electric Coop	Electric Bill - 2022 December	9423	\$1.00			
					100-41940-381-49	General Government Buildings and Plant	\$1.00
01/09/2023	Lakes Area Truck Repair Inc	Red Truck #580I; grader; Yello Truck #600	9424	\$9,744.18			
					201-43126-221-600	Road and Bridge Equipment	\$9,744.18
01/09/2023	Forum Communications Company	Publish Supervisor opening and question on ballot 2023 Elelction	9425	\$86.30			
					100-41410-343-	Elections	\$86.30
01/05/2023	United Community Bank	Loan Payment for Jan 2023	9426	\$1,000.00			
					285-41501-612-36	Financial Administration	\$193.61
					285-41501-602-36	Financial Administration	\$806.39
Total For Selected Claims				\$113,708.31			\$113,708.31

_____ Arnold M Gietzen	Town Supervisor	_____ Date
_____ Dave Ellingson	Town Supervisor	_____ Date
_____ Justin W Kirchenwitz	Town Supervisor	_____ Date