

*Dead Lake Township*  
*PO Box 54*  
*Richville, MN 56576*

Dead Lake Township Monthly Meeting Minutes

August 14, 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, Duane Ard, Dawn Lueders, Cheryl Harris and Tammy Trosdahl

There were three people in the audience. (Sheet attached)

The Pledge of Allegiance was recited by those present.

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

**Financial Report:** Trosdahl reported the figures for July 2023 as follows:

General Fund	\$ 11,600.63
Road & Bridge Fund	\$ 28,386.75
Township Equipment Fund	\$ 30,000.00
Fire Fund	\$ 4,367.84
Verizon Lease Payment	\$ 5,529.67
Total	\$ 79,884.89

A motion was made by Kirchenwitz to approve the July 2023 Financial Report. A second was made by Ard. Motion passed unanimously. Trosdahl reported that the numbers for July for CTAS agreed with the Bank Statements. Trosdahl reported that a total of \$2,637.41 was received during July 2023.

**Bills for August:** Lueders presented the bills for August 2023 to the Supervisors. After reviewing the bills, a motion was made by Ard and seconded by Ellingson to approve the bills as presented. Kirchenwitz and Ard approved all bills, with Ellingson abstaining on the bills for Lakes Area Truck Repair. Motion passed. Ellingson will sign the paperwork for Conflict of Interest for Lakes Area Truck Repair because he is an employee, and the paperwork will be on file with the Clerk.

**OLD BUSINESS**

**Springs for the snowplows:** Ellingson received a quote from Burke Truck and Equipment for replacing the springs on the snowplow trucks. Ellingson stated the cost would be \$2,381 for the parts for both trucks. Ellingson stated that the guy from Burke Truck and Equipment suggested welding the springs instead of replacing them because we have gravel roads. This option may be less expensive. Ellingson will investigate the cost of welding the springs at Perham Steel or anyone else that would be able to do the job.

**Fire Extinguisher Inspection:** Harris got in touch with Summit Companies and will be setting up the inspection. Ard will try to be available to meet the person at the Town Hall.

**NEW BUSINESS**

**Road Tour:** Supervisors discussed the road tour (see attached sheet)

**Gravel:** Ard checked out some areas that had gravel need concerns. On 390<sup>th</sup> Avenue by Dead Lake Road, around Luedtke's driveway could use a couple of loads. Ard also said that on 370<sup>th</sup> Street, between Hackberry Point and Murray Road could use about 7 loads of gravel.

**Touch up of Chloride roads:** Ard said that all of Dead Lake Road and the north half of Beaver Dam Road had to be lightly graded as the roads were getting pretty rough. Kirchenwitz noted that it is already the middle of August so the roads have held up well.

**Tree trimming:** Randy Knaust, the road grader left Ard a message that there are a couple of places that need some tree trimming for the grader to fit better. Ard hasn't heard back from Knaust which areas they are. Being Sazama Road Maintenance has already been approved as the tree trimmer for the year, Ard will let Al Sazama know to do the trimming once Ard touches base with Knaust.

**380<sup>th</sup> Street:** John Schornack contacted Kirchenwitz and said gravel is running down his driveway from the township road when it rains. Ard and Ellingson went and looked at the situation. Ard stated that John's lawn is higher than the gravel road so the water cannot run off the road properly. Ard told Schornack that the grass along the township road would have to be cut down a little to allow the water to run off the road. Schornack asked to be able to get his lawn sprinklers out of the way first before the work on the road is done. Ard told Schornack that nothing would be done until spring. Schornack also asked if the road could be sloped away from his house. Ard told Schornack that he believed that would not be possible for one person. All Supervisors agreed to not change the slope in the road. Ard suggested a couple loads of gravel be hauled in front of Schornacks as was discussed on Spring Road Tour.

**Treasurer position:** Harris stated that she is going to stay on as Treasurer for two more months. Harris stated at the October meeting she will step down as Treasurer, which would allow the Supervisors to appoint Trosdahl to the position.

**PERA webinar:** Haris and Lueders were on a webinar going through the changes in the PERA requirements that are a result of the 2023 legislative session. The biggest change is that any employee that reaches \$425.00 in earnings in one month must be signed up for PERA. The \$5,100 earnings amount is no longer in effect. Elected officials can opt out. There will be more information coming out next month.

**Calendar Items:** The EMS meeting is on August 21<sup>st</sup>. Ard will be attending the meeting. MAT is having LRIP webinars. There are three dates available: August 15<sup>th</sup>, August 24<sup>th</sup>, and September 6<sup>th</sup>.

**Housekeeping Items:**

There were housekeeping items laid out for the Supervisors to look at if they wanted.

The next regular Board Meeting will be held at 6:00 p.m. on September 11<sup>th</sup>, 2023, at the Dead Lake Township Hall.

Having no further Township business to conduct, Kirchenwitz motioned to adjourn the meeting. Ard seconded. Motion carried unanimously. The meeting adjourned at 6:21 p.m.

Respectfully submitted:

  
Dawn Lueders, Clerk

Approved:

  
Justin Kirchenwitz, Chairperson

## 2023 Dead Lake Township Road Tour

### August Notes

**Govern Rd:** Asphalt patch. See notes for 360<sup>th</sup> Street below. Kirchenwitz marked the area on Govern, took a picture, and sent it to Hendershot at Performance Paving for an estimate. The quote from Performance Paving was \$3,936 to fix the one spot from the road tour. Justin Roadman from Mark Sand and Gravel was out and looked over the roughly ½ mile area. Justin from Mark Sand and Gravel stated the cost to rip out the asphalt, remove about one foot of material (could be more depending on what they find in the swamp), put down the fabric, cover everything back up with the proper gravel material, and put asphalt back down on top would be approximately \$340,000. The cost to reclaim that section of road to gravel would be approximately \$30,000. Justin Roadman suggested for now, to keep doing the cutting out and filling with gravel. Supervisors will keep checking on the condition of the approximate ½ mile of road in question.

**360<sup>th</sup> St:** Asphalt patches. Kirchenwitz got a quote from Performance Paving to repair the areas needing patches. Dan Hendershot from Performance Paving gave a quote for four areas on 360<sup>th</sup> but there wasn't one for Govern Road. Kirchenwitz will reach out to Hendershot for clarification on his quote and revisit both 360<sup>th</sup> St. and Govern Road needs next month for patching. There was also discussion on options available since there is constant patching being done and the cost involved. Kirchenwitz stated that we would likely not be able to get anyone out to do any paving before winter because everyone has already ordered their asphalt and has all their jobs lined up. Kirchenwitz stated that the Supervisors have some options available. The Supervisors could choose to leave the road as is. Kirchenwitz said the job Mr. D's Excavating did with the one area looks good. Mr. D's Excavating could dig out the other problem areas and do the same thing with the gravel as with the first area. Patching the areas with asphalt would be another option. The Supervisors could always leave the areas as they currently are until next year. Kirchenwitz said no decision needs to be made at this meeting. The Supervisors can think about what option they would think is best and revisit this at the next meeting. The area that Mr. D's Excavating has repaired is holding up well. The quote from Performance Paving to fix the four spots was \$19,764. Kirchenwitz is making some phone calls and getting more information as to what options may be available to the Township. Motion by Kirchenwitz and seconded by Ard to have Mr. D's Excavating cut out, repair, and refill with gravel the fourth spot on 360<sup>th</sup> Street. Motion carried unanimously. The areas that Mr. D's Excavating has done are holding up well. Motion by Kirchenwitz and seconded by Ard to have Mr. D's Excavating cut out and fill the other area. Motion passed unanimously.

**385<sup>th</sup> Ave:** 2 trees on the lakeside to be removed, owners need to be contacted. Gravel 385<sup>th</sup>. Being the trees are so close to the road, they are a hazard for the snowplow and grader. It was noted that when snow plowing, the road gets very narrow through this section and this past winter was only wide enough for one vehicle. There was a motion made by Ard and seconded by Ellingson to send a letter to the landowners letting them know the Township's intent to remove the trees. The landowners can request a hearing within 14 days of the letter date. The motion carried unanimously. It was decided to wait until next year, before the chloride is applied, to apply gravel to 385<sup>th</sup> Avenue. Marlyn Bruns was at the meeting regarding the letter Dead Lake Township sent out about the Supervisors intention to remove the two trees. Bruns asked the Supervisors to reconsider removing those trees as they have been there for many years. Bruns also suggested that if those two trees are causing a hazard, then the Supervisors should go further down 385<sup>th</sup> Avenue and look at all the trees that are close to the top of the road. Bruns stated that he drove down 385<sup>th</sup> Avenue and has counted 18 trees that are within four to six feet off the road. Kirchenwitz stated that the Supervisors will drive 385<sup>th</sup> Avenue and look over the other trees that Bruns brought up. Kirchenwitz told Bruns that a decision will be made at the next meeting. Kirchenwitz stated the tree across from Wenner's property will be removed this fall.

The Supervisors drove 385<sup>th</sup> and looked at the other trees that Marlyn Burns was referring to at the June 2023 meeting and looked at the tree across from the Burns residence. It is the recommendation of the Supervisors to have the tree across from the Burns residence removed this fall as well, stating the concern for the snowplow having the ability to plow and push snow off the road. It is also a concern that if drivers are speeding down the road as Burns stated in his letter from June 2023, that the tree is a liability for both the Township and Burns if that tree remains. A letter will be sent out to Marlyn and Melissa Burns letting them know the findings of the Supervisors. Burns will have until September 1 to appeal the decision, or the tree will be removed this fall. **Waiting to see if there will be an appeal. If not, will proceed with the removal of the tree this fall.**

**Notes:** There were several trees and limbs down from the winter especially from the last heavy snow we got; tree trimmer will take care of these. Supervisors cleaned up 2 areas with excessive damage in yards from winter plowing. **Al Sazama has some of the debris cleaned up and will finish the rest of the areas. All these areas have been cleaned up.**

Legend:

May

June

July

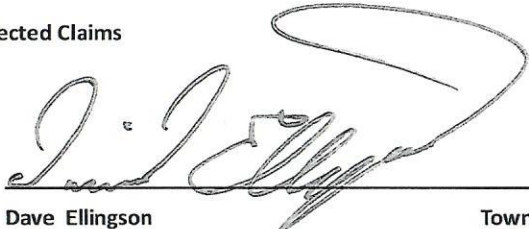
August

Date Range : 8/15/2023 To 9/11/2023

<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>
09/05/2023	United Community Bank	Loan Payment for September 2023	9562	\$1,000.00			
					285-41501-612-36	Financial Administration	\$162.91
					285-41501-602-36	Financial Administration	\$837.09
09/05/2023	Arvig	Internet monthly fee	9563	\$94.12			
					100-49141-325-36	General Gov't Building and Plant Parking Lots	\$94.12
09/11/2023	Lake Region Electric Coop	Electric Bill - August 2023	9564	\$37.07			
					100-41940-381-49	General Government Buildings and Plant	\$37.07
09/11/2023	Postmaster	PO Box rental	9565	\$70.00			
					100-41901-418-	Other General Government	\$70.00
09/11/2023	Minnesota Association of Townships	Town Gov't Manual	9566	\$15.00			
					100-41110-203-60	Council/Town Board	\$15.00
09/11/2023	City of Dent	Second half of Fire Contract 2023	9567	\$7,750.00			
					225-42210-310-	Fire Administration	\$7,750.00
09/11/2023	Summit Fire Protection	Inspect Township-owned fire extinguishers;	9568	\$233.25			
					100-42210-314-	Fire Administration	\$233.25
09/11/2023	Lakes Area Truck Repair Inc	full service; replace moboard lift arm bushings; engine & cab air filters; graphite lube	9569	\$737.76			
					201-43126-221-31	Road and Bridge Equipment	\$737.76
09/11/2023	Duane Ard	Mileage Reimbursement 114 miles	9570	\$74.67			
					201-41110-331-34	Council/Town Board	\$74.67
09/11/2023	Tammy Trosdahl	mileage reimbursement; 24 miles	9571	\$15.72			

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					100-41510-331-34	Treasurer	\$15.72
09/11/2023	Cheryl Harris	Reimburse - 58 miles; postage on IRS letter	9572	\$39.82			
					100-41510-331-34	Treasurer	\$37.99
					100-41901-322-104	Other General Government	\$1.83
09/11/2023	Dawn Lueders	mileage reimbursement; 140 miles	9573	\$91.70			
					100-41425-331-34	Clerk	\$91.70
09/11/2023	PERA	Withholding for PERA September 2023	9574	\$314.31			
					100-41950-121-	Tax Payments	\$168.38
					100-41950-173-	Tax Payments	\$145.93
09/11/2023	Sonnenberg Excavating, LLC	discing roads	9575	\$1,381.64			
					201-43122-404-	Unpaved Streets	\$1,381.64
09/11/2023	Rush Lake Township	25% of Chloride for South Marion Drive	9576	\$816.00			
					201-43122-224-40	Unpaved Streets	\$816.00
<b>Total For Selected Claims</b>				<b>\$12,671.06</b>			<b>\$12,671.06</b>



Dave Ellingson Town Supervisor

9/11/23

Date



Duane E. Ard Town Supervisor

9/11/23

Date



Justin W. Kirchenwitz Town Supervisor

9/11/23

Date