

Dead Lake Township

PO Box 54

Richville, MN 56576

Dead Lake Township Monthly Meeting Minutes

October 10, 2022

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 four people in the audience. (Sheet attached)

The Pledge of Allegiance was recited by those present.

September Monthly Meeting Minutes: Supervisors reviewed the minutes. A motion was made by Ellingson and seconded by Kirchenwitz to approve the September 2022 Meeting Minutes. Motion passed unanimously.

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

General Fund	\$ 54,404.65
Road & Bridge Fund	\$ 92,142.72
Township Equipment Fund	\$ 15,000.00
Fire Fund	\$ (3,884.04)
Verizon Lease Payment	<u>\$ 1,310.41</u>
Total	\$158,973.74

A motion was made by Kirchenwitz to approve the September 2022 Financial Report. A second was made by Gietzen. Motion passed unanimously. Harris reported that the numbers for CTAS agreed with the Bank Statement. Harris reported that a total of \$36,346.50 was received during September 2022.

Bills for September: Harris presented the bills for September 2022 to the Supervisors. After reviewing the bills, a motion was made by Kirchenwitz and seconded by Gietzen to approve the bills as presented. Motion passed with Ellingson abstaining on the Lakes Area Truck Repair bill due to a conflict of interest as he is an employee. The appropriate paperwork was signed by Ellingson and is on file with the Clerk/Treasurer.

OLD BUSINESS

Supervisor's Road Tour: (Separate Printout).

Rodel Drive/Trail: Kirchenwitz and Gietzen both reported that they had driven the road and both feel it looks good. Kirchenwitz stated that the work that was requested to be done from last month has been completed. Harris formally brought the petition to the board. She stated she checked all the people listed on the petition to make sure they were within three miles of the road and were registered voters of the township. She stated three signatures could not be used as there were problems, but there were still enough signatures to proceed. There was a motion by Kirchenwitz and seconded by Gietzen to approve the petition. Motion passed unanimously. Kirchenwitz opened the discussion on when to the hearing on site. The requirement is to set the hearing within 30 days. It was motioned by Kirchenwitz to have a public meeting at the site on November 4th at 3pm. and was seconded by Gietzen and carried unanimously.

Rodel Drive/Trail cont'd: Harris will do the notice in the paper next week. The Bixby Acres Property Association has the responsibility to send a return receipt certified letter at their own expense to all land owners abutting Rodel Drive and Trail within ten days of the Hearing. A visitor asked what would happen if someone refuses to agree. Harris reported that 75% of the land owners are what is needed to proceed.

Noxious Weed Report: Gietzen said he has completed and submitted the report to Harris who will obtain a copy of the year-end report to send to the Soil/Water Conservation Division.

395th Street & Beaver Dam Road Beaver Problem: Gietzen reported on 395th Street. It had been dug out in the road by beavers. That hole has been filled and they haven't been seeing any more activity since two beavers have been taken by Randy Klawitter and three beaver taken by Gary Saewert. On Beaver Dam Road, they haven't seen anything since they trapped two beaver out of there. Gietzen stated the beaver leveler will be going back into Beaver Dam Road but not on 395th Street because of the wide culvert.

Lake Access Road: Kirchenwitz stated that he went and looked at the gate and the chain and feels like it hasn't been moved since he has been on the Board. Harris talked with Sherriff Fitzgibbons last week regarding the Ordinance pending and explained the issues. She stated the Township wasn't looking for the deputies to go out of their way to monitor the road, but if they would check in their daily travels and stop if they see any issues. She stated that she told him the Township doesn't want to issue citations, but that the Township just wants to be able to control the problems we have been having and handle complaints we receive. She will virtually attend the Commissioners meeting tomorrow as they tabled the Ordinance from last month because the Commissioners wanted feedback from the Sherriff before making a decision on the Ordinance.

Mowing ditches: This has been done.

Snow Plow Trucks: Kirchenwitz reported that the red truck has some repairs that need to be done to have it operational. The major one is that the fuel tank leaks and would need to be replaced. Ellingson stated he thought we should go with a new tank and avoid any issues that could come up with a used tank. Gietzen stated that we would want to keep two trucks operational so they are ready when needed. Kirchenwitz stated that the cost for all the repairs will be \$6,800. There was a motion by Kirchenwitz to have Lakes Area Truck Repair do the needed repairs and seconded by Gietzen, with Ellingson abstaining due to a conflict of interest because he is an employee of Lakes Area Truck Repair. Motion Carried. Don Walz said he will make sure all the augers and shoots are working on the trucks. Kirchenwitz said he will help Walz load the trucks with sand/salt in November so they are ready to go.

Road Grader: The air conditioning is not working again. Gietzen said it was taken apart, cleaned and recharged this spring. Ellingson asked if we ever got the oil sample reports back from the lab. The Board reported that no one has seen a report. Ellingson will see if he can find out any information about it. Kirchenwitz brought up the idea of taking out the old office in the shop, explaining that we would have more room for storing the trucks and the grader with the wing on; and the V-plow on the front if we chose to put it on in the winter. Both Kirchenwitz and Gietzen think the wing should be put on the grader. Kirchenwitz will ask Al Sazama to see if it can be put on and what parts might be missing. Kirchenwitz will ask for quotes to do the work to get rid of the old office and report at the next meeting.

Central Specialties: Kirchenwitz stated that Central Specialties is still not here for crushing gravel, but they say they will still be coming.

Lake Region Electric: Kirchenwitz spoke with Lake Region Electric Cooperative regarding the work they are doing in the township right-of-way. They said they would add Dead Lake to the list of townships that want notification of any work they do in the right-of-way.

Approach Mutual: The final inspection will probably be in 2023.

NEW BUSINESS

Internet for the Town Hall: Kirchenwitz said it should be installed in the next week or two.

EOT Township Association meeting: This will be on Tuesday, October 25th starting at 6:30pm. in Deer Creek at the Community Center. Harris read the list of speakers. Lueders and Harris are planning to attend.

Resolution to pay bills: Harris informed supervisors of **Resolution #22-2007-01 Resolution for paying regular and ordinary bills if meeting is not possible** she brought to allow for the paying of regular and ordinary bills if a meeting is not possible. She explained that if a meeting is not held for whatever reason then the bills to keep the township going can be paid in a timely manner. There was a motion by Kirchenwitz and seconded by Gietzen to accept the resolution. Motion passed unanimously. There was a motion by Kirchenwitz seconded by Gietzen to not have a meeting in December 2022 unless there was an emergency item at which time a note would be placed on the Notice Board in a timely manner; further should no meeting occur, the necessary and ordinary bills would be paid and reported at the January 2023 meeting. Motion passed unanimously.

Winter Maintenance Agreement: Harris received information from the County regarding our winter maintenance agreement. In 2021 we requested 45 tons of sand/salt. It was enough for the winter so it was motioned by Kirchenwitz and seconded by Ellingson to request the same amount this year. Motion passed unanimously. Harris will get the resolution sent back to the County.

Mileage for Township: Our certified mileage states that the County has 36 miles for Dead Lake Township and that number determines our allocation from the state. There was discussion that roads have been added and the mileage has never increased. The roads that would need to be added are: Rodel Drive; Rodel Trail; 390th Street; and Ruddy Duck Road. Harris will figure the correct mileage and get the report in to the County.

2023 Seal Coat/Traffic Markings: The Township will not be participating.

2023 Signs & Posts: The Township takes care of any needs we have ourselves so no need to participate.

Snow Fences: Kirchenwitz asked Gietzen when he would like to put up the snow fences. Gietzen said we could use another 150 feet this year. They will put them up in November before the ground freezes.

Renew Geek Squad Protection Plan for the computers/printers: Kirchenwitz took care of this.

Line up tow trucks: Ellingson will line up the tow trucks for early am or late pm during the winter.

360th Street: Kirchenwitz called a guy in Perham about patching the area and he wasn't able to anytime soon. He called a contractor in Deer Creek for seal coating and they came out right away and patched the area.

Edna Township: On 400th Street shared with Edna Township, Dennis Sazama called Kirchenwitz and was upset that we had cut trees on their side of the road and billed them for it. Gietzen brought up that we haven't billed them for the plowing, grading or other maintenance as they have never paid as they should have been doing according to the Township Line Road Agreement. Edna Township has their meetings on the 3rd Tuesday of every month and Gietzen will be attending their meeting.

Amor Township Shared Road 340th Street: Ellingson brought up that he received a call about the road we share with Amor Township has not been getting bladed and was wondering why. We are on an every other year maintenance agreement with them. Harris is going to verify whose it is to maintain this year.

Upcoming Items on the Calendar: November 8th General Election. The hours will be 7am-8pm. There will be testing of the voting machines in Fergus Falls on October 21st and October 24th at the Government Operations Center.

Housekeeping Items: 3 items were brought to the board's attention.

The next regular Board Meeting will be held at 6:00 p.m. on November 14, 2022 at the Dead Lake Township Hall.

Having no further Township business to conduct, Gietzen motioned to adjourn the meeting. Kirchenwitz seconded. Motion carried unanimously. The meeting adjourned at 7:01 p.m.

Respectfully submitted:



Cheryl Harris, Clerk/Treasurer

Approved:



Justin Kirchenwitz, Chairperson

2022 Dead Lake Township Road Tour

October Notes

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. Letters are being sent. Kirchenwitz spoke with DNR who informed him that there is grant money available for various purposes. Supervisors discussed the need to look into this and asked Harris to investigate and report back. Kirchenwitz checked with the local DNR to see if we could file early for 2024 since 2023 has already been decided. Report to follow.

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. 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.

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. This project is still waiting for quotes. Quotes were received from Christensen Construction and Wells Excavating, LLC. With the lower quote, the project was awarded to Wells Excavating, LLC. This project is done and looks good.

Legend:

May

June

July

August

September

October

Date Range : 9/16/2022 To 10/31/2022

<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>
10/05/2022	United Community Bank	Payment on Loan October 2022	9337	\$1,000.00			
					285-41940-602-36	General Government Buildings and Plant	\$792.49
					285-41940-612-36	General Government Buildings and Plant	\$207.51
10/04/2022	Best Buy	Computers/printers protection plan renewal	9339	\$214.37			
					100-41420-208-	Recording and Reporting	\$214.37
10/10/2022	Darrell Hatlevig	46 pr gopher feet @ \$3.25 per pair	9340	\$149.50			
					201-43101-454-	Highways, Streets & Roadways	\$149.50
10/01/2022	Do It My Own	(2) Boxes of rat/mice poison for shop (174) packets per box	9341	\$234.40			
					201-41940-409-	General Government Buildings and Plant	\$234.40
10/10/2022	Lakes Area Truck Repair Inc	Grader Reprs: Lube & Fuel filters;Chevron Delo 24 qts; Fuel wtr separator; DOT Decal;4"	9342*	\$506.67			
					201-43126-221-31	Road and Bridge Equipment	\$506.67
10/10/2022	Perham Printing	Claim forms	9343	\$84.06			
					201-41420-203-	Recording and Reporting	\$84.06
10/10/2022	Wells Excavating LLC	BDR-clean culvert/remv beaver leveler; cleaned out/dug out bvr dam/culv south of 395th St,	9344*	\$25,076.00			
					201-43101-453-700	Highways, Streets & Roadways	\$450.00
					201-43101-441-809	Highways, Streets & Roadways	\$1,400.00
					201-43101-408-	Highways, Streets & Roadways	\$3,726.00
					201-43101-442-701	Highways, Streets & Roadways	\$18,750.00
					201-43101-439-701	Highways, Streets & Roadways	\$750.00
10/10/2022	Gary Saewert	(2) bvr on BDR; (2) bvr on 395th St; lure & Wire	9345	\$325.00			

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					201-43101-453-700	Highways, Streets & Roadways	\$150.00
					201-43101-453-809	Highways, Streets & Roadways	\$150.00
					201-43101-224-	Highways, Streets & Roadways	\$25.00
10/10/2022	Lake Region Electric Coop	Electric Bill - 2022 August & September	9346	\$77.84			
					100-41940-381-49	General Government Buildings and Plant	\$77.84
10/10/2022	Menards, Inc.	Const screws; (3) 4 x 8 OSB	9347	\$50.54			
					100-49141-223-36	General Gov't Building and Plant Parking Lots	\$50.54
10/10/2022	Arnold Gietzen	50 miles reimbursement	9348	\$31.25			
					201-43101-331-34	Highways, Streets & Roadways	\$31.25
10/10/2022	Dawn Lueders	127 Miles - reimbursement	9349	\$79.38			
					100-41425-331-34	Clerk	\$79.38
10/10/2022	Dave Ellingson	Mileage Reimbursement 39 miles	9350	\$24.38			
					201-41110-331-34	Council/Town Board	\$24.38
10/10/2022	Cheryl Harris	Reimb - 118 mileage	9351	\$73.75			
					100-41425-331-34	Clerk	\$73.75
10/10/2022	Forum Communications Company	Ad for Grader/backup snow plow operator	9352	\$18.59			
					201-43101-341-	Highways, Streets & Roadways	\$18.59
10/10/2022	PERA	PERA deductions for employees October 2022	9353	\$240.99			
					100-41950-121-111	Tax Payments	\$129.10
					100-41950-173-113	Tax Payments	\$111.89
10/10/2022	Internal Revenue Service	Federal Withholding 3rd Quarter 2022	9354	\$1,870.99			
					100-41950-127-	Tax Payments	\$1,870.99
10/10/2022	Minnesota Revenue	State Withholding 3rd Quarter 2022	9355	\$184.20			

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					100-41950-127-	Tax Payments	\$184.20
10/10/2022	Lakes Area Cooperative	12 gal diesel for snow plow truck	9357	\$58.00			
					201-43101-212-71	Highways, Streets & Roadways	\$58.00
Total For Selected Claims				\$30,299.91			\$30,299.91



 Arnold M Gietzen Town Supervisor

10/10/22

_____ Date



 Dave Ellingson Town Supervisor

_____ Date



 Justin W Kirchenwitz Town Supervisor

_____ Date