

Dead Lake Township
PO Box 54
Richville, MN 56576

Dead Lake Township Monthly Meeting Minutes
February 12, 2024

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, and Tammy Trosdahl.

There was nobody in the audience.

The Pledge of Allegiance was recited by those present.

Monthly Meeting Minutes: Supervisors reviewed the January minutes. A motion was made by Kirchenwitz and seconded by Ard to approve the January 2024 Meeting Minutes. Motion passed unanimously.

Financial Report: Trosdahl reported the figures for January 2024 as follows:

General Fund	\$ 24,242.34
Road & Bridge Fund	\$ 41,892.87
Township Equipment Fund	\$ 37,500.00
Fire Fund	\$ 2,831.21
Verizon Lease Payment	\$ <u>1,750.27</u>
Total	\$108,216.69

A motion was made by Kirchenwitz to approve the January 2024 Financial Report. A second was made by Ellingson. Motion passed unanimously. It was also decided to transfer the remaining \$7,500 now from the Road and Bridge Fund to the Equipment Fund on a motion from Kirchenwitz and seconded by Ard. Motion carried unanimously. Trosdahl reported that the numbers for January for CTAS agreed with the Bank Statements. Trosdahl reported that a total of \$5,309.51 was received during January 2024.

Bills for February: Lueders presented the bills for February 2024 to the Supervisors. After reviewing the bills, a motion was made by Ellingson and seconded by Kirchenwitz to approve the bills as presented. Motion passed unanimously.

OLD BUSINESS

Grader Wing Stand: Ellingson spoke with Snow Wing Cart from Hutchinson about a wing cart for the grader wing. The cart would make installing and removing the wing very easy and would be easy to roll out of the way for storage. The cost would be \$3,450 and the delivery charge would be \$2.10 per mile one way. The delivery charge includes Snow Wing Cart setting the wing stand up, helping and instructing how to remove the wing from the grader. Kirchenwitz made a motion to purchase the wing stand from Snow Wing Cart and to have them deliver it and help with setting it up and removing the wing from the grader. Ard seconded the motion. Motion carried unanimously. The Supervisors asked Lueders to call and order the wing cart from Snow Wing Cart.

NEW BUSINESS

Murray Road: Nicholas Snavelly from the MN DNR reached out to the Board about the condition of Murray Road on the section that goes down to the DNR parking area. The DNR was wondering if the road was a township road. Snavelly had papers that there was discussion and a public meeting about vacating the section of Murray Road that turns to the south from the corner and goes to the DNR parking area. Snavelly was asking for verification whether that portion of Murray Road was ever vacated. If that portion of the

Murray Road (cont.): road was not vacated, then Snavelly was asking if Dead Lake Township was supposed to be maintaining that portion. Kirchenwitz spoke with Snavelly and informed him that according to the meeting minutes, there was a public meeting and discussion about vacating that portion of Murray Road. At the November 2011 meeting the Supervisors held a vote on the petition to vacate that portion of Murray Road. The board voted no to vacate Murray Road. Murray Road will remain a minimum maintenance road.

Asphalt by sidewalk: There was discussion about putting down asphalt in front of the building where residents park for the monthly and annual meetings. Kirchenwitz was approached after the annual meeting in 2023 regarding how muddy it gets and it currently is especially hard for residents that are handicapped to navigate through the mud. This was brought up for the board to consider for a future meeting. At the same time the Supervisors discussed the possibility of maybe doing concrete out from the shop garage doors in the future. There may be some funding through the state for projects like this. Lueders will do research into these funds for future use. Both of these projects would be in the future. This is not a decision that needs to be made at this time.

Building Project: Kirchenwitz brought up the possibility of better utilizing the office space in the old building since the township now has the new Town Hall. There has been discussion in the past that the old office space is not being used at this time and the extra space for the shop would be very beneficial to allow the trucks and grader to have more room and better parking for the equipment. Ellingson agreed that we are not using the space in the shop the best. Ellingson feels we would have to get someone in to look at the walls and see if any of the walls are supporting walls and what options would be available for plans to take out the old office wall and expand the space in the shop. Kirchenwitz stated that the Verizon lease payments currently received are to be used for the upkeep of the town hall property. Doing a building remodel project would not increase any taxes or increase the levy. The payments would come from the Verizon tower lease payments. The loan for the new town hall building is over half paid off. Ellingson said he would talk to some people and work on getting ideas and quotes for taking the wall out of the old office to expand the usable space in the shop.

Chloride Quote: Kirchenwitz heard from Fergus Power Pump regarding chloride this year. Fergus Power Pump quoted, 88 cents per foot for 2024; 91 cents per foot for 2025; and 95 cents per foot for 2026. Fergus Power Pump is currently holding the same amount as we used last year for chloride. The quote last year was for .86 cents. Kirchenwitz feels that Fergus Power Pump did a good job last year and the application held up well on the roads. Ard felt that in 2023 the chloride was applied little too early. Ard said the ground was not settled in 2023, if the road is packed then the chloride settles down into the gravel and the road stays packed. When you apply it too early there is a small amount of loose gravel on top. Instead of the chloride staying on the gravel and keeping it bound together, it goes down below the loose gravel and the loose gravel stays loose. Ard feels the chloride was applied a couple of weeks too early. Ard also said it is hard to pick a date to apply the chloride because it all depends on weather and temperatures. Kirchenwitz made a motion to go with Fergus Power Pump for the chloride spraying in 2024. Ellingson seconded the motion. Motion carried unanimously.

355th Avenue: Ellingson received a call about a culvert on 355th Avenue that was put in about three years ago. The culvert is sinking down and maybe a better foundation needs to be put down. The Supervisors will look at the culvert when they do the road tour.

Calendar Items: The calendar items were: East Otter Tail Township Association meeting on March 4th at Thumper Pond at 1:30pm; Presidential Nomination Primary on March 5th with voting from 7:00am to 8:00pm at the town hall; Absentee voting for the annual township election on March 9th from 10:00am-12:00pm at the town hall; Annual Township election and meeting on March 12th with voting from 5:00-8:00pm with the annual township meeting at 8:15; Board of Canvass will meet following the annual meeting. Spring Short Courses begin on March 18th.

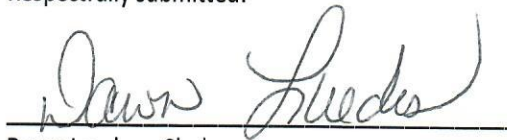
Housekeeping Items: Lueders had the license tabs that need to be put on the snowplow trucks. Ellingson said he would take care of it. Reminder to get mowing, gravel, and spraying quotes for the March meeting. Kirchenwitz will take care of getting these quotes.

The mail received was 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 March 11th, 2024, at the Dead Lake Township Hall.

Having no further Township business to conduct, Ellingson motioned to adjourn the meeting. Ard seconded. Motion carried unanimously. The meeting adjourned at 7:11p.m.

Respectfully submitted:



Dawn Lueders, Clerk

Approved:



Justin Kirchenwitz, Chairperson

Date Range : 2/1/2024 To 2/29/2024

<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>
02/01/2024	Amazon	binders and dividers. Recorded as 24.77 in February. Actual was 25.77	9663a	\$1.00			
					100-41420-201-	Recording and Reporting	\$1.00
02/01/2024	Postmaster	stamps for general and absentee ballots	9664a	\$77.60			
					100-41901-204-	Other General Government	\$77.60
Total For Selected Claims				\$78.60			\$78.60



Dave Ellingson

Town Supervisor

3/11/24

Date



Duane Ard

Town Supervisor

3/11/24

Date



Justin W Kirchenwitz

Town Supervisor

3/11/24

Date

Date Range : 2/13/2024 To 3/11/2024

<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>
03/05/2024	United Community Bank	March loan payment	9666	\$1,000.00			
					285-41501-602-	Financial Administration	\$865.03
					285-41501-612-	Financial Administration	\$134.97
03/03/2024	Arvig	Internet monthly fee	9667	\$86.95			
					100-49141-325-36	General Gov't Building and Plant Parking Lots	\$86.95
03/11/2024	Kennedy & Graven, Chartered	cell tower lease agreement; review proposal & prior lease; e-mail comments to Cheryl	9668	\$183.75			
					100-41601-304-	Legal Services	\$183.75
03/11/2024	Snow Wing Cart LLC	regular snow wing cart, no changes, cost, delivery & setup	9669	\$3,781.80			
					201-43126-448-	Road and Bridge Equipment	\$3,781.80
03/11/2024	Lake Region Electric Coop	Electric Bill - February 2024	9670	\$75.17			
					100-41940-381-49	General Government Buildings and Plant	\$75.17
03/11/2024	Column Software PBC	publish absentee, annual election and annual meeting notice; 2/22, 2/29, 3/7	9671	\$150.93			
					100-41410-343-	Elections	\$150.93
03/11/2024	Otter Tail County Highway Dept	Mixed Sand/Salt Inv. 7663 = 8.15 tons @ \$31.70/ton	9672	\$258.36			
					201-43101-224-42	Highways, Streets & Roadways	\$258.36
03/11/2024	Dawn Lueders	mileage reimbursement for 308 miles @ .67	9673	\$206.36			
					100-41425-331-34	Clerk	\$206.36
03/11/2024	Tammy Trosdahl	mileage reimbursement; 56 miles @ .67	9674	\$37.52			

Date Range : 2/13/2024 To 3/11/2024


<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>
					100-41510-331-34	Treasurer	\$37.52
03/09/2024	Menards, Inc.	12 cup coffeemaker; glass cleaner; 6 outlet power strip; 4.4 cu ft compact refrigerator	9675	\$190.32			
					100-41940-211-36	General Government Buildings and Plant	\$4.38
					100-41940-560-36	General Government Buildings and Plant	\$185.94
03/11/2024	PERA	Withholding for PERA March 2024	9676	\$293.66			
					100-41950-121-	Tax Payments	\$157.32
					100-41950-173-	Tax Payments	\$136.34
03/11/2024	Internal Revenue Service	Federal Withholding March 2024	9677	\$524.32			
					100-41950-127-	Tax Payments	\$524.32
Total For Selected Claims				\$6,789.14			\$6,789.14



Dave Ellingson Town Supervisor

3/11/24

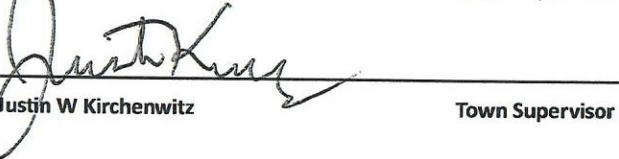
Date



Duane E Ard Town Supervisor

3/11/24

Date



Justin W Kirchenwitz Town Supervisor

3/11/24

Date