

2013 FAIRVIEW TOWNSHIP ANNUAL MEETING

The Annual Meeting of the residents of Fairview Township was called to order at 6:30 PM on Tuesday, March 12th, 2013 in the Fairview town hall by Clerk Marla Yoho with the Pledge of Allegiance.

Walt Richmond/ Norb Cronin/ Unanimous: Motion to appoint Jim Weizenegger as moderator.

Tom Dechmann/ Norb Cronin/ Unanimous: Motion to accept the Minutes of the 2011 Annual Meeting as presented.

Treasurer's Report:

Marla Yoho presented the following **Financial Statement for 2012:**

BEGINNING CASH		1/1/2012		
	Adjusted Checking	71,916.20		
	Bremer Money Market	<u>183,656.34</u>		
	ADJUSTED BEG. CASH	255,572.54		
REVENUE			<u>BUDGET</u>	<u>BALANCE</u>
	Interest	179.96	200	20
	Cass County	283,831.16	278,500	-5,331
	MN /Mkt Value Credit	4,821.48	2,150	-2,671
	Gas Tax Allocation	14,544.58	14,000	-545
	Miscellaneous	<u>1,079.00</u>	<u>1,250</u>	<u>-54</u>
	TOTAL	<u>304,456.18</u>	209,875	-8,581
TOTAL CASH		560,028.72		
ROAD & BRIDGE				
	Snow	17,294.00	25,000	7,706
	Blacktop Maintenance	20,721.20	35,000	14,279
	Gravel Maintenance	4,967.91	8,000	3,032
	Road Project	<u>78,987.55</u>	<u>110,000</u>	<u>31,012</u>
	TOTAL	121,970.66	178,000	56,029
FIRE & SAFETY				
	Pillager	75,284.99	75,500	215
	Mtgs & Signs	<u>1,654.90</u>	<u>2,200</u>	<u>545</u>
	TOTAL	76,939.89	77,700	760
GENERAL				
	Administration	22,503.25	21,500	-1,003
	Supplies	2,325.03	3,000	675
	Public Notices	843.65	2,000	1,156
	Insurance	3,420.00	3,500	80
	Dues & Subscriptions	2,132.44	2,250	118
	Mileage	2,446.01	1,750	-696
	Utilities	3,927.41	4,000	73
	Elections	3,204.90	3,500	295
	Parks & Rec	2,000.00	2,000	0
	Planning Comm	608.72	1,000	391
	Townhall Maintenance	1,548.43	2,000	452
	Legal & Special	6,688.00	3,500	-3,188
	IRS	1,755.05	1,500	-255
	PERA	2,425.52	2,250	-176
	Medicare (Employee Share)	-1,403.37	-1,250	153

PERA (Employee Share)	-1,212.76	-1,250	-37
	<u>53,212.28</u>	<u>51,250</u>	<u>-1,962</u>
TOTAL EXPENDITURES	252,122.83	306,950	54,827
ENDING CASH	12/31/2012		
Checking	120,978.85		
(Outstanding Checks)	<u>-9,367.72</u>		
ADJ Checking Balance	111,611.23		
Bremer Money Market	<u>196,294.73</u>		
ADJUSTED ENDING CASH	307,905.96		
CD INVESTMENTS	\$120,413.60	(\$42,791 Community Projects, \$78,622 Road Reserves)	

The Fairview levy tax rate for 2013 is based on a Taxable Market Value of \$272,162,400.

Tom Dechmann/ Norb Cronin/ Unanimous: Motion to **waive the reading of all checks** written during the year since the monthly expenditure reports are posted on the wall.

Norb Cronin/ Tom Dechmann/ Unanimous: Motion to **accept the Treasurer's Report** as presented.

Fire Report:

Walt Richmond reported it was a very busy year for the Fire Dept. They responded to **206 emergency runs in 2012**, 10 less than in 2011. 42 of the calls (or 20%) were in Fairview Township; this was 7 more than in 2011. About two-thirds of all calls responded to were medical, with 7 runs to Mount Ski Gull.

There are 23 volunteers right now, with 7 of them from Fairview Township. Each volunteer is required to attend 40 hours of in-house training and 25% of all calls. All firefighters are required to be medical First Responder and 'Firefighter I with Haz Mat Ops' certified within 2 years of joining the team. Most all have gone on to be Firefighter II certified. These classes were taught by four of our firefighters who are state certified instructors. Two more have just taken the test to become instructors. By having in-house certified instructors the Association saves thousands of dollars every year.

The volunteers logged 1,621 man-hours of training in 2012 and approximately 2,474 man-hours responding to calls.... or an average of 178 man-hours per volunteer, with an average of 12 members per run.

The 2014 budget for the Pillager Fire Dept. will be reduced from \$176,450 to \$171,950. This is the fourth year in a row where the budget has remained the same or been reduced. Fairview will be assessed 43% of that amount, or about \$74,000 for 2014. There was a great deal of discussion about possible ways of revising the budget allocation formula to make it more equitable. Fairview pays the highest portion (43%) based on overall Market Value, while having about 20% of the calls.

The Fire Dept. reimbursed \$1,004 to Fairview Township for electricity.

The Association paid off the newest truck 1-1/2 years early, mainly because they were paying more in interest than they were earning on holding the money in the bank.

They purchased an inflatable 15' by 4' rescue boat. The boat weighs 50 Lbs, but can hold 2,000 Lbs, and can be inflated with their breathing apparatus.

They are working through the process of replacing the 1998 6-wheeler with a Polaris Ranger.

The current utility truck is in deteriorating condition (they can see the ground through the floor), so they are searching for a newer truck that can also carry equipment to fight grass fires.

Road Report:

Road Supervisor, Tom Dechmann distributed the following Road Report:

Total expenditures for Road Maintenance and Construction in 2012:	\$121,971
Snow Removal:	\$17,294

Blacktop Maintenance:		\$10,160
Includes: Patching:		\$5,497
Holsapple Lane	Gull Lake Drive	
Crack Sealing:	34,810 Linear Feet, or 6.58 Miles	\$4,351
Cottagewood Drive	Maple Drive	Pinewood Drive
Orchard Park Lane	Quill Drive	Rookery Drive
White Pine Drive	Woods Drive	
Drainage, Misc:		\$312
Gravel Road Maintenance:		\$4,968
Includes Grading, Class 5 Fill,		\$2,401
Drainage Issues		\$2,567
General Road Maintenance:		\$10,561
Mowing Roadsides		\$6,305
Roadside Clean-Up, Mailboxes		\$1,935
Retroreflectivity: Sign Installation		\$2,321
Road Projects:		\$78,988
Forest Lane SW:		\$31,263
Anderson Brothers reconstructed a portion of the road with Geotex blanket to strengthen the road sub base and divert storm water runoff. This was patched with a 2" layer of asphalt. The entire 1,500 lineal feet was then overlaid with a 1 ½" asphalt wear coat.		
Hines Circle:		\$45,525
Anderson Brothers removed and patched deteriorated substrate areas with aggregate and asphalt. The entire 3,350 lineal feet was then overlaid with a 1 ½" asphalt wear coat.		

2013 Road Review: The 2013 Road Review will take place on Friday, April 19th at 8:00 AM. As the Board drives all of the Township roads they will determine roads in need of crack sealing, patching, brushing or any other maintenance required during the year to come. The majority of the Township roads were paved in 1993 as part of a major bank financed project. Those road surfaces are now 20 years, with some roads older than that. Rather than take on a major resurfacing project which would require a taking on bank debt again, the Board is trying to prioritize the roads in most need, and resurfacing 2 or 3 roads each summer as they can be covered by the budget.

Retroreflectivity: In 2011 the Township partnered with Cass County to purchase 86 new highly-reflective Regulatory road signs as required under the federally mandated Retroreflectivity program. In 2012 the Board received quotes from three area companies for the cost of removing and replacing the signs. The Township had planned to replace all of the sign posts, but after conversations with Dave Enblom, Cass County Highway Director, we realized the sign posts installed in the 1993 county-wide sign project are of the Highway Safety program acceptable weight. By not having to change out all of the posts, the Township was able to save quite a bit of money.

Last fall the sign faces were replaced with the new high reflective signs. Any signs that may need repositioning will be discussed during the Road Review in April.

Orchard Park Lane: After the 7" to 8" of rainfall last spring, we received a call from the area State Campground Director who said the Rock Lake Campground access on Orchard Park Lane was underwater and the campers had to be evacuated. Nothing could be done until the water receded. Even after the water receded off the road, the campground remained partially flooded due to the culvert being clogged. Jon Rardin brought in equipment to clean out the culverts and to grade the gravel up from the sides to crown the road. This damage was caused by the May rainfall event which did not qualify for damage reimbursement funds from FEMA.

Pillager Lake Road: The natural springs along the Pillager Lake Road have caused on-going drainage and

wash-out problems on Pillager Lake Road, sometimes preventing people from accessing their homes. This is a narrow, gravel road with a high embankment on one side. The Board and Jon Rardin discussed possible options for solving the problem, besides grading and fill as has been done in the past. We agreed to spend \$1,428 for the installation of a 24" catch basin and ditch grate with a 12" culvert across the road. The area surrounding the catch basin and culvert was filled with rock and leveled with Class 5.

The Board will be looking into the possible installation of a Klemson Leveler due to the continuing problem with beavers blocking the culvert.

Forest Lane SW: Forest Lane SW is a paved dead end road with no dedicated turn-around. A portion of the road surface had deteriorated and settled due to surrounding wetlands. Engineers from Bolton & Menk recommended removal and patching of the problem areas with a Geotex blanket to strengthen the road sub base. This was then covered with a 2" layer of asphalt to bring the surfaces in line. The entire road was overlaid with 1 ½" of asphalt. Two bids were received, with the job being awarded to Anderson Brothers. Work began on August 13th and was completed on August 20th. The total cost, including engineering, was \$31,363.

Hines Circle: The paved surface of Hines Circle had deteriorated over the years, with several large areas that have been patched over the years due to severe settling of the substrate. Engineers from Bolton & Menk recommended the removal and replacement of the substrate in the problem areas. Two bids were received for the project, with the bid going to Anderson Brothers. Work began on August 12th and completed on August 20th. They removed the substrate and replaced it with Class 5, topped with 2" of asphalt to level the surface. The entire 3,350 lineal feet road surface was then overlaid with a 1 ½" asphalt wear coat. The total cost, including engineering, was \$45,525.

Future Road Projects Under Discussion:

Fairview North-East Project for 2013: Birch Bay Drive, Rardin Road, Hill Drive, Pillsbury Forest Rd
Fairview South-East Project for 2014: Red Oak Drive, Red Oak Trail, Gregory Drive, Shadow Trails Drive

2013 Road Update: Tom spoke about the difficulty of budgeting for road issues that can crop up unexpectedly due to weather events, such as the torrential rains last spring that caused flooding on Orchard Park Lane. In 2012 we spent \$17,294 for snow removal over the whole year. So far, from January 1st through March 5th, we have paid out \$24,322 for snow removal and that doesn't include the major snow event of last week, the rest of the spring or early next winter. This exemplifies the importance of carrying a sufficient reserve in the Road & Bridge budget.

The "Fairview North-East" project planned for 2013 will probably be revised due to the "GullView Lodge" construction that will be taking place on the old "Quartedeck" site. That construction will impact the road surface and alignment with Birch Bay Drive. Our work on that road will be delayed until construction is complete and one of the roads from the "Fairview South-East" project may be traded out for inclusion in 2013 resurfacing.

Fairview Planning Commission: Ken LaPorte, Chair of the Fairview Planning Commission, is also serving as a Commissioner on the Cass County Planning Commission. He reported that the Cass County Commission has started to rely heavily on the opinions submitted by the Fairview Planning Commission.

It has been a fairly quiet year, showing that it was a wise decision to leave the ultimate responsibility for Planning and Zoning with the County and having the Township form a planning advisory Board.

Ken summarized the Variances and Conditional Use Permits that were applied for within the township in 2012:

- 1) Application on Long Lake Dr to remove an existing residence with new construction on the same footprint. The lot size was restrictive to moving the new house farther from the lake. That Variance was allowed.
- 2) Application on Birch Forest Rd to exceed the maximum shoreline alteration width beyond the allowed 14 ft by 10 ft to create a wide beach area. The Variance was denied as there was no identifiable "practical

difficulty" and the property owner already had reasonable use of his beach area.

3) Application on Pine Song Dr to construct a 30' x 40' garage with a smaller setback (5 ft) from the road than the required 20 feet. The property owner was offered some options as to structure size and a 10 ft setback, but they ultimately withdrew their application and made some property alterations that did not require a variance.

4) Application on South Agate Shore Drive for a land reclassification to rezone lots to Commercial. After the field inspection the Cass County Planning Commission asked the property owner to provide more specific plans before they could render a decision, but the property owner withdrew his application.

5) In 2012 the Planning Commission issued a CUP to 'Quarterdeck Properties' to allow the construction of several individual housing units that would be individually owned, but would be retained in a rental pool for approximately 50% of the year. This construction would take place over a period of time, possibly up to 10 years, as they would be built only as they were sold.

In January of 2013, 'Quarterdeck Partners' made an application to have that CUP amended to reconfigure the resort property to allow the removal of most all existing buildings and the construction of a 3-story, 68 unit "GullView Lodge" resort building with meeting facilities and a detached food service building. The Planning Commission believes that this condensed timeframe for construction will be better. There were questions from area residents about the number of boat slips (96), but Mr. Steffen was able to provide acceptable substantiation for the 96 slips and the Cass County Planning Commission did give approval for the amended CUP on March 11th. Demolition/ construction should start in the winter of 2012/13.

6) In 2012 a resident on Red Oak Drive applied for an "after the fact" variance for a storage building by the water's edge of Sylvan Lake, a stairway leading to the shoreline that was constructed 1 foot wider than the width allowed within the 75 foot shore land setback, and a large elevated patio with fire pit that was partially constructed within the 75 foot shore land setback. The property owner claimed they were not aware of any Covenants and did not receive approval from their Homeowner's Assn. or apply for any permits. The Fairview Planning Commission recommended the storage building be removed, the stairs be narrowed and that a portion of the patio within the shore land setback be allowed to remain. The Cass County Planning Commission voted to make the property owner remove the storage building, rework the stairway to the required width and the remove all of the portion of the patio that extends into the shore land setback.

The property owner brought a suit against the Cass County Planning Commission to have their decision overturned. Judge Smith sided with the Cass County Planning Commission and found that their decision on removal should stand. At their meeting on March 11th, they set a deadline for removal of June 30, 2013.

Pillager Park Report: Walt Richmond reported on significant events at the Pillager Lake Park over the last year:

- The S-T-S crew raked and cleaned up the Park last summer.
- They purchased 3 more picnic tables from the Knights of Columbus, bringing the total number of tables to 12.
- The DNR again pulled out the fishing pier and dock to prevent it being damaged by ice.
- They spent about \$4,000 to pave a new portion of the driveway and parking lot.
- They didn't have a "host camper" last summer, so Roland Anderson and Lee Shade will be doing some recruiting as they camp in the southwest this winter.

The dues for the Park will be \$2,000 per member again in 2013.

Fall Elections: The 2012 elections went very smoothly. Between the absentee ballots and new registrations on Election Day, Fairview Township had a 96.4% voter turnout rate. The revised layout inside the town hall worked well and, with the added voting stalls, the longest anyone had to wait to vote was about 5 minutes. Marla spoke about some of the changes that may be coming for the 2014 or 2016 elections that could affect budgets. There are 1,782 townships in Minnesota and 543 of them currently have mail balloting. This means that the registered voters within the township receive their ballots in the mail and there are no polling places. This has proven very cost effective for smaller townships and the vote return (voter turnout) has been higher than some standard townships. The ability to decide to become a mail-ballot precinct has been limited to townships

with a population of 500 or less. Due to the high voter/ ballot return rate and the cost saving, the legislature is considering increasing the parameters for becoming a mail-ballot precinct to townships with 1,000 or less population. As a matter of conversation there was agreement within the residents in attendance at the meeting that they would not be in favor of becoming a mail ballot precinct. It seems to be the one time when residents are actually encouraged to connect with their town hall and the local government. Also, due to the HAVA act, the legislature has required that all precincts (townships) use electronic ballot counters and have ballot marking equipment available. Cass County was able to qualify for some HAVA funds and purchased the required equipment in mass a few years ago. They keep them in climate controlled storage, maintain them, program and test them, and then deliver them to the various voting precincts for the elections. This has saved a lot of money for each of the individual townships. Unfortunately, these machines are becoming outdated. At some point in the somewhat near future they will have to be replaced. At that time townships will undoubtedly be required to budget more money to subsidize the new machines.

Pillsbury Forest Shooting Pit: Early this past summer, the DNR closed off the shooting pit in the Pillsbury State Forest in order to crush gravel for use on the Pillager Truck Trail (last fall) and Beauty Lake Rd (this summer). At first they refused to reopen the pit for recreational shooting and even considered closing off the entire Forest to shooting. They said they had concerns that the lead would be crushed with the rock and that the birds would be poisoned after the rock was spread on the roads. Also, the berms in the pit were decreased due to the crushing.

During the time the pit was closed there was a lot of random shooting all over the township, especially at road signs. Due to some pressure the DNR eventually decided to reopen the shooting pit, at least temporarily. They have divided it into three zones for various types of guns.

Township Trails: As part of the Micropolitan Planning Commission, Fairview Township joined with Cass County, Crow Wing County, and the cities of Lakeshore, East Gull Lake, Brainerd, and Nisswa to identify a viable path to extend the hiking trail system around Gull, ultimately connecting to the existing trail system in Nisswa and the proposed system in Brainerd.

Township Entrance Signs: Wagner Signs from Bemidji constructed and installed five 3' by 4'. The cost for four 3' x 4' sandblasted signs at the 5 main entrance points to the township. The signs read: "Welcome to Fairview Township" and "Est. 1922". The total cost was \$5,690. They are located at the north and south ends of CtyRd 77 and County Rd 1, and on Cty Rd 34 (or 112th St) as you enter from May Township.

Donations: Norb Cronin/ Kathy Brown/ Unanimous: Motion to authorize the Board of Supervisors to, at their discretion, make the proper donations in 2013 to support the CCED, Cass County Historical Society and other non-profit organizations that benefit the Township residents, up to a total of \$5,000. Dan Lewandowski spoke to the residents on behalf of the Lakes Area Dive Team. They all volunteer their time, own their own equipment and work under the auspices of the Cass County Sheriff's office. They aid in diving to investigate crimes and rescue drowning victims. The township cannot make donations directly to the Dive Team since we do not contract with them directly, but we can give to the CC Sheriff's Office with the stipulation that it be used for the Dive Team.

2014 Levy: The Levy for 2013 is \$284,200, as it was in 2012. The Larson, Allen accounting audit stressed the importance of carrying a reserve in the Township operating funds to cover not only unbudgeted emergency expenses but also to buffer for revenue shortfalls. The Road and Bridge fund is currently debt free and has been building up a reserve to avoid having to borrow for anticipated work on an aging road system, as discussed previously in the Road Review. Some of this reserve will be used to cover any shortage caused by excess Snow Removal expenses. The Fire fund will end 2013 with a small reserve to cover any unexpected minor maintenance on the fire hall. A small reserve has been budgeted for the General Fund. **Walt Richmond/ Jay Rardin/ Unanimous: Motion to set a levy of \$284,200 for 2014 (same amount as 2012 & 2013) broken down as follows: Road & Bridge \$165,000, Fire & Safety \$76,000 and General Fund \$43,200.**

Liquor and Gambling Licenses : Tom Dechmann/ Kathy Brown/ Unanimous: Motion to approve the Liquor Licenses for Jake's City Grille, Mount Ski Gull and the Quarterdeck/ GullView Lodge.

Walt Richmond/ Kathy Brown/ Unanimous: Motion to approve gambling permits at Jake's City Grille, and

Quarterdeck/ GullView Lodge, as well as any special case requests (such as Lakeshore Conservation Club raffle) that may be requested.

Other Issues:

2014 Fairview Township Annual Meeting: Ken LaPorte/ Kathy Brown/ Unanimous: Motion to approve Annual Meeting at 6:30 PM on Tuesday, March 11th at the Fairview Town Hall.

2013 Board of Review will be held on Friday, April 19th at 1 PM at the Town Hall.

2013 Road Review will take place on Friday, April 19th starting at 8 AM. Township residents are welcome to follow along or to advise the Board of any road repairs they would like to have reviewed.

Tom Dechmann/ Sharon Owen/ Unanimous: Motion to adjourn the Annual Meeting at 8:20 PM.

Respectfully submitted,
Marla Yoho, Clerk