

BOARD OF SUPERVISORS MONTHLY MEETING August 11, 2014

The August Monthly Meeting of the Fairview Township Board of Supervisors was called to order at 6:30 PM in the Fairview Town Hall on Monday, August 11, 2014 by Chairman Jim Weizenegger with the Pledge of Allegiance. Other Board members in attendance were Supervisors Walt Richmond and Tom Dechmann, Clerk-Treasurer Marla Yoho and Deputy Clerk-Treasurer Sharon Owen.

Richmond/ Dechmann/ Unanimous: Motion to accept the **Minutes of the July Monthly meeting** as presented.

Treasurer's Report: Sharon reported the following month-end balances in the Township accounts: **\$93,913.09 in Checking** and **\$217,404.07 in Money Market** funds. Road & Bridge CDs total \$79,212.55 and the Community Projects CD is \$43,101.65. **Revenues for July totaled \$56,383.79** (\$6.37 interest, \$94.00 Electricity Reimbursement, \$51,708.29 in Property Taxes, \$1,755.50 Certified Township Aid, \$2,817.63 PERA Refund); **Expenditures totaled \$33,504.00** (\$12,637.00 Road & Bridge, \$7,550.00 Fire; and \$13,317.00 General Gov't expenses).

Dechmann/ Richmond/ Unanimous: Motion to approve the Treasurer's Report as presented.

Road Report:

Ossego Rd and Birch Bay Rd Paving Project: Anderson Bros. started the paving project on **Ossego and Birch Bay** Roads on July 16th, doing the milling and patching on Birch Bay Rd. On the 23rd they paved and overlaid both roads. They were able to complete the project using about 30 ton less of bituminous than was in the proposal. The accepted quote totaled \$78,687.13, but paperwork submitted by Bolton & Menk indicates the total billing should be \$76,385.43. One mailbox had to be pulled and when Tom replaced it, he placed it back farther from the roadbed. Another specialty steel mailbox, at the Dennis Kamstra property, was hit by one of the Anderson Bros. machines. Loren Benson told the Kamstras to order a new one and send the bill to Andersons.

Tina Hatch called the office today because the rain had washed some of the sand from the shouldering onto their driveway. Tom cleaned it off and added some grass seed to the shoulder, but it may happen again.

Culverts: Tom received a call from Vic Sofie, a new property owner on **Shadow Trail Dr.**, who wanted to know if the township requires a culvert and if we would supply it. Om told him to rely on the advice of his excavator as to if a culvert was needed, and that he would be responsible for providing his own materials.

Rockwood Rd: Tom received a call from Dale Plutowski, the new owner of the Weiland property (3587 Rockwood Rd) at the end of Rockwood Rd. He said the runoff water comes down Rockwood, across his yard and on into the lake. Tom hasn't had an opportunity to check the problem when it is raining.

Rardin Minimum Maintenance Road: Jon Rardin has had Gopher State mark the electric lines along the road to make sure that nothing is disturbed when they remove the trees along the road. He will do the grading and place a berm by the Leighton property after the trees are removed. In response to his email, Marla has advised Leighton of the township's plans and told him that this will not be a permanent solution. It is up to him to have a trench or some other diversion installed.

Snow Removal Policy: Dechmann/ Richmond/ Unanimous: Approved resolution to accept the **Snow Removal Policy** as revised. This resolution will become part of the Road Maintenance contract to be forwarded to Jon Rardin.

School Bus Routes: Eric Fornshell marked a township map with the roads the Pillager School Bus will be travelling during the 2014-2015 school year. The route includes travelling down Rardin Minimum Maintenance from Cty Rd 15 to pick up students on Cottage Wood and Rardin Rd. Eric explained that they use the Minimum Maintenance road because it is safer for the bus to come down that portion of the road than it is to try to make the sharp turn from Cty Rd 77 to Rardin Rd and vice versa.

May Township / Mayfair Road: The Fairview Board has received two communications from May Township in which they request that Fairview pay half of the expenses to be incurred in performing maintenance on the lower and Minimum maintenance portions of Mayfair Road.

The first letter, dated June 23rd, suggested that the last 4/10th of a mile north of 108th Street could use a lift of gravel. The cost to apply 3" of gravel, using May Township's grave; supply, grader and contractor to haul, was estimated at \$3,500. They requested that Fairview pay \$1,750 of that amount.

The second request, not dated, but received August 11th, concerned the road south of 112th Street. The road has sand pockets and needs ditches. May would like to create ditch lines in the hill section and place that material as fill to raise the roadbed by the ponds an additional two feet from present elevation, install a culvert and cover the road with gravel. The

estimated cost for this work would be \$10,000, of which they would like Fairview to pay half or \$5,000. The last Road Maintenance Agreements between May and Fairview Townships are dated April 13, 1992. In those agreements, Fairview agrees to grade and snowplow that one-mile portion of Mayfair Rd above Cty Rd 34. May Township agreed to grade and snowplow the one-mile portion of Mayfair Rd below Cty Rd 34. Fairview and May agreed that any major improvements to this road, including engineering, labor and material would be divided 50/50 between the two townships.

History: *After requests and concerns from several residents along the Fairview portion of the road, in December of 2001 the Fairview Board agreed the road needed to be paved. The Board of May Township was contacted and asked to participate. In January of 2002, Dave Rasinski received a call from the Chair of the May Board in which they gave Fairview permission to do whatever they wanted with Mayfair Road, but May would not participate. In February, Dave received quotes from Tri-City Paving and Anderson Bros. The low bid of \$57,398.69 was received from Anderson Bros. Loren Benson was present at the meeting to discuss their bid. Anderson Bros. had recently purchased 120 acres of land on Mayfair Rd., including 40 acres that would remain a homestead. The balance of the land will eventually be used as a gravel pit (not for at least 5 yrs.). Taking that into consideration, there was concern that the road should be constructed to withstand the anticipated additional workload. While most roads are constructed to handle a 4 to 5 ton workload and the Anderson Bros. bid reflected that, Andersons thought this road should be constructed to handle a 7 ton load, with a 5" base of Class 5 and a 2" layer of bituminous.*

As the Annual Meeting in March 2002, the residents voted to allow the Board to proceed with the "Fairview West" project, which included the Richmond Rd. intersection, Hines Circle and the one-mile portion of Mayfair Rd., constructed at the 4 to 5 ton workload. The Township took out a loan through Bremer Bank to finance the project and the work was done in September, 2002. Since the township did not opt to construct the road to handle a heavier work load, Anderson Bros. claimed they would not plan to use Mayfair Rd when they activate the gravel pit in the future.

Dechmann/ Richmond/ Unanimous: Motion to not spend any money on Mayfair Road at this time. They directed Marla to send a letter to the May Township Board in which she explains the reasons behind the decision.

Fire Report:

East Gull Lake: Dave Kavanaugh, Mayor of East Gull Lake, presented four different proposed contracts or options to Randy for review.

Option #1: \$25,000 Just Fire and Rescue Services, not First Responders

Option #2: \$20,000 Just Rescue services

Option #3: \$40,000 Fire, rescue and First Responder services

Option #4: Fire protection and Rescue service for the years of 2015 & 2016 for the cost of \$50,000, with a requirement of a one year written cancellation notice by the City of East gull lake.

Whatever decision is made, it will not go into effect until January 1st, 2015.

Water Storage Tanks: The Pillager School has a 10,000 gallon fuel oil tank that will need to be removed once the natural gas lines are installed. The school has offered the tank to the fire department. Hengels has agreed to store the tank until the department decides where to install it.

Randy Lee is working on getting the necessary plumbing parts for the 8,000 gallon tank on Doug Kueper's property.

Propane vs. natural gas: Beaudry has quoted a price of \$1.649 per gallon for the coming winter. The Board discussed the rates for natural gas versus propane. The Pillager Assn. has reported it would cost about \$2,000 to switch back to natural gas since they cancelled the service in the past. Marla will contact Xcel Energy to get a cost estimate with billing to the township as a new customer.

Donations: Mount Ski Gull has donated \$400 in appreciation of the wash-down services provided by the Fire Dept. at the Xtreme 5K Mud Run. They also received \$500 from the Brainerd Fire Dept. for their participation in the Integra practice burn. The Firemen's Relief Assn. has donated \$5,000 from pull-tab proceeds to cover new uniform shirts and jackets (\$1,000) and Medical equipment for the Ranger (\$4,000).

There have been 31 runs since the last meeting, with two in Fairview (1 medical and 1 lift-assist). The Y-T-D total is 149, the same as 2013.

Pillager Park: There will be a meeting of the Pillager Park Board on August 18th to discuss the refusal of My Township to pay their full dues allotment.

Old Business:

Internal Audit: The final copy of the 2013 audit has been completed by CliftonLarsonAllen. The only "Material Weaknesses" they could identify were the "Limited Segregation of Duties" since the Clerk has primary control of accounting and financial duties; and the "Internal Control over the Financial Reporting Process" where management is monitoring financial decisions opposed to outsourcing accounting functions. These are fairly standardized findings that are applied towards most townships.

Mary Reedy and Tom Koop had the following comments about the reserves being maintained in the three main funds: General Fund is very stable with solid reserves. Road & Bridge Fund is also stable and adequate, subject to whether the Town has identified any specific large projects for which the Town will need to use the reserves. Fire is only \$3,866 but that may be adequate if the Town can pay Pillager in July and December. The Town should build the reserves to 50% of the expenditures.

Richmond/ Weizenegger/ Unanimous: Motion to accept the Audit as submitted.

PERA: Marla and Sharon's **PERA** accounts have been audited and their new balances reflect a definite decrease in value. They removed investments from the DCP plans back to 2010 and reinvested the base funds into the COORD plan for the last 3 years. Sharon's account value is even, but both Marla and the Township received a refund of \$2,817.34 due to interest that accrued, but could not be reinvested.

Marla spoke with a representative of the **Minnesota Benefit Assn**, which provides the Township Group Life Insurance. Since the Township has included Sharon in the program up to this point, they may, at their discretion, keep her included in the future, even though her position has changed from elected to appointed and she doesn't work a minimum of 20 hours per week.

New Business:

Local Board of Appeal: *Richmond/ Weizenegger/ Unanimous:* Motion to advise the Cass County Assessor of the Township's intention to hold the Board of Appeal and Equalization in 2015.

Broadband Grant Application: Marla has attended meetings with Region 5 Dev. and had conversations with CTC concerning the possible application for a grant from the \$20 Million fund set by the State of Minnesota for the installation of fiber optic in areas of the state that are un-or-underserved for broadband. Within Fairview there are approximately 400 properties along the Cty. Rd. 77 corridor (on about 44 roads) which are un-or-underserved within the township, all located outside the existing CTC telephone service area. All grant applications will be weighted for factors such as health facilities, businesses, economic deficiency, etc. CTC has felt it would be more beneficial to combine Fairview and Ft. Ripley Townships into one application since they have two different sets of weighting factors. Fairview has the professional and residential factors, while Ft. Ripley has the economic need. The total cost of installing fiber optics in the two areas would be \$4 million. One of the primary requirements for this application is documenting local support. CTC sent a letter to all un/underserved residents inviting them to fill out an online survey or to attend a town hall meeting on August 19th. Kristi Westbrook, CO of CTC, will make a presentation and explain what may be required of the township, including letters of support and matching funds. Neal Gaalswyk is asking the Cass County Commissioners to write a letter of support at their meeting on the 19th.

Clerk's Report:

January Monthly Meeting: *Richmond/ Dechmann/ Unanimous:* Motion to approve holding the January Monthly Meeting on January 6th (the first Tuesday of the month).

MAT Dist. 11 Annual Mtg: The District 11 Annual Meeting will be held at the Walker Community Center on August 27th at 6:00 PM. The MAT attorneys are available for consultation from 5 to 6 PM. Tom and Marla will attend and try to meet with them to review the existing Townline Road Maintenance Agreements with May Township and have them evaluate the current situation.

Dechmann/ Richmond/ Unanimous: Motion to approve payment of all Claims as submitted. (Aye: Dechmann, Richmond, Weizenegger).

10814	CTC	Internet	44.95
20814	CenturyLink	CenturyLink	84.06
30814	Crow Wing Power	Electricity 5/15-6/15	139.00
40814	PERA	PERA	368.03
3736	Rardin Excavating	Grading, Clean-up, Patching	3,962.50
3737	Bolton & Menk	Ossego/ Birch Bay Rd Project	720.00
3738	Frontline Plus Inc	Batteries for Town Hall Siren	300.00
3739	Brainerd Dispatch	Filing Notices	177.20
3740	CliftonLarsonAllen	Internal Audit	2,000.00
3741	Caleb Bermel	Town Hall Mowing	90.00
3742	Ellie Dechmann	Election Judge Training	84.00
3743	Allen Larson	Election Judge Training	84.00

3744	Linda Larson	Election Judge Training	84.00
3745	Marilyn LePage	Election Judge Training	84.00
3746	Lola Nootenboom	Election Judge Training	72.00
3747	Nancy Wangstad	Election Judge Training	72.00
3748	Tom Dechmann	Administration to 8/11	714.49
3749	Sharon Owen	Administration to 8/11	181.83
3750	Walt Richmond	Administration to 8/11	233.87
3751	Jim Weizenegger	Administration to 8/11	116.94
3752	Marla Yoho	Administration to 8/11	1,411.69
		TOTAL	\$11,024.56

Richmond/ Dechmann/ Unanimous: Motion to close the meeting at 8:55 PM.

Respectfully submitted,
Marla Yoho, Clerk

Chairman, Jim Weizenegger