

BOARD OF SUPERVISORS MONTHLY MEETING July 8, 2014

The July Monthly Meeting of the Fairview Township Board of Supervisors was called to order at 6:30 PM in the Fairview Town Hall on Tuesday, July 8, 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 June Monthly meeting** as presented.

Treasurer's Report: Sharon reported the following month-end balances in the Township accounts: **\$71,038.83 in Checking** and **\$217,398.54 in Money Market** funds. Road & Bridge CDs total \$79,212.55 and the Community Projects CD is \$43,101.65. **Revenues for June totaled \$100,976.88** (\$5.80 interest, \$56.00 Electricity Reimbursement, \$100,915.08 in Property Taxes); **Expenditures totaled \$16,889.65** (\$2,151.75 Road & Bridge, \$37,514.00 Fire; and \$16,889.65 General Gov't expenses).

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

Road Report:

Crack Sealing: Tom reported that Rardins completed the crack sealing this month. There were some areas that weren't done to Tom's satisfaction, but Jon sent the crew back out and they made some corrections.

Pillager Lake Rd: Walt mentioned that he checked on Pillager Lake Rd. and the flow through the culvert is wide open, but he couldn't see the catch basin. Tom will have Jon Rardin check it out.

Orchard Park Ln: There was some discussion about the work that is needed on Orchard Park Ln. where the pavement meets the gravel near the **Rock Lake Campground**. Jon has made it passable with gravel, but the road should be reworked where the pavement has broken up. This end of the road gets a great deal of traffic due to the campground. Marla will write to Steve Bartz at the DNR to begin conversation concerning the possibility of a grant to help with this project.

Mayfair Road Snow Removal: Tom and Marla spoke with May Township Supervisor, Bob Anderson, at the Short Course and asked if the May Board had received the Fairview letter concerning snow removal on Mayfair Rd. He said they had discussed it at their June 23rd meeting and were sending a letter to quote the prices. Marla sent an email to the May Township Clerk asking for that quote, but has not received an answer yet.

Ossego Rd and Birch Bay Rd.: Bolton & Menk submitted bid requests for the Ossego & Birch Bay Road project to Rardin Excavating, Tri-City Paving and Anderson Brothers Construction. At the bid opening this morning there was only one bid received, from Anderson Brothers Construction, in the amount of \$78,687.13. This bid was significantly below the original Bolton & Menk estimate of \$94,110. Richmond/ Dechmann/ Unanimous: Motion to award contract to Anderson Brothers Construction (Ayes: Weizenegger, Dechmann, Richmond).

Road Maintenance Contract: The Board reviewed the proposed Road Maintenance Contract and made a few changes. Dechmann/ Richmond/ Unanimous: Motion to accept the Road Maintenance Contract template.

Snow & Ice Control Policy: The Board reviewed the proposed Snow & Ice Control Policy and made a few revisions. Dechmann/ Weizenegger/ Unanimous: Motion to accept the Snow & Ice Control Policy as revised.

Road Maintenance Contract 2014-2016: The legal advertisement requesting Road Maintenance Quotes for the July 1, 2014 through June 30, 2016 timeframe was published June 13th, 19th, 20th, and 26th in the Brainerd Dispatch and the Echo Journal. The only Quote was received from Rardin Excavating (as attached). Dechmann/ Richmond/ Unanimous: Motion to accept the Quote for Road Maintenance from Rardin Excavating. (Ayes: Dechmann, Richmond, Weizenegger)

Roadside Mowing Contract 2014-2016: The legal advertisement requesting Roadside Mowing Quotes for the July 1, 2014 through June 30, 2016 timeframe was published June 13th, 19th, 20th, and 26th in the Brainerd Dispatch and the Echo Journal. The only Quote was received from Rardin Excavating (as attached). Dechmann/ Richmond/ Unanimous: Motion to accept the Quote for Road Maintenance from Rardin Excavating. (Ayes: Dechmann, Richmond, Weizenegger)

Rardin Minimum Maintenance Road:

Leighton: Chris Leighton spoke with Marla and sent a picture concerning the way the road is eroding as it leads into his driveway. Jon Rardin and the Board were in agreement that the driveway was placed in a bad place.

Jon will have his crew grade the road and create a berm at the top of the driveway, but it was agreed that this will not eliminate the problem. This is a minimum maintenance road. Last year the township spent over a \$1,000 to clear a path in the township R-O-W for the installation of lines for the Leighton's electricity, which saved them the expense of buying an easement across adjoining properties for that installation. This was an unbudgeted expense.

The Board directed Marla to write the Leightons a letter explaining the above comments and suggest that he contact Jon Rardin to discuss digging a trench and filling it with crushed rock.

Tree Removal: Rardins will be cutting out trees on the west side of the road and will remove some completely to widen it out slowly over time.

Mayfair Minimum Maintenance Road: May Township has sent a letter asking the Board to share in the cost of adding 3" of gravel to the last 4/10th mile of Mayfair Minimum Maintenance Road. In their letter, they estimate the total cost to be \$3,500, using May Township's gravel, grader and hauling contractor. The Fairview Township share would be \$1,750. The Board noted that, other than the low spot, the road had appeared to be in fairly decent condition during the Road Review. Walt suggested that the Board could reallocate the \$500 that was not spent in 2012. The Board agreed to table the issue until the August meeting when we have received the information from May on snow removal on Mayfair Road.

Fire Report: Walt reported that **October 9th is Fire Prevention Week** and there will be an Open House at the Pillager Fire Hall.

East Gull Lake: Dave Kavanaugh has indicated to Randy that East Gull Lake will be voting at their next Council meeting on whether to contract with the Pillager Fire Assn. for their **fire coverage**, for a one or two year period, at a cost of \$20,000 per year. If approved, after they have some experience, they will consider building their own fire hall and purchasing the necessary equipment.

Mount Ski Gull has asked for volunteers from the Fire Department to provide wash downs after the **Extreme Mud Run** on July 12th.

Doug Kuepers has offered the Fire Dept. access to use an **8,000 gallon water tank** on his property as a holding tank if they are willing to pay for the plumbing and hook-up fixtures.

The minimum cost for connecting to the **natural gas line** being run into Pillager will be \$27 a month for 10 to 15 years. There will be a meeting in Pillager next week.

There have been 15 runs since the last meeting, with none in Fairview. The Y-T-D total is 118, 15 less than 2013.

Pillager Park: Walt said the Pillager Park was well used over the 4th of July weekend, with cars parked everywhere, even along the road.

Planning Commission: The Cass County ESD sent a list of proposed amendments to the Cass County Land Use Ordinance. Those changes include: 1) Permitting additions to non-conforming structures when the addition meets all setbacks. 2) Allow small animals (chickens/ rabbits), which may or may not be commonly kept as pets, on a riparian parcels with controls. 3) Make vegetation removal on slopes/ bluffs consistent with earth moving on slopes/ bluffs with use of mechanized removal to be determined by ESD. 4) Allow a platted lot to be split into two parcels without going through the platting process. 5) Change the use of PC/BOA initials in Land Use Ordinances.

Old Business:

Internal Audit: Mary Reedy of ClintonLarsonAllen has asked for additional information for completion of the 2013 audit and expects to have the final report and financial statement ready for the August Board Meeting.

Weather Warning Sirens: The new weather warning siren operated properly on the monthly first Wednesday test, but the siren across from the town hall did not go off. Frontline Plus said they would be up to service it sometime during the week of July 14th.

Town/ Fire Hall Roof: The installation of the new roof was completed on June 20th. Jay Rardin said the original fire hall portion of the roof was installed without "H"hooks, which caused the sponginess. The crew removed the original shingles and replaced them with new shingles and extended ice shield. They did not find any signs of rotted wood.

PERA: Since Marla and Sharon now serve in appointed positions, they have had to change from the DCP to the COORD plans of PERA. Under DCP the contributions from the elected official and the Township are each 5%. Under the COORD plan, the appointed employee pays 6.25% and the Township pays 7.25%. Because the change in plans was not made

back in 2007, PERA is going back 3 years (statute of limitations) to analyze if either the employee or the Township owes them any additional deposits. Their first impression is that increases in interest on the accounts will possibly cover any difference that may be due.

New Business: None

Clerk's Report:

Township Welcome Signs: Marla has asked Caleb Bermel (TurfCare) to mow around the **Township Welcome signs**. Tom and Walt were in agreement that the sign located by Pillager Park should be moved to the metal posts that are still in place from the old metal sign.

The Cass County Highway Dept. has again requested that the Welcome sign located at the north border on Cty 1 be moved out of the R-O-W. Marla will contact **Darwin Cole** to discuss some options for protecting the sign from his cows and asking him to mark where the sign can be placed. We also should have written permission from Darwin for placement inside the fence, on his land.

The **Pillager Senior Citizen Center** has been sold to the Family Safety Council. As Larson Abstract Co. processed the closing papers, they discovered that the building was actually owned by the township. It had originally been conveyed to Fairview Township by the State of Minnesota on 10/3/1969. On June 4, 1983, Fairview Township signed the building over to the Pillager Senior Citizen Center. That deed was recorded, but the Senior Citizen Center was never recorded as a non-profit organization, never had a MN Tax ID number and never filed an income tax return, so the title then falls back to Fairview Township. The building is now going to be razed. No money has crossed hands at this point. There was some question on the status of the "donation" the township made in 2013 for the new roof, since the Senior Citizen Center was not actually a non-profit organization. However, since the building was still, legally, owned by the township, the expenditure can be considered as "maintenance".

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

JULY 2014 EXPENDITURES

CLAIM #			CHECK AMT
10714	CTC	Internet	44.95
20714	CenturyLink	CenturyLink	85.13
30714	Crow Wing Power	Electricity 5/15-6/15	129.00
40714	PERA	PERA	351.62
3724	Brainerd Dispatch	Legal Notices	310.11
3725	Bolton & Menk	Ossego/ Birch Bay Rd Project	225.00
3726	Rardin Construction	Town/ Fire Hall Roof	14,850.00
3727	CliftonLarsonAllen LLP	Internal Audit	2,600.00
3728	Rardin Excavating	Crack Sealing	8,497.00
3729	Rardin Excavating	Grading, Clean-Up, Mowing, Etc	3,915.00
3730	Caleb Bermel	Town Hall Mowing	90.00
3731	Tom Dechmann	Administration to 7/8	321.58
3732	Sharon Owen	Administration to 7/8	115.38
3733	Walt Richmond	Administration to 7/8	233.87
3734	Jim Weizenegger	Administration to 7/8	125.12
3735	Marla Yoho	Administration to 7/8	1,610.24
		TOTAL	\$33,504.00

Richmond/ Dechmann/ Unanimous: Motion to close the meeting at 8:25 PM.

Respectfully submitted,
Marla Yoho, Clerk

Chairman, Jim Weizenegger