

## 2012 ANNUAL MEETING

The Annual Meeting of the residents of Fairview Township was called to order at 6:30 PM on Tuesday, March 13th, 2012 in the Fairview town hall by Clerk Marla Yoho with the Pledge of Allegiance.

**Walt Richmond/ Tom Dechmann/ Unanimous: Motion to appoint Jim Weizenegger as moderator.**

**Walt Richmond/ Tom Dechmann/ Unanimous: Motion to accept the Minutes of the 2011 Annual Meeting as presented.**

### Treasurer's Report:

Marla Yoho presented the following **Financial Statement for 2011:**

<b>BEGINNING CASH</b>		<b>1/1/2011</b>		
	Adjusted Checking	45,312.17		
	Bremer Money Market	<u>195,481.81</u>		
	ADJUSTED BEG. CASH	240,793.98		
REVENUE			<b><u>BUDGET</u></b>	<b><u>BALANCE</u></b>
	Interest	730.41	1,200	470
	Cass County	286,999.70	275,000	-12,000
	MN /Mkt Value Credit	13.39	100	87
	Gas Tax Allocation	13,834.47	13,000	-834
	Miscellaneous	<u>3,767.98</u>	<u>1,000</u>	<u>-2,768</u>
	TOTAL	<u>305,345.95</u>	209,300	-15,046
<b>TOTAL CASH</b>		<b><u>546,139.93</u></b>		
ROAD & BRIDGE				
	Snow	22,227.50	25,000	2,773
	Blacktop Maintenance	28,179.08	31,000	2,821
	Gravel Maintenance	8,098.46	9,000	902
	Road Project	<u>113,110.35</u>	<u>100,000</u>	<u>-13,110</u>
	TOTAL	171,615.39	165,000	-6,615
FIRE & SAFETY				
	Pillager	75,044.58	75,000	-45
	Mtgs & Signs	<u>1,502.82</u>	<u>2,500</u>	<u>997</u>
	TOTAL	76,547.40	77,500	953
GENERAL				
	Administration	18,271.47	23,250	4,979
	Supplies	3,065.85	3,500	434
	Public Notices	1,836.70	3,000	1,163
	Insurance	2,638.00	3,500	862
	Dues & Subscriptions	4,737.30	5,000	263
	Mileage	1,768.39	1,750	-18
	Utilities	3,715.67	4,500	784
	Elections	115.93	500	384
	Planning Comm	663.05	750	87
	Townhall Maintenance	1,412.79	5,000	3,587
	Legal & Special ***	2,779.21	6,250	3,471
	IRS	1,351.09	2,250	899
	PERA	2,170.94	2,500	329
	Medicare (Employee Share)	-1,039.86	-500	540
	PERA (Employee Share)	<u>-1,081.93</u>	<u>-1,250</u>	<u>-168</u>
		<u>42,404.60</u>	<u>60,000</u>	<u>17,595</u>

<b>TOTAL EXPENDITURES</b>		<b>290,567.39</b>	302,500	11,933
<b>ENDING CASH</b>	<b>12/31/2011</b>			
	Checking	74,032.13		
	(Outstanding Checks)	<u>-2,115.93</u>		
	ADJ Checking Balance*	71,916.20		
	Bremer Money Market**	<u>183,656.34</u>		
<b>ADJUSTED ENDING CASH</b>		<b>255,572.54</b>		
<b>CD INVESTMENTS</b>	\$120,331.99		(\$42,439 Community Projects, \$77,892 Road Reserves)	

The Fairview levy tax rate for 2012 is based on a Taxable Market Value of \$282,261,400.

**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.

**Tom Dechmann/ Dan Lewandowski/ 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 **216 emergency runs in 2011**, 52 more than in 2011. 35 of the calls (or 16%) were in Fairview Township; about two-thirds of all calls responded to were medical.

The Fire Dept. lost two good volunteers this year, one of whom was a doctor who moved to Duluth. There are 6 new recruits who will be going through training. There are 28 volunteers right now, with 7 of them in Fairview Township.

The 2013 budget for the Pillager Fire Dept. will be maintained at \$176,450, which is the same as 2012. The Fairview assessment for 2013 will be about \$75,045 if the property valuations of the townships and city making up the Association remain in the same proportions.

In 2011 the volunteer firefighters received \$62,247 in grants and donations including a FEMA grant of \$41,493 for bunker gear and a special washing machine for them.

The Fire Dept. reimbursed \$999 to Fairview Township for electricity.

The county wide 800 MHz radio system is up and running. Cass County received a grant to provide the equipment for the Fire Dept., including 17 handheld radios, 14 mobile radios and a base unit.

The Fire Dept. is promoting the Knox Box system. This calls for a special locked key box to be placed near the door of a house. In the event of an alarm the emergency responders can use a special key, which is locked in the truck, to gain access so they don't have to force entry. The Knox Box is especially recommended for seasonal owners, and several businesses in Pillager will soon have the Knox Box installed.

**Road Report:**

Road Supervisor, Tom Dechmann distributed the following Road Report:

<b>Total expenditures for Road Maintenance and Construction in 2011:</b>	<b>\$171,615</b>
<b>Snow Removal:</b>	<b>\$22,228</b>
<b>Blacktop Maintenance:</b>	<b>\$25,780</b>

Includes:

<b>Patching:</b>	\$5,146	
Agate Lake Rd	Agate Shore Dr	Red Oak Trail
Rardin Rd	Birch Forest Rd	Timber Ridge
Forest View / Beauty Lake Rd	Intersection	

<b>Crack Sealing:</b>	32,572 Linear Feet, or 6.17 Miles	\$5,548
Beauty Lake Rd	Birch Bay Dr	Forest View Ct
Green Bass Lake Ln	Gull Lane	Gull Lake Dr
Hill Rd	Maple Drive	Quarterdeck Rd
Richmond Rd	Sandy Point Rd	Shadow Trail Dr
Ski Gull Lane	So. Agate Shore Dr	So Agate Shore Trail
Vansickle Bay Rd	Westwood Shores Rd	

<b>Mowing Roadsides:</b>	\$6,820
<b>Sweeping, Road Signs, Roadside Clean-Up:</b>	\$6,382
<b>Striping:</b>	\$1,884

**Gravel Road Maintenance: \$2,178**

Includes Grading, Class 5 Fill, Drainage Issues  
 Mayfair Minimum Maintenance Road:

In partnership with May Township; cleared trees to widen roadbed to 20', cleared and filled with Pit Run gravel to smooth roadbed.

**\$6,041**

**Road Projects: \$113,110**

**Gull Lake Drive:** \$63,379

Anderson Brothers overlaid 2,300 lineal feet of Gull Lake Dr SW with 1 1/2" asphalt and road was reconstructed to divert storm water runoff.

**Gregory Drive:** \$49,731

Road surface and 18" of sub-soil removed on 260 lineal feet of the road that runs through a wetland. Replaced with a concrete culvert and 12" of non-frost-susceptible material, granular borrow, 6" of Class 5 aggregate base; overlaid with 2 1/2" of bituminous wear course asphalt by Anderson Brothers. An additional 360 feet, north of this repair was overlaid with a 1 1/2" bituminous due to surface deterioration.

**Retroreflectivity: \$2,278**  
 Ordered replacement Regulatory Signs to meet Federal Requirements

**2012 Road Review:** The 2012 Road Review will take place on Friday, April 20<sup>th</sup> 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 19 years, with some roads older than that. Rather than take on a major resurfacing project which would require a taking on a 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. By combining our needs with those of the County and several other townships we were able to purchase the signs at a significant savings. This spring the Township will be required to purchase all new lighter-weight, break-away posts which will be installed this summer, along with the new signs. The Cass County Highway Dept. has initiated an aluminum recycling program where the old but still useable sign blanks may be recycled with credit coming back to the individual townships. Some older, redundant signs may be removed during the process of hanging the new highly reflective signs.

**Mayfair Minimum Maintenance Road:** May and Fairview Townships committed matching funds to upgrading the Mayfair Minimum Maintenance Road, which runs along the town line of each township. The road had become highly overgrown and the road bed had become deeply rutted and almost impassable. Trees were trimmed back, the road was bulldozed, and large rocks were removed, then fill gravel was added to open the road bed to a 20 foot width and the clearance to 30 feet. Unfortunately, this fall, before freeze-up, a logging company used the road to access property at the north end. Their equipment has caused some damage but the logger has agreed to make repairs when they are done logging.

**Gregory Drive SW:** Last March a culvert leading to the wetlands surrounding a section of Gregory Drive froze up causing water to flow across the roadway. The culvert was jettied out but a portion of the asphalt, above the culvert, broke away when a truck was traveling across it.

The location of the road within the wetland made long term repairs more difficult than normal. After the completion of soil borings, a hydraulic analysis of the surrounding drainage area and a topographic survey, Phil Martin, an engineer with Bolton & Menk, provided the Township with different options for repairing the road. While one of them was a full section replacement, with more long-term benefits, it would have required a major reconstruction of the road which would have left the road impassable for an indeterminate number of days and left many homes inaccessible. The Board chose the option which called for removing the existing pavement and 18" of sub-soil, replacing it with 12" of non-frost susceptible material, 6" of class 5 and 2 ½" of bituminous. It also included the installation of an 18" x 45' concrete culvert with aprons on both ends. This process called for closing off one lane of the road at a time, allowing residents to traverse the road while the work was being completed. The estimated pavement life for this method of repair is 10 years.

**Quarterdeck Resort Road Vacation:** The Board of Supervisors has passed a Resolution approving the Abandonment of a portion of platted, but never used road which lies across the Quarterdeck property, under some of the buildings. There is some question whether the County recorder will require a Road Abandonment or a Road Vacation. There is a difference in statute between vacation and abandonment. The road can't be abandoned if the road was recorded on the plat with the County Recorder. This title was filed with the County Registrar of Titles, but not with the Recorder.

In order to be assured that all legal points have been covered to satisfy the County Recorder Tom Steffen has requested a Resolution of Vacation be presented to the township electors at the Annual Meeting.

**Tom Dechmann/ Ken LaPorte/ Unanimous:** Motion to approve the Resolution to Vacate the road as follows: That part of White Pine Drive as dedicated in the plat of Birch Bay on Big Gull, according to the recorded plat thereof, Cass County, Minnesota, lying southerly of the Northwesterly extension of the Northerly line of Lot 11, said plat and lying Northerly of the following described line. Beginning at the Northwest corner of Lot 17, said plat, and assuming the West line of said Lot 17 bears South 03 degrees 21 minutes 15 seconds West, thence North 69 degrees 46 minutes 11 seconds West 68.97 feet, more or less, to the West line of said White Pine Drive and said described line there terminating.

**Fairview Planning Commission:** Ken LaPorte reported Cass County ESD issued the following permits in Fairview Township in 2011:

New Buildings: 14, Total Permit Fees: \$2,460

Shoreland Alterations: 3, Total Permit Fees: \$420

Variations: , Total Permit Fees: \$1,580

Conditional Use Permits: 1, Total Permit Fees: \$395

Total Fees for 2011: \$4,855

With the downturn in construction it has proven to be a wise decision to leave the ultimate responsibility for Planning and Zoning with the County and having the Township form a planning advisory Board. In 2011, when considering variances and conditional use permits, the Cass County Planning Commission put more credence in the opinions submitted by the Fairview Planning Commission.

The Fairview Planning Commission should take advantage of some of the educational opportunities available to be prepared as the economy and construction may be picking up in the area.

Ken also mentioned the importance of any shoreland residents becoming familiar with the information contained in the "Cass County Shoreland Homeowner's Guide to Lake Stewardship".

**Pillager Park Report:** Walt Richmond reported on the status of several amenities planned for Pillager Lake Park:

- The Park Board had planned to buy some new heavy duty picnic tables from the S-T-S program, but the carpenter in charge of the program was released and there are no tables available.
- A couple of adult swings have been erected from the park equipment donated from Crosby last year.
- Last fall the DNR pulled out the fishing pier that had been damaged by ice the previous winter. They will either have it repaired or replace it completely.
- There were three Porta-Potties brought in for the 4<sup>th</sup> of July weekend to supplement the permanent bathrooms due to the high volume of usage the park got during the holiday. There was no vandalism this time.
- They are considering the expansion of the parking lot to keep cars from parking along the road.
- May Township would like to have electricity run to the pavilion, but aside from the high cost of the original installation, there is a concern that the use would be abused. The original By-Laws concerning how the park may be used are pretty restrictive.

The dues for the Park will be \$2,000 per member again in 2012.

All dues are paid to a fund maintained by Sylvan Township. They, in turn, write all the checks for trash removal, septic pumping, supplies, mowing, etc. May Township would like to have the member townships and city receive a breakdown of how the money is spent.

The "host camper" program has been working very well, with the same host campers in place for the last five years. The campers have agreed to come back again for the summer of 2012.

**Fall Elections:** The bills being considered by the Minnesota House and Senate in reference to Minnesota Voter ID have the potential to increase the costs incurred by the Township and all voting administrations depending on what equipment will be required for verifying voter IDs.

**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.

The City of Lake Shore has formed a team and hired Short, Elliott and Henderson (SEH) as the Trail Consultant/Planners at a projected cost of \$34,000. They received a grant of \$20,000 from Cass County Fund 73 and \$11,000 from Region Five to cover a majority of that amount. The City will cover the \$3,000 difference.

The total cost of this project could run as high as \$2 Million dollars, with hopes of acquiring about \$1.6 Million from various grants.

With Nisswa also working on their trail system, Fairview Township will soon be the missing trail link.

There was an extended discussion about the potential costs of the project far outweighing the benefits to the Township.

It was suggested that the question be put to the township voters on the ballot next November, with a full disclosure on the potential costs. Marla Yoho explained that there is no way to come up with a potential cost figure without getting a Planner/ Consultant to analyze the expense based on a potential trail placement and, there is no capability of putting an extended explanation on the ballot. Also, a majority of the township tax dollars come from seasonal property, and the owners of seasonal property in Fairview cannot vote here in November as they are normally required to vote in the precinct of their primary property.

**Norb Cronin/ Jane Gunsbury/ Unanimous:** Motion to allow Marla Yoho to create a mailing piece to be included with the next Township Newsletter. This mailing would include an estimate of potential costs, trail placement possibilities and a questionnaire to be returned to the Township for the purpose of determining overall property owner interest in pursuing the trail project.

**Township Entrance Signs:** Bids were received from two sign companies for 4 sandblasted signs to be placed at

the north and south ends of Cty 77 and Cty 1. The more reasonable bid came from Wagner Signs in Bemidji. The cost for four 3' x 4' sandblasted signs, installed and mounted to metal tubing and 6" x 6" treated posts with the basic wording "Fairview Township" would be about \$4,545 plus tax. There were two requests from the residents: to include a fifth sign on Cty Rd 34 and to include the words "Welcome To". **Ken LaPorte/ Jane Gunsbury/ Unanimous:** Motion to design and install five signs at the entrances to the Township, as long as proper approval is received, with the phrase "Welcome to Fairview Township". Overall cost will be higher than quoted due to the increased number and wording.

**Donations: Ken LaPorte/ Jim Weizenegger/ Unanimous:** Motion to authorize the Board of Supervisors to, at their discretion, make the proper donations in 2012 to support the CCED, Cass County Historical Society and other non-profit organizations that benefit the Township residents, up to a total of \$4,500, including \$500 for the Lakes Area Dive Team.

**2013 Levy:** The Levy for 2012 is \$284,200. 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 and to meet the federal "Retroreflectivity" program requirements.

The Fire fund will end 2012 with a small reserve to cover any unexpected maintenance on the fire hall.

A small reserve has been budgeted for the General Fund. **Jim Rardin/ Marvin Zeeb/ Unanimous: Motion to set a levy of \$284,200 for 2013 (same amount as 2012) broken down as follows: Road & Bridge \$165,000, Fire & Safety \$76,000 and General Fund \$43,200.**

**Liquor and Gambling Licenses :** **Walt Richmond/ Tom Dechmann/ Unanimous:** Motion to approve the Liquor Licenses for Jake's City Grille, Ski Gull and the Quarterdeck. **Walt Richmond/ Tom Dechmann/ Unanimous: Motion** to approve gambling permits at Jake's City Grille, and Quarterdeck, as well as any special case requests (such as Lakeshore Conservation Club raffle) that may be requested.

#### **Other Issues:**

The **2013 Fairview Township Annual Meeting** will be held on Tuesday, March 12th at 6:30 PM. **Dan Lewandowski/ Norb Cronin/ Unanimous:** Motion to approve 6:30 PM meeting time.

The **2012 Board of Review** will be held on Friday, April 20th at 1 PM at the town hall.

**2012 Road Review** will take place on Friday, April 20th 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.

**Norb Cronin/ Jane Gunsbury/ Unanimous:** Motion to adjourn the Annual Meeting at 9:10 PM.

Respectfully submitted,  
Marla Yoho, Clerk

James Weizenegger, Moderator