

BOARD OF SUPERVISORS MONTHLY MEETING

December 10, 2019

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

Weizenegger/ Dechmann/ Unanimous: Motion to approve the **Minutes of the November Monthly Meeting** with correction of road names and spelling.

Treasurer's Report: The following are the November 30th balances in the Township accounts: \$65,596.44 in Checking and \$227,171.99 in Money Market funds. **Revenues for November were \$386.27** (\$288.92 MMI interest; \$97.35 Gas and Electricity reimbursement). **Expenditures totaled \$3,459.09** (\$0 Road & Bridge; \$165.79 Fire; and \$3,293.30 General Gov't expenses.)

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

CD's: The four CD's held at BlackRidge Bank will mature on December 18th. The CD's have been at a .7% interest rate, but the renewal rate will be 1.2%. The funds in the Community Property CD will be needed to cover trail costs within the next couple of months. If we renew that certificate and then cash it in shortly after we will be penalized. Weizenegger/Richmond/ Unanimous: Motion to renew the three Road & Bridge CDs and put the proceeds from the Community Projects CD into the Bremer account.

Road Report:

- **Pillager Lake Rd**: At the November meeting the Board neglected to pass a resolution to close the Minimum Maintenance portion of Pillager Lake Rd. After the heavy snowfall, Tony Buettner called to have it closed to deter snowmobilers from going through. Tom placed the locked chain across the road on November 25th.

Dechmann/ Richmond/ Unanimous: Motion to close the Minimum Maintenance segment of Pillager Lake Rd for the winter months.

- **Birch Bay Dr**: Kari Rihm sent the township a letter indicating she wants the road to remain public and will have Dave Rasinski remove the Private Road signs. As of this meeting the signs have not been removed. Marla contacted Mike Rardin and told him we must include that portion of the road in our snow removal. He indicated he doesn't have the right equipment for that narrow road because the snow must be blown away since the road turn around is very small and there is nowhere to push the snow. Dave Rasinski said he will take care of that portion of the road in conjunction with plowing the Rihm property. Marla has asked him a for a price for completion of a contract and a copy of his insurance.

- **Sylvan Township Road Agreement**: The Sylvan Township Board has signed the Road Maintenance Agreements for Gregory Drive and West Lake Ridge Drive. Dechmann/ Weizenegger/ Unanimous: Motion to sign the agreement, which includes the dollar amounts for plowing (\$17.25) and mowing (\$50). They will be billed on a semi-annual basis.

- **Rockwood Rd**: On December 4th Tom received a call from Ron Johnson who complained that Rardins had left a 4-ft high snowbank at the entrance to his property. This road is difficult to plow due to the placement of the homes and lack of place to move the snow. Tom texted Mike and had them remove the bank.

Fire Report:

- Walt reported the Fire Dept. **practice burn was well attended.**

- Walt had the impression the Fire Dept calendars would be in the mail by Thanksgiving but he hasn't received a proof copy yet. Once he receives that it should take a week to get approval from all advertisers.

The cost of printing, labeling, inserting a self-addressed envelope, and the postage to mail the calendars is \$8,976, or \$3.26 per calendar. They will produce 2,750 calendars. 2,662 will be mailed and the balance will be dispensed to the various townhalls and Walt will have 88 to provide to the advertisers, etc.

- Marla spoke with Greg Ringler and then contacted Rick Peterson to discuss the possibility of adding information about the **File of Life** to the calendar mailing. The most cost efficient option (no extra cost) was to write a letter that would be printed on the back of the donation letter and to revise the donation receipt to ask residents if they want a File of Life and how many informational cards they need. It was agreed that when people return the letters/ receipts with a donation they will be processed by the Fire Dept. but then the letters requesting a File of Life will be forwarded to Marla. She will process the requests and mail the packets. She and her husband will supply the postage and cover the expense for that mailing.

- Sylvan Township will wait until spring to implement the new ordinance requiring a yearly fire inspection for rental units.

- There were 24 runs in November (? in Fairview) bringing the Year-To-Date total to 246, compared to 244 in 2018.

Fairview Trail Update:

- Marla presented the finalized documents from Bremer Bank to secure the **\$1.2 million Line of Credit**.

- Jenny Gunsbury and Marla presented large printouts from Bolton & Menk showing the **preliminary placement of** the trail. There are areas that must be reworked after the completion of some in depth survey work, especially in areas where the wetlands encroach into the county road easement. The printouts were highlighted to indicate areas where we may have to approach property owners for temporary “digging” easements, meaning the construction process may need to dig into their hillside area just to lessen the slope as it approaches the side of the trail. The land uprooted would be re-established with turf upon completion of the trail. There are approximately 12 areas where the slopes are steep enough to cause this issue, but these printouts didn’t include property lines. They will be included on the printouts as the route gets more formalized.

There will be several areas requiring **retaining walls**. Bolton & Menk asked us to consider whether we want these walls constructed of concrete block or tiered boulders. The Board and trail committee members in attendance agreed that the **boulders** would look more natural and environmentally friendly.

- **Trail Maintenance:** There has been some question about how the trail will be maintained without raising the levy. East Gull Lake allocates \$1,000 per mile each year for maintenance of their trail. What isn’t used within the year is carried forward for future repaving or maintenance. The township has 3 sources of funds that are related to public lands and forest, are not tied to the levy, and are not allocated to a specific fund by legislation. Those monies have been going into the Community Project Fund and have been used for ancillary trail expenses. Those funds and amounts are:

Forfeited Tax Settlements (property that has reverted back to the county for non-payment of taxes and is then sold). In 2018 we received \$1,565 and \$552 in 2019.

PILT (Money the state pays us as a form of compensation for the taxes we aren’t receiving for forest land). In 2018 we received \$11,043 and \$11,034 in 2019.

Pillsbury Trust Funds (These are funds Gov. Pillsbury dedicated from whatever revenue the state gets from the Pillsbury State Forest). Receipts from the DNR are erratic. In 2018 we received \$4,152, and nothing in 2019.

Richmond/ Weizenegger/ Unanimous: Motion to allocate these funds to the Community Projects fund to be used toward trail maintenance.

- Birch Bay RV Resort has sent the final \$1,000 of their pledge to the Community Fund.

OLD BUSINESS:

- **MATIT Insurance Premium Refund:** The township received a \$52 refund on the property insurance

premium paid last month due to the change to "Replacement Value" on the policy with MATIT.

- Marla spoke with Dawn Zimmerman at MATIT concerning the fire extinguisher. She was told MATIT doesn't require a yearly inspection by an outside agency and they just require a working extinguisher. A new fire extinguisher was installed in the town hall on Dec. 10th. It should be good for 6 years but the fill level on the gauge should be inspected by office staff or Board once a year and the tag should be signed.

NEW BUSINESS:

- Elite Detailing, the company that mows at the townhall and around the township signs, has been sold to Croix Management.

CLERK'S REPORT:

- Auditing firm Justin Clasen Co. is now Clasen Stegner & Schiessl CPAs Ltd. They will be working at the town hall on January 3rd. Marla has received a list of all the back-up documentation and files they will need to perform the audit, much of which is due by January 2nd.

- The MN Secretary of State's office requires the township to pass a resolution establishing their Polling place on a yearly basis. Richmond/ Dechmann/Unanimous: Motion to establish the Fairview Town Hall as the township polling place for 2020.

Upcoming Important Dates:

December 31st: Commitment for finalized quantity of Wetland Credits for trail due to Aitkin County.

January 3rd: Audit

January 7th: Board Meeting

DECEMBER 2019 EXPENDITURES

CLAIM #			CHECK AMOUNT
11219	Crow Wing Power	Electricity	173.00
21219	Xcel Energy	Natural Gas	80.54
31219	CTC	Phone, Internet	97.34
41219	Bremer Bank	Service Charge	7.50
51219	Bremer Bank Visa	Software	144.56
61219	US Treasury	4th qtr taxes &withholding	1,439.21
71219	Minnesota Revenue	4th qtr taxes &withholding	170.69
81219	Bremer Bank	Trail LOC Origination Fee	100.00
91219	PERA	Retirement Contribution	382.58
4618	Bolton & Menk	Trail-Survey & Engineering	25,430.50
4619	Bolton & Menk	Birch Bay DR Survey	905.50
4620	Elite Detailing	Mowing Town Hall & Clean Up	1,145.00
4621	Tom Dechmann	Administration to 12/10	163.71
4622	Sharon Owen	Administration to 12/10	201.74
4623	Jim Weizenegger	Administration to 12/10	126.29
4624	Walt Richmond	Administration to 12/10	252.58
4625	Marla Yoho	Administration to 12/10	1,639.80
4626	Tom Dechmann	4th Qtr Expenses	307.51
4627	Sharon Owen	4th Qtr Expenses	63.80
4628	Walt Richmond	4th Qtr Expenses	25.52
4629	Marla Yoho	4th Qtr Expenses	581.50
4630	Pillager Fire & Rescue	2nd Half Fire Assessment	36,949.57
4631	Rardin Excavating	Snow Removal and Salt Sand	9,375.00

4632 MATIT Workers Comp Premium 389.00
Total: \$80,152.44

Dechmann/ Richmond/ Unanimous: Motion to approve all claims for payment.

Richmond/ Dechmann/ Unanimous: Motion to adjourn the meeting at 7:55 pm.

Respectfully submitted,
Marla Yoho, Clerk

Jim Weizenegger, Chair