

BOARD OF SUPERVISORS MONTHLY MEETING

February 4, 2020

The February Monthly Meeting of the Fairview Township Board of Supervisors was called to order at 6:30 PM in the Fairview Town Hall on Tuesday, February 4, 2020 by Chairman Jim Weizenegger with the Pledge of Allegiance. Other Board members in attendance were Supervisors Walt Richmond, Tom Dechmann, Deputy Clerk-Treasurer Jenny Gunsbury, Deputy Clerk-Treasurer Sharon Owen and Clerk-Treasurer Marla Yoho via Facetime.

Richmond/ Dechmann/ Unanimous: Motion to approve the **Minutes of the January Monthly Meeting** as presented.

Treasurer's Report: The following are the January 31st, 2020 balances in the Township accounts: \$135,978.70 in Checking and \$228,008.08 in Money Market funds. **Revenues for January were \$4,540.08** (\$270.79 interest; \$208.90 Gas and Electricity reimbursement, \$25.00 Beer Settlement, \$4,035.39 Property Taxes); **Expenditures totaled \$34,046.05** (\$14,438.00 Road & Bridge; \$298.14 Fire; and \$19,309.91 in General Gov't expenses).

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

Road Report:

- Tom reported the month was very quiet except for a 5" snowfall and several smaller ones. **He has not been aware of any problems.**
- Tom Young had Stonemark perform a survey of the portion of land fronting his property on **Ossego Rd. (parcel 14-353-0211 Lot 2) that he would like to have vacated** (the area was originally platted as White Pine Drive on the Birch Bay on Big Gull plat). Marla forwarded the survey to Katie Norby, Cass County Recorder, for approval before having it presented at the Annual Meeting. The Recorder's office provide necessary corrections, which were sent to Stonemark.

Fire Report:

- Walt reported the **Fire calendar has turned out to be more successful** than anyone expected. They made approximately \$2,000 on the proceeds of advertising over the cost of calendar production. They have already had between \$6,000 and \$6,500 from donations.
- There have already been about 150 requests for the **File of Life**. The Fire Assn. secretary will accumulate the requests and forward them to Marla for fulfillment.
- The **East Gull Lake City Council** is meeting tonight and should approve the **2021 contract with the Fire Dept. at \$57,500**. After that they will contract on a year-to-year basis with their contract increasing or decreasing in the same percentage as the budget.
- Sylvan Township will be paying for Greg Ringler to take classes to qualify him as a Fire Inspector for the purpose of inspecting the rental properties in the township. The township will pay Greg as an employee and that position will be separate from the Fire Dept.
- Greg has prepared a **proposed 2021 budget with an increase of 7% over the 2020 budget**. That increase will be due to raising the stipend paid to firefighters from \$5 to \$7.50 per run. Also, the Fire Dept. auditor has suggested raising the pension amount by \$800 per year of service. Firefighters would be fully vested after 20 years and would receive \$3,800 per year of service.
- The department had 22 runs in January, which is up from the 24 in 2019.

Trail Committee: Marla reported Maddens has deposited their pledged \$5,000 donation into the Community Giving account.

-Jim Weizenegger and Jenny Gunsbury (Chair of the Fairview Township Trail Advisory Committee) signed a letter of support for the City of Lake Shores' grant applications.

- As an update, Bryan Drown advised they continue to work on adjusting the trail elevations to try to minimize the amount of grading and wetland impacts. They have been in contact with Cass County regarding trail alignment on curves and where highway chevrons are located with respect to the trail. They hope to have a plan set that could be sent to Cass County and MnDOT State Aid for review in 2-3 weeks.

Old Business:

2019 Audit draft review: Clasen, Stegner and Schiessl CPAs have submitted a copy of the Communications Letter and the "Financial Statements and Independent Auditor's Report" they have compiled from the 2019 audit. Again, segregation of duties was deemed a material weakness. There were no compliance issues and they determined the township has a healthy fund balance. The actual receipts were 24.7% lower versus the budget for the General Fund. (This is primarily due to uncertainty about when trail expenses would be needed and should be budgeted.) The township was encouraged to undertake mid-year budget reviews to revise budgets, which they do.

Richmond/ Dechmann/ Unanimous: Motion to sign the letter of representation. When Susan Schiessl receives the signed letter, she will submit the financial statement to the state. An invoice for \$4,952.00 will be submitted for payment at the March Board meeting.

New Business:

Planning Committee: Anderson Brothers has proposed a 120-acre gravel pit in May Township. They have submitted an Environmental Assessment Worksheet which will be reviewed at a Cass Cty Planning Commission hearing on February 10th. In their application they have indicated that they intend to use the access road created for the Hengel pit and will be using Cty Rd 108 and 34, opposed to a township road.

Highway Dept Informational Meeting: The Cass County Highway Dept will be holding their annual informational meeting on February 25th from 3 to 4 pm. Besides county construction projects and maintenance programs they coordinate with townships, there will be a presentation on the 2020 census. Tom will attend on behalf of the township.

Clerk's Report:

-**Election Judge Training:** There have been some glitches in getting the supplemental election judge online training program set up. Marla and Angie Rardin have been able to complete their training, but Sharon Anderson has had to reprogram the link for everyone else, which was completed today.

- The County Assessor has scheduled the **Board of Equalization** for Tuesday, April 21st at 1 pm.

- Marla has preparations and reports underway for the **annual meeting**.

- **1st Quarter Emergency Management Mtg:** Feb. 25th at 1:00 PM in Backus

- Highway Dept Informational Mtg: Feb. 25th 3 pm in Walker

- Presidential Nominating Primary: Tuesday, March 3rd 7 am-8 pm

- March Board Meeting: Wednesday, March 4th 6:30 pm

- Annual Meeting: Tuesday, March 10th 6:30 pm

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

10220	Crow Wing Power	Electricity	216.00
20220	Xcel Energy	Natural Gas	235.47
30220	Bremer Bank Visa	Software	24.68
40220	CTC	Telephone, Internet	97.24
50220	Bremer Bank	Service Charge	7.50
60220	PERA	Retirement Contribution	363.07
4644	Shirts Plus of Aitkin	Township Patches	123.66
4645	Rardin Excavating	Snow Removal 1/7-1/29/2020	10,052.50
4647	Tom Dechmann	Administration to 2/4/20	130.97
4648	Sharon Owen	Administration to 2/4/20	206.04
4649	Marla Yoho	Administration to 2/4/20	1,548.80
4650	Walt Richmond	Administration to 2/4/20	261.94
4651	Jim Weizenegger	Administration to 2/4/20	130.97
4652	Jenny Gunsbury	Administration to 2/4/20	124.67

Total \$13, 523.51

Dechmann /Richmond/ Unanimous: Motion to adjourn at 7:19 PM

Respectfully submitted,
Marla Yoho, Clerk

Jim Weizenegger, Chairman