

BOARD OF SUPERVISORS MONTHLY MEETING

JANUARY 8, 2019

The January Monthly Meeting of the Fairview Township Board of Supervisors was called to order at 6:30 PM in the Fairview Town Hall on Tuesday, January 8, 2019 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.

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

Treasurer's Report: The following are the year-end balances in the Township accounts: \$73,852.52 in Checking and \$497,615.89 in Money Market funds. **Revenues for December were \$127,665.48** (\$751.24 interest; \$134.51 Gas and Electricity reimbursement, \$2,786.50 Township Aid, \$315.12 Agric. Market Value Credit, \$123,678.11 Property Taxes); **Expenditures totaled \$2,388.40** (\$7,302.50 Road & Bridge; \$200.87 Fire; and \$4,885.03 in General Gov't expenses). \$40,000 General Funds and \$35,000 Fire Funds were transferred from Checking to MMI.

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

Township funds may now be deposited in Credit Unions that are federally insured by NCUA (National Credit Union Assn.). Local credit unions will be contacted and considered when the current CDs mature.

Road Report:

- Dec. 21: Tom received a call from Gary Bluth who voiced concerns about an excessive amount of ice on the shoreline bank where the McCormick house is being built on Birch Forest Road. Scott Navratil (from ESD) did inspect the property, but there was a great deal of snow cover. His comments: "failed to see any active run-off, there is frozen ice in the channel itself but given all the rain this autumn we would expect water to move through the wetland area. There has been no apparent manipulation of the outlet by excavation. We will continue to monitor."
- Jan. 3: Mrs. Moulton (end of Birch Forest Rd) called to say the snow plow had knocked down her driveway markers along the asphalt. She said she was going to put out her lawn furniture to make sure the plow doesn't come in so close.

Fire Report:

- Walt reported that there is a viable lead on someone to purchase the old fire truck.
- The mayor of Pillager had his city clerk make some phone calls to surrounding LGUs asking for information on how their fire assessments are formulated. She received 3 or 4 responses. Marla sent an email to 49 townships and received 4 responses, but only one contained a useable formula. She will send out a written reminder to all townships later this week to see if she can get a larger response.
- The payouts to the firefighters for runs in 2018 was only \$11,552 because several took advantage of the \$599 limit.
- The fire department has opted for an expanded service on the enhanced 9-1-1 phone service. For an extra \$10 per phone, the firefighter can forward their run information to their family/ others so they know the firefighter is on a run.
- Greg heard that OSHA has been inspecting turn-out gear and they are getting fined if it is not up-to-snuff. The gear costs about \$2,500 per person. They may have to replace some gear.
- There was no representative from May Township again this month.
- The department ended the year with 260 runs, which is down from 288 in 2017. There were 3 runs in

Fairview and 2 in East Gull Lake.

Reorganizational Meeting:

Richmond/ Dechmann/ Unanimous: Motion to have all Supervisors remain in the positions they currently hold (White Ballot) as follows:

Chair: Jim Weizenegger;

Vice Chair: Walt Richmond;

Road Supervisor: Tom Dechmann;

Fire Liaison: Walt Richmond

Noxious Weed Inspector: Tom Dechmann

Weizenegger/ Richmond/ Unanimous: **Motion to appoint Planning Commission: Board Liaison:** Tom Dechmann.

Weizenegger/ Dechmann/ Unanimous: **Motion to appoint the following Planning Commission**

Members: Ken LaPorte, Walt Richmond, Herb Richmond, Joe Fitterer (Walt Richmond abstained)

Richmond/ Dechmann/ Unanimous: Motion to maintain all **checking and savings funds in Bremer Bank** and **all CDs in BlackRidge Bank.**

Weizenegger/ Richmond/ Unanimous: Motion to designate the following **newspapers and posting places for public notices:**

Published: Brainerd Dispatch and Lake Country Echo

Posted: Jake's Grill and the Town Hall

Richmond/ Weizenegger/Unanimous: Motion to leave the stipend **paid to Board members for Township Board and Fire Board meetings at \$135. Planning Commission Liaison is \$125.00 plus Mileage.** (Ayes: Richmond, Dechmann, Weizenegger).

Weizenegger/ Dechmann/ Unanimous: Motion to leave the **hourly rate paid for office work and duties outside the regular monthly meeting at \$20.00 per hour**, which is in line with rates paid in the area for similar responsibilities. (Ayes: Dechmann, Richmond, Weizenegger).

Weizenegger/ Dechmann/ Unanimous: The rate paid for **Mileage reimbursement** will follow the 2019 IRS rate of \$.58 per mile. (Ayes: Dechmann, Richmond, Weizenegger)

Weizenegger/ Richmond/Unanimous: Motion to pay **Trail Committee Chair \$30** per organized meeting, as approved by the Board.

Conflict of Interest Resolutions: The elected board members (supervisors) signed Conflict of Interest Resolutions covering any wages they are paid for work done outside of the actual board meeting. Sharon Owen and Marla Yoho are employees and do not require resolutions.

Dechmann/ Richmond: Authorizing Contract with Interested Officer- Weizenegger: Weizenegger Abstained; Richmond Aye, Dechmann Aye.

Dechmann/ Weizenegger: Authorizing Contract with Interested Officer- Richmond. Weizenegger Aye; Richmond Abstained, Dechmann Aye.

Weizenegger/ Richmond: Authorizing Contract with Interested Officer -Dechmann: Weizenegger Aye; Richmond Aye, Dechmann Abstained.

The "Important Dates" schedule for 2019 was reviewed and approved for posting.

Dechmann/ Richmond/ Unanimous: Motion to move to the **March Monthly Board meeting to Wednesday, March 6th** due to the Annual Meeting on March 12th.

Trail Committee: Marla updated the Board on the progress made this last month.

- The GMRPT has sent a letter confirming that the Fairview Trail grant application for \$1,206,923 is being forwarded to the Legislature for approval.

- The DNR Federal Regional Trail Grant application, even though awarded, has not been funded yet. Marla is working on the additional paperwork that is due by February 1st, even though some of it is out of her hands.

Weizenegger/ Richmond/ Unanimous: Motion to approve the resolution giving the Fairview Trail Committee approval to accept the DNR Federal Regional Trail Grant and naming Cass County as the fiscal agent.

Old Business:

- Marla presented pictures of shirts and jackets that could be embroidered with the new township logo. It was understood that these clothing items will be charged as taxable income.

New Business:

Board of Audit: The Board reviewed the checkbook, bank statements, financial reports (manual and CTAS generated) and claims from 2018.

Richmond/ Dechmann/ Unanimous: Motion to approve the finance and cash records of 2018 as presented to the Board of Audit. (Aye: Weizenegger, Richmond, Dechmann)

Baseboard Heaters: The heater below the front window has not been working. Electric Etc. will be coming on Thursday morning to check it out.

Clerk's Report:

Short-term Rentals: Marla attended an "Administrators Meeting" at East Gull Lake last month. The primary subject of conversation was short-term/ vacation rentals. While everyone had concerns and some of the city councils had actually passed ordinances to control the rentals, no one had any ideas on how they were going to enforce their rules.

2018 External Audit: Justin Clasen and Susan Scheissl were in the office on January 3rd for the beginning of the audit. They will review the information and advise of any changes required on the CTAS system before the year-end report gets submitted to the State Auditor's office.

They delivered a "verbal reprimand", advising that we are not allowed to buy food for outside groups or personal (Board) purposes, such as when the township bought donuts for the Habitat for Humanity 500-mile Bike riders. Food may only be provided for publicly announced events, such as the annual meeting or our Community Outreach Day.

Year-End Reports: All of the year-end reports such as W-2's, IRS and Minnesota Revenue filings, Workers Comp Audit, Outstanding Indebtedness report, have been filed.

Highway Dept. Annual Meeting: Will be held on February 13th at Backus Land Office from 3 to 5 PM.

Out of Office: Marla will be out of the office from January 11th through March 5th, but she will be monitoring all township responsibilities via the internet, and the township phone will roll to her cell phone for immediate response. Sharon will be collecting all township mail.

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

10119	CTC	Internet & Phone	96.23
20119	Xcel Energy	Natural Gas - Fire Hall	171.01
30119	Crow Wing Power	Electricity	204.00
40119	PERA	Retirement Fund	341.22
50119	Bremer Bank	Service Charge	7.50
4473	Cass Cty Assn of Townships	MAT & CCAT Dues	1,044.01
4474	Marla Yoho	Postage, Supplies, Trail Promo Mugs	830.28
4475	Tom Dechmann	Administration to 1/8	135.65
4476	Sharon Owen	Administration to 1/8	133.06
4477	Marla Yoho	Administration to 1/8	1,479.26
4478	Walt Richmond	Administration to 1/8	252.58
4479	Jim Weizenegger	Administration to 1/8	145.00
4480	Rardin Excavating	Snow Removal	9,940.00

Total: \$14,779.80

Weizenegger/ Dechmann / Unanimous: Motion to adjourn at 7:50 PM

Respectfully submitted,
Marla Yoho, Clerk

Jim Weizenegger, Chairman