

BOARD OF SUPERVISORS MONTHLY MEETING

July 9, 2019

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 9, 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 June Monthly Meeting** as presented.

Treasurer's Report: The following are the June 30th balances in the Township accounts: \$90,502.70 in Checking and \$404,738.59 in Money Market funds. **Revenues for June were \$113,704.37** (\$737.34 MMI interest; \$171.47 CD Interest; \$136.12 Gas and Electricity reimbursement; \$75.00 Mailbox Post & Install; \$112,614.44 Cass Cty- Ad Valorem Taxes); **Expenditures totaled \$45,896.42** (\$677.50 Road & Bridge; \$37,166.61 Fire; and \$8,052.31 General Gov't expenses.)

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

Road Report:

- June 13th Tom installed a **mailbox post** at 10436 Orchard Park Lane.
- June 14th Tom reinstalled one of the signposts on **S Agate Shore Dr**. Someone pulled it completely out of the ground. He **installed 2 "No Outlet" signs** and then added the "No RVs or Campers" sign below the "No Outlet" sign near Cty 77.
- June 26th at the Summer Short Course Ruth Simpson (MAT Atty) said that just because someone builds a house on a **Minimum Maintenance road** doesn't mean that the township has to upgrade the road. Marla will try to verify. He also received new information on **Noxious weeds**, including Palmer Amaranth, Oriental Bittersweet and Spotted Knotweed.
- On July 8th Tom met with Mike Rardin to make him aware of some Cow Parsnip, a noxious weed, on Pinewood Dr. Today, Mike had the entire east side ROW mowed (2 more swaths).
- There hasn't been any word from **Bolton & Menk or Knife River on when the road project** may start. All residents on Birch Bay Drive and Gregory Dr (including the ones on the Sylvan portion of the road) were sent a letter advising of the road work.
- Anderson Bros should have most of the crack sealing done in the township.
- Tom discovered another **culvert under Cottage Wood Dr** which should be added to our inventory. That brings the total township culverts to 16.

Fire Report:

Walt reported:

- Greg Ringler and Tom Youngblom wore their uniforms to the last Fire meeting. (Greg also wore his to the Community Outreach Day). They have developed a policy on when the uniforms may be worn: the person wearing a uniform must have completed Firefighter I and Basic First Responder certification.
- The department is ordering new reflective vests since the old ones are dirty and have lost their reflectivity.
- At the Community Outreach Day Greg had a long conversation with Reno Wells about the Firefighter calendar project. Reno encouraged the Pillager Dept to pursue the calendar project since it is a big money-maker, not just through the sale of advertising and the calendars, but through the donations that come from the people who

receive them.

- The firefighters will be attending the Extreme Mud Run at Ski Gull on July 27th to hose off the participants.
- On August 31st the firefighters and a Pillager truck will attend the "Hanging Out with Heroes" event at the Safari North.
- There were 19 runs in June, with 5 in Fairview, Y-T-D count is 137 opposed to 143 in 2018.

Pillager Lake Park Board:

- Walt Richmond reported the Board hired a fellow from Nisswa to treat the weeds in the swimming area. He treated the area in June and will do it once more in July, at a cost of \$1,600.
- The dead **birch trees have been removed.**
- Two **NO PARKING** signs have been installed, but it doesn't stop people from parking too close to the area. They may need to create another parking area.

Fairview Trail Update:

- Marla reported that we have received **official confirmation of the GMRPT grant**, and Dan Golner will be the grant coordinator handling all three grants, which will make things less confusing on this end. There is some extensive paperwork that must be completed. She hopes that many of the documents submitted for the two DNR grants will suffice for the GMRPT grant also.
The **Archaeological Survey** report has been submitted to the DNR's Heritage Dept for review by Bolton & Menk, but no word on when it may be approved.
- Marla approached **Tom Steffen** about the possibility of him selling/ giving the township an easement through his property at the end of the **Forest Hills Court cul-de-sac**. He said he would look at the area and get back to her. She explained that this is just a due-diligence function at this time, until the engineering plans are completed.
- Marla met with **Bryan Drown and Darrick Anderson to review the trail route**, especially the wetland areas by the old rookery and Forest Hills Court. Darrick provided Bryan with a 201-pg Bike Facility Guide Book. (This is in addition to the 102-pg Outdoor Development book that Dan Golner sent.) Darrick advised that the trail bed must be 25-ft from the roadbed edge on a State Aid highway. There are other regulations (such as a 5-ft grass separation, etc.). There was extensive conversation on **how to handle drainage**, which may be directed away from the trail, across the trail, or require the installation of a mountable curb. Since Cty 77 is a State Aid highway, the trail plans will require another level of approval, besides the DNR.
- There have been on-going conversations with Dan Golner concerning the **DNR Regional Trail Grant**, since that grant has a **drop-dead date of June 30th, 2020**. Dan has stated there is no way to extend the expenditure of those funds beyond 6/30/20. Marla has broached Dan with the possibility of approaching Paul Gazelka to have the end date extended, since we aren't asking for more money, just more time. Dan explained that this grant is only a very small part of a very large, complex document, and getting the legislature involved could cause issues. This afternoon Dan asked for a proposed timeline on the trail construction to see if there is a way they can extend the pay-out date. Bryan Drown will provide the information tomorrow.
- The trail committee had a display at the **Community Outreach Day, which netted us \$620 in donations.**

OLD BUSINESS:

Community Outreach Day:

The event was very well attended. A summary of displays, attendees, etc is attached.

MAT Summer Short Course Take-aways:

- The State Auditor's Office does not require a township to create or update a **budget**, even though it is a part of

CTAS. Our township auditors advocate for keeping a tighter control on our budget...in their Communication Letter they quoted our Receipts were 2.2% higher than the Budget, and Expenditures were 7.4% lower than budgeted. They encourage a mid-year review of budget vs actuals, which is on the agenda tonight.

- Marla met with Mark Abradado, **CTAS trainer** from the State Auditors Office to discuss **the payroll report** that the township auditor has requested. They talked about the suggestions he gave last year, where Marla would manually go into each payroll disbursement check and make adjustments, but upon review Mark directed her to change all of those adjustments back to the original entries because by changing them, the entries caused other discrepancies. Mark couldn't find anything that she was doing incorrectly and suggested that she just keep doing payroll the way the CTAS manual shows.

- **MATIT Insurance:** The new director of MATIT gave a presentation about coverage. Marla asked about the trail and he said it would be covered as township property, just like a road, but that if we add any lights, fences or benches, they should be listed on the policy.

-**Special Meetings:** There was a detailed explanation of the various types of meetings and the posting/publishing requirements. The day the notice is posted/ published, and the day of the meeting are not to be counted. A Road Review doesn't have to be published or posted unless the Board intends to make specific decisions about actions to be taken while on the road.

Birch Bay RV Resort Fence: The RV Resort installed a 6-ft wood fence around the new cul-de-sac. There have been two comments received about the fence being constructed with the support-brace side facing the cul-de-sac. The Cass County ordinance does not require fences to be constructed with the finished side facing the "outside".

Another letter has been sent to **John Thomas (owner of 1676 S Agate Shore Dr.)** advising that his renters must remove the camper parked there, and not use that area for parking or storage.

NEW BUSINESS:

Jake's Gambling License: Camp Confidence would like to apply for a gambling license to conduct pull-tab sales at Jake's Gull Lake Grille. Richmond/ Dechmann/ Unanimous: Resolution to approve the Camp Confidence gambling license application for the sale of pull-tabs at Jake's Gull Grille.

CLERK'S REPORT:

- Marla presented a revised budget for the 2nd half of 2019, along with an estimate of year-end finances.

- She prepared a contract for Ski Gull that would indemnify the township. It has been submitted to the new Director, Carrie Grillo, for review. Once it's signed the township can move forward with the proposed \$2,000 donation. Weizenegger/ Richmond/ Unanimous: Motion to sign the contract with **Mount Ski Gull and issue the \$2,000** donation approved at the Annual Meeting in March.

July 16th: Cass County Commissioners will meet at the East Gull Lake City Hall 5:30 p.m.

July 30th: 3rd Quarter Emergency Management Meeting Backus 1-3 p.m.

August 13th: Township Board Meeting

August 21st: Noxious Weed Training, Walker, Afternoon TBD

MAT Dist 11 Annual Mtg, Walker, 5:30 p.m.

August 29th: Salt I Training/ Winter Road Maintenance, Walker 9 a.m.-2:30 p.m.

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

10719	Xcel Energy	Natural Gas	43.03
20719	CTC	Telephone, Internet	95.95
30719	Crow Wing Power	Electricity	120.00
40719	PERA	Retirement Fund	453.52
50719	Bremer Bank	Service Charge	7.50
4559	M-R Signs	"No Outlet" Signs	73.74
4560	MN Assn of Townships	Summer Short Course -Tom	50.00
4561	Bolton & Menk	Rod Project Paperwork	1,337.00
4562	Marla Yoho	Software, Comm Outreach, Supplies	477.87
4563	Tom Dechmann	Administration to 7/9	449.04
4565	Marla Yoho	Administration to 7/9	1,851.04
4566	Walt Richmond	Administration to 7/9	252.58
4567	Jim Weizenegger	Administration to 7/9	135.65
4568	Sharon Owen	Administration to 7/9	175.99
4569	Rardin Excavating	Mowing, Brushing	3,165.00
4570	Mount Ski Gull	Donation	2,000.00
Total: \$10,687.91			

Dechmann / Weizenegger/ Unanimous: Motion to adjourn at 8:00 PM

Respectfully submitted,
Marla Yoho, Clerk

Jim Weizenegger, Chairman