

BOARD OF SUPERVISORS MONTHLY MEETING

May 8, 2018

The May Monthly Meeting of the Fairview Township Board of Supervisors was called to order at 6:30 PM in the Fairview Town Hall on Tuesday, May 8th, 2018 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/ Weizenegger/ Unanimous: Motion to approve the **Minutes of the April Monthly Meeting** as presented.

Treasurer's Report: The following are the April month-end balances in the Township accounts: \$124,290.08 in Checking and \$322,841.46 in Money Market funds. **Revenues for April were \$342.94** (\$19.67 interest; \$323.27 Gas and Electricity reimbursement); **Expenditures totaled \$14,604.76** (\$8,999.00 Road & Bridge; \$359.39 Fire; and \$5,246.37 General Gov't expenses). Dechmann/ Richmond/ Unanimous: Motion to approve the Treasurer's Report as presented.

Road Report:

- On April 13th Tom checked the culverts on Birch Forest Rd. Culvert #1 was open, Culvert #2 was still plugged but he couldn't find the inlet end, and Culvert #3 was still open from being jetted last month.
- On April 17th Tom and Jim both went to find the end of Culvert #2. Jim was eventually able to find it with a shovel and Tom had Fyle's hydro-jet it open.
- On April 24th the Board held a special hearing to discuss the vacation of a portion of S Agate Shore Drive (see separate Minutes).
- On April 26th Tom met with Bryan Drown from Bolton & Menk to review S. Agate Shore Drive and Trail and determine what road work is needed.
- On April 30th the Board conducted their Annual Road Review. The list of recommended road work is attached.
- Road restrictions have not yet been lifted.

Fire Report:

- Walt reported on the situation with the radios. In the process of getting a new cost estimate from Granite City Electronics they discovered the model they had planned to buy is not user friendly for firefighters. The bid for 7 units of the recommended model is \$17,600 (about \$1,700 over the original bid). This model is better and will be compatible with the state radio system.
- They discussed what they need in the new truck. They were looking at a cab-over model like the one in Pine River, but it is \$100,000 more than planned. They are now looking at a Pumper-Tender with a 3,000-gallon water tank. It will take one year to build at an estimated cost of \$295,000. The new truck would normally be rotated to Station 1, but Station 2 has less access to water hydrants, so the new truck may be stationed here. The 20-yr old truck at this station will either be traded in or retired.
- Bob Jackson turned in his retirement papers for June 1st. He has been with the department for 27 years. Since Les Fundine retired they have lost 4 firefighters with a cumulative 125 years of experience..
- There were 25 runs last month, with 2 in Fairview, bringing the total runs for the year to 97.

Trail Committee: Marla and Jenny updated the Board on the progress made on the trail last month.

- On April 19th the trail representatives from East Gull Lake, Lake Shore, Nisswa and Fairview held a "family meeting" to discuss the current status in each jurisdiction. Kathy Moore, who wrote the original Gull Lake Trail Master Plan, is going to update the Plan with the updated information.
- The 3 cities, our township and the 2 counties will all approach their Boards to have the Co-Op Agreement renewed for another 3 years.
- We are still awaiting a decision on the two DNR grants that were submitted in February and March (\$150,000 and \$250,000)
- We will be holding a Fairview Trail Advisory Committee meeting on May 16th.
- We could apply for a JNPA grant of \$2,500 but the funds must be spent within the year they are allotted. It may be better to wait until we can start construction or planning and design.

Gull Lake Walking and Biking Trail Cooperative Agreement: In 2010-2011, the cities of East Gull Lake, Lake Shore and Nisswa,

the Township of Fairview, and the Cass and Crow Wing counties all entered into an agreement to work together to create a trail encircling the west side of Gull Lake and eventually connect to the Paul Bunyan Trail. That agreement has become an integral tool as we apply for grant dollars from various groups and agencies. The agreement, which has a 3-year term, was renewed in 2015. Lake Shore, Fairview and Nisswa will all be submitting grants applications within 2018 and 2019 and will need a current agreement.

Richmond/ Weizenegger/ Unanimous: Motion to renew the Gull Lake Walking and Biking Trail Cooperative Agreement with Cass County, Crow Wing County, Lake Shore, Nisswa, and East Gull Lake.

Planning Commission:

McCormick Variance – This application on **Birch Forest Rd** was tabled in March until the TEP panel, including Kelly Condiff, could review the property after most of the snow had melted. Today, May 8th, the County and Fairview Planning Commissions reviewed the site, but the builder wasn't present. (The County group ran very late and didn't advise him.) The paperwork accompanying the notice of today's inspection was incomplete. There were new drawings of possible repositioning of the garage and revised figures on earth displacement, but there was no final decision by the TEP panel on what was the best course of action. The neighbor (Hill) has again refused to allow the McCormicks to share her driveway. This isn't the most ideal lot and there isn't a lot that can be done to mitigate the run-off / fill issue. (While at the inspection today, Bob Laskey showed where the run-off running through his yard has caused a sinkhole.) The Fairview Board agreed a letter be sent to the Cass Cty Planning Commission asking that the TEP panel and Kelly Condiff select the option that will most protect the properties to the north of the McCormick property, specifically the Wainwright and Laskey properties, from any disruption in the natural flow of the water.

Birch Bay RV Resort CUP – The RV Resort has submitted a CUP application for the second phase, consisting of 73 RV sites. The Fairview Planning Commission attended the site inspection this afternoon, and Jim Kramer of KLD and the Spohns attended this meeting.

Kramer acknowledged there were pollution issues on the tee-boxes due to old fertilizers. They have worked with the MN Dept. of Agriculture Ag VIC department and almost all the contaminated soil has been removed. The county has been apprised and is comfortable with their progress.

When the original CUP for 55 sites was approved two-years ago, the Township asked that the SSTS planned adjacent to S. Agate Shore Drive be moved away from the existing homes along that portion of the road. At that time, they said it would be taken under advisement, but since it was located within Phase 1, there was no specific condition included in the CUP. The plans submitted with the application for Phase 2 show the SSTS in the same location. Walt asked Jim Kramer if the SSTS could be moved farther to the east, but Kramer said soils and gravity make the current placement more desirable. Moving it would require a lift system. Kramer felt this proposed SSTS system will be sufficient for both Phases 2 and 3 since water usage will probably be less than the 100 gallons per day- per site that is used for analysis.

Lee Wangstad stated he doesn't believe Birch Bay has met all the Conditions of their original CUP. He questioned whether they will be required to meet all the township/ county specs for the construction of the cul-de-sac, and finally, he believes they are not meeting the 50-ft buffer condition.

Ken LaPorte advised that all permits were acquired properly and are in place. He reminded the audience that the Planning Commission approves a CUP or Variance, but they do not enforce them. The Environmental Services Dept. is tasked with enforcement. Jim Kramer explained that the Phase 2 application contains a list of the 23 Conditions from the Phase 1 CUP and explains how each Condition was addressed.

It was suggested that Marla contact the Cass County Sheriff's office to see if there have been many calls for service.

The Fairview Board agreed on sending a letter to the Planning Commission, stating that they have no objection to the approval of the CUP for Phase 2, however they would still like to see the SSTS, which is currently located in the future Phase 3, moved farther to the east.

Old Business:

2017 Audit- On May 2nd Marla worked with Chris Clasen and Susan Schiessel to review claims vs. checks vs. bank statements, etc. Clasen also interviewed Jim Weizenegger to discuss policies and procedures.

Schiessel will provide a list of any adjustments or corrections she finds necessary, and then Clasen will provide a letter of findings to the Board.

They did make the discovery that Social Security was not being deducted from Marla and Sharon's checks. When they were both elected officers they only had to pay into the PERA DCP plan, but once they became employees, they should have had both Social Security and the PERA Coordinated plan payments deducted from their checks. Marla did some calculations, made large deductions from each of their checks issued tonight, and filed a correction form 941 with the IRS along with a

payment that brings our account into line back to the 1st of the year.

New Business:

Cass County Emergency Operations Plan: In December 2017 the Cass County Emergency Management Dept. completed the Cass County Emergency Operations Plan. Within the plan is a summary of the plan purpose, format, legal basis, and plan maintenance, as well as the organization and roles of partners involved in emergency response. Also included is the Incident Command Structure.

Each authority, whether city, township or county must sign a document agreeing to accept the responsibilities as stated in the 2017 Operations plan (primarily agreeing to abdicate overall command authority to the county).

Dechmann/Richmond/ Unanimous: Motion to accept the Organized Township Responsibilities as outlined in the Cass County Emergency Operations Plan 2017.

Gopher Bounty: Ken LaPorte asked if the township has an adequate gopher bounty. In September 2017 the Board approved a bounty of \$2.50 per gopher ad \$50 per beaver. Ken questioned whether this was sufficient since some townships are paying \$4 per gopher and trappers from Fairview are trying to bring their gophers to higher paying townships. Marla recently did a gopher bounty survey for Cass Cty Assn of Townships. She'll include a copy next month.

Clerk's Report:

Fire Hall Water Flow: The flow of water in the "kitchen" sink in the fire hall has always been just above a trickle. Jim tried to diagnose the problem when he changed the counter and sink around, but he couldn't fix it. Now the flow of water into the toilet tank has slowed, which causes a problem when it's flushed.

Dechmann/Richmond/ Unanimous: Motion to hire a plumber to see if the problem can be fixed.

Joe Kelly Emergency Mgmt Training: Module 4, a table-top project putting all the previous modules into use, will take place at the Walker Comm. Activity Center on Thursday, June 21st from 9AM to Noon.

Habitat for Humanity 500-Mile Bike Ride: The event coordinator called to ask permission for the town hall to be used as a rest stop during the ride on Friday July 20th from 7 am to 10 am. The township just has to allow them to rest here and use the bathroom(s). There will be approximately 200 riders.

Community Outreach Day: The date for the Community Outreach Day had to be changed to June 28th since the Sheriff's office must be involved in the Emergency Mgmt training on June 21st.

Weizenegger/ Dechmann/ Unanimous: Motion to approve payment of all Claims as submitted. (Aye: Weizenegger/ Richmond/ Dechmann). Total: \$13,214.01

10518	CTC	Internet & Phone	96.15
20518	Xcel Energy	Natural Gas - Fire Hall	163.98
30518	Crow Wing Power	Electricity	186.00
40518	PERA	Retirement Fund	542.71
50518	Bremer Bank	Monthly Service Charge	7.50
60518	US Treasury	Correction Social Security Pymt	503.44
4343	Frontline Warning Systems	Maintenance on Warning Sirens	1,070.00
4344	Fyle's	HydroJet Birch Forest Rd	185.00
4345	Bolton & Menk	Trail Maps	264.50
4346	Avenet LLC	Website Contract	525.00
4347	Cass County Sheriff	Lakes Area Dive Team Donation	500.00
4348	Cass County Historical Society	Donation	200.00
4349	Tom Dechmann	Administration to 5/8	533.23
4350	Sharon Owen	Administration to 5/8	33.74
4351	Marla Yoho	Administration to 5/8	1,714.54
4352	Walt Richmond	Administration to 5/8	533.23

4353	Jim Weizenegger	Administration to 5/8	336.78
4354	Ken LaPorte	Planning Commission	60.90
4355	Herb Richmond	Planning Commission	59.81
4356	Rardin Excavating	Snow Removal, Sweeping, Maint	3,697.50
4357	Mount Ski Gull	Donation	2,000.00

Richmond/ Dechmann/ Unanimous: Motion to adjourn at 7:40 PM

Respectfully submitted,

Marla Yoho, Clerk

Jim Weizenegger, Chairman