

BOARD OF SUPERVISORS MONTHLY MEETING

September 11, 2018

The September Monthly Meeting of the Fairview Township Board of Supervisors was called to order at 6:30 PM in the Fairview Town Hall on Tuesday, September 11th, 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/ Dechmann/ Unanimous: Motion to approve the **Minutes of the August Monthly Meeting** as presented.

Treasurer's Report: The following are the August month-end balances in the Township accounts: \$202,830.79 in Checking and \$323,582.47 in Money Market funds. **Revenues for August were \$11,646.16** (\$469.26 interest; \$129.29 Gas and Electricity reimbursement; \$11,043.61 Payments-In-Lieu of Tax Settlement; \$4.00 Filing Fees); **Expenditures totaled \$18,046.69** (\$9,907.50 Road & Bridge; \$162.37 Fire; and \$7,976.82 General Gov't expenses). Weizenegger/ Richmond/ Unanimous: Motion to approve the Treasurer's Report as presented.

The **switch from Pledged Collateral to a Letter of Credit** covering the amount held in the bank over the FDIC level has allowed the bank to increase the interest rate on the Money Market account. The Checking account, which earned less than \$1 interest per month has been converted to a non-interest-bearing account. The \$47.04 bank service charge was an error. It should have been the standard \$7.50 plus \$35 for the stop-payment issued in July. \$5 will be reimbursed in September and Marla will reimburse the township for the stop-payment fee.

Road Report:

- Tom checked on **S Agate Shores Dr** several times and finally found that Anderson Bros. (AB) was starting to patch the bad areas. The AB foreman thought the township was wasting money on the patching since the asphalt was only $\frac{3}{4}$ " to 1" thick, and suggested they do an overlay instead. Tom talked to Bryan Drown, who agreed. On Sept. 5th AB did an overlay, using 370 ton of asphalt (a lesser quality bituminous), which was not on the original bid. However, they didn't do all the patching. Tom has no idea of what the price difference will be yet.
- AB will start the actual 1-1/2" road overlay Sept. 12th.
- This afternoon Tom discovered **the cul-de-sac** being installed by AB but paid by the Birch Bay RV Resort (Shorty Spohn) has only been graveled for a 24-ft paved cul-de-sac. The cul-de-sac is supposed to be 66' in diameter with a 45' paved surface to accommodate emergency vehicles, road maintenance equipment and school buses. Tom tried to reach Scott Hendrickson at AB but didn't get a call back. Marla spoke with Shorty Spohn who was going to contact Doug Tulenchek at AB, but no word yet.
- August 24th Marla sent a letter to all residents along S Agate Shore DR explaining what was happening with construction, vacation and signage.

Fire Report: The Fire Assn. meeting was moved to Sept. 12th due to the Labor Day holiday. No report this month.

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

- August 17th Marla met with Josh Stevenson (CC Administrator) and Sandra Norikane (CC Chief Financial Officer) to discuss how Cass County can provide financial support as a fiscal agent. The two DNR grants and the GMRPT grant are all financed on a reimbursement basis, each allowing only 4 reimbursement requests. Even though the construction timeline will be fairly short it is conceivable that we will need access to up to \$1,000,000 to repay Cass County after they make the payments. They cannot act as our bank. The requests for reimbursement submitted to the DNR (who also monitor the GMRPT grants) must include detailed support documents, invoices, and copies of the actual endorsed checks. It will cause an extended timeline just to submit. Then the reimbursement from the DNR can take 6 to 8 weeks.

Marla contacted Bob Musielewicz at Bremer Bank to discuss the possibility of a Line of Credit or swing loan. He was very receptive to the idea and feels we won't have any problem securing the loan/ letter of credit since we will have the grant awards as our collateral. It wouldn't have to be activated until the time when production is underway, but Marla will submit some preliminary paperwork now, such as the 2017 financial statements, DNR grants awards, the GMRPT grant application, cost estimates, etc.

- On August 30th Marla met with Mitch Brinks concerning the wetland delineation we will need as support for the DNR grants, for planning and engineering, and for the GMRPT grant (when we get it). He was recommended by both Kelly Condiff, Cass

County Wetland Specialist, and by Bryan Drown. Cost estimates from Condiff and Drown were in the range of \$10,000. Mitch drove the route and submitted a contract for \$4,960. He indicated there are fewer wetlands (10-12) than he had anticipated. He will do an extensive delineation around the Forest Hills Ct area to aid in the decision whether the township should consider taking over that road, so the trail can be routed off the road. He hopes to have it completed by October 9th.

- August 21st There was a Trail Advisory Committee meeting at the town hall.

- August 23rd Jenny, Marla and some committee members attended the Nisswa Trail public info event at the Nisswa Community Center. It was very well attended.

- The Lake Shore Trail extension got a boost in the arm when John Allen (Bar Harbor) extended a \$25,000 matching challenge on the weekend of the Classic Boat Show. They raised \$12,000 in donations that weekend.

-Jenny will be writing an article for the Lakes Country Journal about the entire Gull Lake Trail. It will be published in the April/May issue, which will tie in with the "Pints for a Purpose" (rescheduled) event the Fairview Trail Committee will be hosting at the Jack Pine Brewery on May 1st.

- Julie Ingleman has revised the original Fairview Trail logo to read "Get Hooked on the Gull Lake Trail" since it has been adopted for use by the Lake Shore and Nisswa trail committees.

Dechmann/ Richmond/ Unanimous: Motion to approach the 5 owners of properties on Forest Hills Ct about the possibility of the township taking over maintenance of their road. Marla will wait until after the wetland delineation report is completed in case there is information we need to be aware of.

Planning Commission:

Manson Variance – This application at 3381 Beauty Lake Rd was to construct a 28' x 30' garage to be located 88' from Beauty Lake and 14' from the driving surface of Beauty Lake Rd., and to move an existing 8' x 20' storage shed (container) to a location 10' from the ROW of the road. (Beauty Lake is classified NE and requires a 150' setback, and ordinance requires 20' setback from the road.) All 5 FV Planning Commission members were present for the inspection at 11:05 AM on Sept. 5th, and at their meeting afterward composed a letter stating they had no problem with the issuance of the variance. Tom and Marla attended the hearing in Backus on Sept. 10th and heard that there was the possibility there was a violation against the variance the Manson's received in 2014. This current variance application was tabled until Scott Navratil can investigate the situation.

Watson Variance – This application at 10494 Anchor Lane SW was to remove existing home (41' from OHWL) and construct a new 1800 sf residence with a closer setback (39' from OHWL) to Gull Lake. Proposal also includes the construction of a new driveway within the bluff. (Ordinance requires 75' setback from lake, and 30' setback on a bluff.) All 5 FV Planning Commission members attended the inspection at 1:35 on Sept. 5th, and at their meeting afterward composed a letter supporting the approval of the variance. Tom and Marla didn't stay for the hearing on Sept. 10th since it was 2-1/2 hrs. after the Manson issue, but Ken LaPorte indicated the CC Planning Commission was likely to approve it.

Beach Club / Quarterdeck- Beach Club has purchased two additional lots from the Rardin family, which will give them all the lots along Cty 77 except the lot owned by Elite Detailing. They applied for a revision to their CUP to include the two new lots. They also applied to have the two new lots reclassified to Water Oriented Commercial (WOC) like the other lots. The FV Planning Commission sent a letter supporting the revision of the CUP and the reclassification and suggesting that the new lots will provide new ingress and egress opportunities along Cty 77, reverting traffic from traveling through the residential areas. The CC Planning Commission approved the CUP revision and recommended the reclassification to the County Commissioners.

Old Business:

Vacation of S Agate Shore Drive (Birch Drive): The Spohns have signed the documents concerning the road vacation and they have been submitted to the Cass County Recorder for processing.

New Business: The Board discussed having **polo shirts** made, with an embroidered Fairview Township logo, that could be worn to any functions where we are representing the township. **Dechmann/ Richmond/ Unanimous:** Motion to have Marla present a logo and investigate costs.

Clerk's Report:

Marla attended the **Dist 11 MAT annual meeting** in Walker on August 29th. Some notes of interest:

-New legislation states **sealed bidding is not required unless contract is expected to exceed \$175,000**. Contracts between \$25,000 and \$175,000 can be awarded based on 2 quotes.

- **New Executive Director hired for MAT** is Dave Hahn who has an extensive resume including 3 terms in the MN legislature.

- There has been some clarification on the new supreme court ruling on **apparel at the polling place**. Minnesota law prevails.

1. MN law prohibits individuals from displaying "campaign material" or politicizing in a polling place.

2. "Campaign materials" pertain to any party name on the ballot of the current election or any item in support of or in opposition to a question on the ballot that day.

3. If someone is wearing questionable apparel or campaigning within the polling place the Head Judge should explain the law and ask the individual to either cover up or remove the campaign material or stop campaigning. If they refuse, they should still be allowed to vote but their actions should be recorded on the incident Sheet and reported to the proper authorities. If they are eligible, they must be allowed to vote.

4. Election judges and official challengers are NOT allowed to wear campaign material or politicize within the polling place. If they do they must be asked to leave.

Meeting Schedule:

September 19-25: Marla out of the office, but phone will roll to her cell and she will handle business remotely.

October 4: Cass Cty Assn of Townships Annual Mtg, Hackensack Bear Pause Theater, 8 AM-1 PM

October 19: Advanced Poll Pad training, Backus 1-4 PM Sharon Owen will attend

October 23: Election Poll Set-Up and Ballot Testing

Richmond/ Dechmann/ Unanimous: Motion to approve payment of all Claims as submitted. (Aye: Weizenegger/ Richmond/ Dechmann). Total: \$26,806.01

10918	CTC	Internet & Phone	103.78
20918	Xcel Energy	Natural Gas - Fire Hall	26.85
30918	Crow Wing Power	Electricity	145.00
40918	PERA	Retirement Fund	425.42
50918	Bremer Bank	Monthly Service Charge	7.50
60918	US Treasury	3rd Qtr Federal Withholding	1,944.12
70918	Minnesota Revenue	3rd Qtr State Withholding	297.32
4409	MATIT Agency	Property & Liability Insurance	2,652.00
4410	Anderson Brothers Const	Westwood Shores Drainage	2,783.21
4411	Bolton & Menk	Fairview Trail Grant App Aid	1,625.00
4412	Bolton & Menk	S Agate Shore Paving Project	125.00
4413	Ken LaPorte	Planning Commission	50.00
4414	Herb Richmond	Planning Commission	69.62
4415	Joe Fitterer	Planning Commission	71.80
4416	Tom Dechmann	3rd Qtr Expenses: Mileage	243.08
4417	Sharon Owen	3rd Qtr Expenses: Mileage	15.26
4418	Walt Richmond	3rd Qtr Expenses: Mileage	89.38
4419	Jim Weizenegger	3rd Qtr Expenses: Mileage	21.80
4420	Marla Yoho	3rd Qtr Expenses: Newsletter	706.93
4421	Marla Yoho	3rd Qtr Expenses: Mileage, Supplies	1,181.22
4422	Marla Yoho	3rd Qtr Expenses: Software, Subsc	282.25
4423	Tom Dechmann	Administration to 9/11	519.20
4424	Sharon Owen	Administration to 9/11	124.48
4425	Marla Yoho	Administration to 9/11	1,683.63
4426	Walt Richmond	Administration to 9/11	299.36
4427	Jim Weizenegger	Administration to 9/11	135.65
4428	Victor Lundeen	Receipt Book	52.15
4429	Cass County Recorder	Record Road Vacation Mowing, Brushing, Grading,	86.00
4430	Rardin Excavating	Drainage	11,039.00

Dechmann/Richmond/ Unanimous: Motion to adjourn at 7:55 PM

Respectfully submitted,

Marla Yoho, Clerk

Jim Weizenegger, Chairman