

## 2011 ANNUAL MEETING

The Annual Meeting of the residents of Fairview Township was called to order at 6:30 PM on Tuesday, March 8th, 2011 in the Fairview town hall by Clerk Marla Yoho with the Pledge of Allegiance.

**Walt Richmond/ Kathy Brown/ Unanimous: Motion to appoint Jim Weizenegger as moderator.**

**Tom Dechmann/ Ken LaPorte/ Unanimous: Motion to accept the Minutes of the 2010 Annual Meeting as presented.**

**Treasurer's Report:**

Marla Yoho presented the following **Financial Statement for 2010:**

<b>BEGINNING CASH</b>		<b>1/1/2010</b>		
	Adjusted Checking	198,183.65		
	Bremer Money Market	<u>14,313.88</u>		
	ADJUSTED BEG. CASH	212,497.53		
REVENUE			<b><u>BUDGET</u></b>	<b><u>BALANCE</u></b>
	Interest	1,227.34	700	-527
	Cass County	295,996.21	290,000	-5,996
	MN /Mkt Value Credit	14.11	0	-14
	Gas Tax Allocation	12,753.67	12,500	-254
	Miscellaneous ***	<u>15,762.12</u>	<u>3,000</u>	<u>-12,762</u>
	TOTAL	<u>325,753.45</u>	306,200	-19,553
<b>TOTAL CASH</b>		<b>538,250.98</b>		
ROAD & BRIDGE				
	Snow	21,871.00	22,500	629
	Blacktop Maintenance	22,606.43	27,500	4,894
	Gravel Maintenance	3,742.07	3,500	-242
	Road Project	<u>82,967.66</u>	<u>90,000</u>	7,032
	TOTAL	131,187.16	143,500	12,313
FIRE & SAFETY				
	Pillager	74,127.78	75,000	872
	Mtgs & Signs	<u>1,200.00</u>	<u>7,500</u>	<u>6,300</u>
	TOTAL	75,327.78	82,500	7,172
GENERAL				
	Administration	22,388.75	24,500	2,111
	Supplies	2,771.54	3,500	728
	Public Notices	2,562.87	3,000	437
	Insurance	3,405.00	3,500	95
	Dues & Subscriptions	4,755.43	3,000	-1,755
	Mileage	1,628.49	1,750	122
	Utilities	3,256.71	4,500	1,243
	Elections	2,273.52	3,500	1,226
	Planning Comm	540.30	750	210
	Townhall Maintenance	30,559.95	30,000	-560
	Legal & Special ***	15,262.45	6,250	-9,012
	IRS	1,339.28	2,250	910.72
	PERA	2,383.06	2,500	117
	Medicare (Employee Share)	-993.76	-500	494
	PERA (Employee Share)	<u>-1,191.53</u>	<u>-1,250</u>	<u>-58</u>
		<u>90,942.06</u>	<u>87,250</u>	<u>-3,692</u>
<b>TOTAL EXPENDITURES</b>		<b>297,457.00</b>	313,250	15,793



**Sweeping, Road Signs, Roadside Clean-Up:** \$2,788

**Gravel Road Maintenance:** \$3,742

Includes Grading, Class 5 Fill, Drainage Issues

**Road Projects:** \$82,968

**Gull Lake Drive:** \$30,234

Rardin Excavating completed sub-cut work to remove old pavement and subsoil that was causing soft spots; Anderson Brothers installed the 1 ½" asphalt overlay (1,295 lineal feet) and Class 1 shoulders.

**Maple Drive:** \$15,568

Anderson Brothers installed 1 ½" Asphalt overlay: 1,080 lineal feet

**Richmond Road:** \$35,518

Constructed school bus turnaround at the end of the road on land donated by Ruth Richmond; 1 ½" asphalt overlay on entire road: 2,850 lineal feet

**Engineering:**

Township is using Bolton & Menk for engineering duties \$2,147

The **2011 Road Review** will take place on Thursday, April 20th at 9:00 AM. As the Board drives all of the Township roads they will determine roads in need of crack sealing, patching, brushing or any other maintenance required during the year to come. The Township plans to overlay a couple of roads this summer, with the roads in need being prioritized on the 20th. All of our bituminous roads are over 20 years old now, so we are overlaying a few each year to keep them from breaking up.

The Township and Cass County have taken a proactive stance on the federally mandated **Retroreflectivity** program. Dave Enblom, Cass County Highway Engineer, has created a program where all townships and cities may join them in a mutual buying agreement, thereby significantly lowering the costs for the new replacement road signs. In addition they have also created an aluminum recycling program where the old but still useable sign blanks can be recycled with credit coming back to the individual townships. Fairview Township has placed an order to co-buy with the County for 95 road signs to be delivered early this summer. Some older, redundant signs may be removed during the process of hanging the new highly reflective signs.

The Board voted to accept **Pillsbury Circle and Pillsbury Drive**, both roads within "The Retreat", into the Township in 2010. The roads were paved to meet County spec at the developers' expense and have been in place for over 2 years.

During the summer of 2010 the Fairview Board of Supervisors met with the May Town Board to discuss maintenance on **Mayfair Minimum Maintenance Road**, which runs along the town line of each township. Property owners at the upper end of the road were concerned that they could not gain access to their property. Fairview paid to have the road brushed out and graded in 2009, but May did not want to participate in that, or any further maintenance. The joint meeting was very productive, with the Boards agreeing to split the cost of having the large holes filled at the beginning of the road. In addition, both Townships agreed to budget \$5,000 in 2011 for the purpose of clearing trees to create a 30 foot wide easement with a 20 foot wide roadbed.

Logging trucks hauling out of the Pillsbury State Forest caused the asphalt road bed on the **Pillsbury Forest Rd** to break up near the intersection with Cty 77. The Township has patched the damaged areas, but the Township portion of the road needs to be reconstructed. The Township has applied for a SPRA grant to cover the expense from the State Park Recreation Account. A decision on the grant will be made in 2011.

Residents requested that during snow removal on Mayfair Road, the banks be winged back farther since there is a tendency for the snow to drift onto the road bed.

**Kathy Brown/ Ken LaPorte/ Unanimous:** Motion to accept the Road Report as presented.

**Pillager Park Report:** Walt Richmond reported that the "Host Camper" program has been working very well, with the same host campers in place for the last four years. The campers have agreed to come back again for the summer of 2011.

The Park Board purchased a Roll-a-dock for the east end of the swimming area. They then roped off the area from the dock to create a safe swimming environment.

The Park received a donation of used playground equipment from Serpent Lake. The Board will spend about \$5,000 for transportation, installation and crushed rock.

They are hoping to qualify for some of the Fund 73 monies from Cass County to expand the parking area. In a recent article, the Lake Country Journal listed the Pillager Park as a tourist attraction.

Each of the 5 participating members of the Park Board should expect their assessment to remain at \$2,000 for this year.

**Town Hall Remodeling Project:** The Board of Supervisors received estimates from Ken Nornberg and Rardin Construction for remodeling the town hall. The bid from Rardin Construction was accepted, with the understanding that unforeseen problems could increase the cost. The work began in August and was completed in about 6 weeks. The project included moving the front door to the north end of the meeting room to avoid the run-off from the roof. The front window was made larger and shifted to where the old entrance was. The staircase going up to the firemens' exercise room as removed, allowing more space in the meeting room. The old paneling was removed in the meeting room and new insulation and sheetrock was installed. During that part of the work they discovered a major mold issue on the concrete block back wall. The mold was removed and steps were taken to prevent its reoccurrence by shoring up the soil on the outside of the building so the runoff from the back roof doesn't pool against the building. When we pulled up the vinyl in the bathroom the floor underneath it was soaking wet and moldy. This was caused by water runoff from the hillside which pools near the front corner of the building and seeps through the concrete block into the bathroom. Jon Rardin was able to excavate the hillside, install a drain pipe to divert the water and a keystone block wall to keep the hill intact.

We discovered a major gap between the old sheathing and the block foundation, which allowed mice and other critters to have quick and easy access to the building. Rardins foamed and installed a treated lumber barricade under the siding around the perimeter of the building to block their path.

The bathroom was remodeled to meet handicapped accessibility requirements, including a new door, toilet, sink and faucets.

The side storage rooms were reconfigured, reusing old cabinets and paneling from the meeting room. New carpet and vinyl was installed in all rooms.

We purchased a used table "system" from The Office Supply in Brainerd. The 4 pieces may be combined in several configurations, serving different functions for meetings, elections, etc. Five new voting "booths" were created, opposed to the old four.

Total cost of the project was \$30,036.

**Fall Elections:** The new location of the front door made a great deal of difference at the General Election in November. The flow pattern for voters was much smoother. Fairview Township had an 89% turnout of potential voters and yet we were able to handle them all without any appreciable waiting. At the next elections in 2012 we will add additional voting cubbies along the back wall by using voting shields on folding tables. This should allow for up to 5 or 6 more voters.

The only complaint we had this year was about cell phones. For the 2012 elections we will ask all voters to turn off their cell phones before entering.

**Weather Warning Siren:** Kerry Swenson, Cass County Emergency Preparedness Director, suggested that Frontline Plus Inc. contact Fairview about the weather warning sirens they were installing in Cass County. They had 2 extra signals that had been requested by the Tribe beyond the 7 they were receiving from a grant but they couldn't afford them after all. Lake Shore was already taking one of the extras. The only problem was that the decision had to be made almost immediately. They would sell us the extra siren for \$13,889 if they could install it while they were in the area installing all the other signals (since it took a caravan of 6 trucks to move the poles etc). If they had to come back on a separate trip to install the pole and siren, the price was going up to \$22,000. Marla contacted the Board members and received permission to go ahead with the order.

Frontline reviewed a plat map of Fairview and suggested the siren be placed down by Timber Ridge Gull Lake development, based on topography and home density. However, the East Gull siren, which will be located at the Army Corp Dam, may reach that area, and if placed in Timber Ridge, it would actually broadcast into a

great portion of East Gull rather than Fairview.

It would have taken too much time to get permission for a recorded easement, so it made more sense to place the siren on Fairview property. It was installed across Cty 77 in the road easement on township property.

There will be 11 messages that can be triggered by Cass County and another 3 that the Lake Shore Police Chief can trigger if he spots some problem in the immediate area.

The money for this expenditure was taken out of the Community projects CD fund.

**Micropolitan Planning:** Fairview Township joined with Cass County, Crow Wing County, and the cities of Lakeshore, East Gull Lake, Brainerd, and Nisswa as part of the Micropolitan Planning Commission. The object of the group was to work towards coordinating land use, wastewater and storm water management policies for the contiguous area around Gull Lake. The group also worked together to identify a viable path to extend the hiking trail system around Gull, ultimately connecting to the existing trail system in Nisswa and the proposed system in Brainerd. If a hiking/ biking trail were to be completed through Fairview Township, the most likely and efficient route would be along Cty 77, using the roadbed right-of-way. The roadsides would have to be extended to make them at least 6 feet wide on each side. These roadside trails would not be "multi-use", or geared toward motorized vehicles, which would preclude them from qualifying for Cass County Fund 73 dollars.

**Planning Commission:** Commission Chairman Ken LaPorte reported there have been several variances that have come through for review this year. The Fairview Commission recommended the approval of the last 3 but the Cass County Board of Adjustment didn't agree.

**Lakeshore Conservation Club:** Residents discussed the recent incident with the wayward bullet at the Gun Club and the problems with noise and the hours of shooting.

**Donations:** Kathy Brown/ Walt Richmond/ Unanimous: Motion to authorize the Board of Supervisors to, at their discretion, make the proper donations in 2011 to support the CCED, Cass County Historical Society and other non-profit organizations that benefit the Township residents, up to a total of \$5,000.

**2012 Levy:** The Levy for 2011 is \$290,000. The Larson, Allen accounting audit stressed the importance of carrying a reserve in the Township operating funds to cover not only unbudgeted emergency expenses but also to buffer for revenue shortfalls.

The Road and Bridge fund is currently debt free and has been building up a reserve to avoid having to borrow for anticipated work on an aging road system and to meet the federal "Retroreflectivity" program requirements.

The Fire fund will end 2011 with a small reserve to cover any unexpected maintenance on the fire hall.

A small reserve has been budgeted for the General Fund. Ken LaPorte/ Jim Rardin/ Unanimous: **Motion to reduce the 2012 Levy by 2%, or \$5,800, to \$284,200 broken down as follows: Road & Bridge \$165,000, Fire & Safety \$70,000 and General Fund \$49,200.**

**Liquor and Gambling Licenses :** Kathy Brown/ Walt Richmond/ Unanimous: Motion to approve the Liquor Licenses for Jake's City Grille, Ski Gull and the Quarterdeck. Kathy Brown/ Walt Richmond/ Unanimous: Motion to approve allowing pulltabs at Jake's City Grille and Quarterdeck, as well as any special case requests (such as Lakeshore Conservation Club raffle) that may be requested.

**Other Issues:**

The **2012 Fairview Township Annual Meeting** will be held on Tuesday, March 13th at 6:30 PM. Kathy Brown/ Jim Rardin/ Unanimous: Motion to approve meeting time.

The **2011 Board of Review** will be held on Wednesday, April 20th at 1 PM at the town hall.

**2011 Road Review** will take place on Wednesday, April 20th starting at 9 AM. Township residents are welcome to follow along or to advise the Board of any road repairs they would like to have reviewed.

Kathy Brown/ Ken LaPorte/ Unanimous: Motion to adjourn the Annual Meeting at 8:50 PM.

Respectfully submitted,  
Marla Yoho, Clerk