

(Unapproved Minutes)

CROOKED LAKE TOWN BOARD MONTHLY MEETING AUGUST 13, 2015

The meeting was called to order and The Pledge of Allegiance was given.

Members present: Lloyd Thyen, Dave Schaumburg, Connie Glass, Pat Bennington, Mark Skjolsvik, Cindy Miller (Deputy Treasurer) and Kim Hughes (Deputy Clerk). Absent: Glenn Mechelke and Pat Faul.

MOTION GLASS 2<sup>ND</sup> SKJOLSVIK TO APPROVE THE JULY 9, 2015 MINUTES. All in favor. Motion carried.

The Treasurer's report was given. The checkbook balance is \$273, 916.75.

Cindy Miller reported that there are four Outing Station receipts missing for the month of July totaling \$348.27. The original receipts are needed to have on file. Nick will work on locating them.

Correspondence received from the IRS regarding withholding for the tax year ending 2011 was discussed. Miller recommended hiring an accountant. This will be put on the agenda for next month.

Thyen presented information received from Bob Dahlsgaard regarding portable pedestrian crossing signs. Thyen signed a request to MNDOT for permission to put a sign in the crosswalk. Dahlsgaard will talk to the Chamber about helping cover the cost.

MOTION THYEN 2<sup>ND</sup> BENNINGTIN TO APPROVE PLACING ONE SIGN IN THE LEGAL CROSSWALK AND PURCHASE TWO SIGNS AT A COST OF \$627.00. All in favor. Motion carried.

The issue of the grader using a lot of oil was discussed. Information is being compiled and a case put together regarding who is responsible for fixing it.

MOTION SKJOLSVIK 2<sup>ND</sup> GLASS TO PURCHASE PINS, BUSHINGS AND SHIMS FOR THE GRADER NOT TO EXCEED \$3000.00 INCLUDING LABOR. All in favor. Motion carried.

Discussed equipment repairs done during the last month.

Damage on County Road 58 from the Tri City Trucks was discussed.

A new fabric for laying in the ditches was discussed.

The purchasing and hauling of Class 5 and the need to have additional bids was discussed.

MOTION BENNINGTON 2<sup>ND</sup> GLASS

IN ORDER TO PLACE CLASS 5 AGGREGATE ON THE FOLLOWING ROADS:

A. ROOSEVELT SHORES DR, .9 MILES, APPROXIMATELY 1162 CUBIC YARDS,

- B. ROYAL OAKS DR, .25 MILES, APPROXIMATELY 264 CUBIC YARDS,
- C. SUNSET HILL RD, 2.4 MILES, APPROXIMATELY 3098 CUBIC YARDS,
- D. WOODS BAY DR, 1.9 MILES, APPROXIMATELY 2452 CUBIC YARDS,
- E. QUENTIN RD, .5 MILES, APPROXIMATELY 440 CUBIC YARDS,
- F. PARSONAGE LN, .2 MILES, APPROXIMATELY 176 CUBIC YARDS,
- G. PARSONAGE TR, .2 MILES, APPROXIMATELY 176 CUBIC YARDS,

AND HAUL APPROXIMATELY 200 CUBIC YARDS TO THE CLT MAINTENANCE BUILDING FOR A TOTAL OF 7,968 CU YARDS, ROAD SUPERVISOR AND CHAIRMAN ARE AUTHORIZED TO ACCEPT THE LOWEST QUOTE FROM BRIAN ERDMAN AND/OR CHARLIE SWENSON AND/OR UNKNOWN CONTRACTOR, FOR A TOTAL IN ANY EVENT NOT TO EXCEED \$48,000 (@ 6.00 PER YARD = 47808). All in Favor. Motion carried.

#### MOTION SKJOLSVIK 2<sup>ND</sup> BENNINGTON

IN THE EVENT THAT THE AMOUNT OF CLASS 5 AGGREGATE AVAILABLE FOR PURCHASE FROM THE COUNTY IS NOT ADEQUATE TO PROVIDE 8,000 CU YARDS, ROAD SUPERVISOR AND CHAIRMAN ARE AUTHORIZED TO PURCHASE AN AMOUNT EQUAL TO THE DIFFERENCE BETWEEN THE COUNTY PURCHASE AND 8,000 CU YARDS FROM ANDY ANDERSON AND/OR ANDY MORITZ AND/OR UNKNOWN CONTRACTOR, AT THE LOWEST PRICE OR QUOTE, NOT TO EXCEED \$6.00 PER CUBIC YARD. All in Favor. Motion carried.

Schaumburg expressed his disappointment with all the road material that was removed from Cass County 58 that he felt could have been used by the township.

The road maintenance agreement with Beulah Township has been received. It states the no work is to be done unless requested by a Beulah Town Board member.

The contract with the County for County Roads 48, 58 and 55 was discussed. There has been a lot of miscommunication between the Township and the County regarding the contract. It was believed by some people that the Township had lost the contract which is not the case. They met with the County to discuss the miscommunication. The County had received some complaints regarding the roads but had never passed that information on to CLT. If they had wanted to cancel the contract, they would have to give a 30 day notice in writing. They want

the Township to continue with the roads and will meet with Township employees and some board members to discuss how they want the roads maintained. Schaumburg also talked to the County and stated that there would need to be a joint meeting if there was a dispute or grievance. At this time there is no dispute or grievance just miscommunication. A procedure needs to be in place so this type of miscommunication does not happen in the future. The County needs to contact Nick, Pat or come to the Town Board with any complaints or concerns.

The procedure for calling a special meeting was discussed.

It is recommended that in the future any supervisor that has a concern should contact the Town Board Chairman and coordinate efforts with other supervisors. Not one supervisor has authority over the other but coordinating efforts will benefit the Township.

MOTION THYEN 2<sup>ND</sup> BENNINGTON TO DONATE \$5000.00 TO THE FIREMAN'S RELIEF ASSOCIATION SPECIAL FUND. Glass Yes, Thyen Yes, Bennington Yes, Skjolsvik Yes, Schaumburg No. Motion carried.

MOTION GLASS 2<sup>ND</sup> SKJOLSVIK TO CONTINUE TO HAVE OUR OWN BOARD OF APPEAL. All in favor. Motion carried.

A letter was received from the Volunteer Library Board requesting help from the Township with various items. Thyen met with them and suggested they come to a board meeting and ask for a contribution towards the new signs. Adding more outlets and an outside water faucet was discussed. The Library Board can contract Jill Fairbanks regarding some cleaning but would have to pay her.

Schaumburg presented the unapproved minutes from the Cass County Association of Township Board of Directors meeting which he attended on July 30, 2015. A resolution has been drafted and sent to Cass County regarding the purchasing, maintaining and storing of the new required election equipment. It has not been decided who will be responsible for the costs of the equipment. Several of the townships are going to use a mail in ballot. Crooked Lake Township will need to decide what route they will take for future elections beginning in 2016.

The MAT District Meeting will be August 26<sup>th</sup> and the CCAT Annual Meeting will be October 8<sup>th</sup>.

Skjolsvik cannot attend the next Thriving Communities Initiative Meeting on August 17<sup>th</sup>. He suggested some one attend this meeting. He reported that for the Thriving Communities Initiative, Crooked Lake Township will be referred to as Outing.

Several meetings for Sand Piper Replacement Line 3 will be held in the future. The closest one is August 24<sup>th</sup> at 6:00 PM in Pine River.

Glass presented information on putting up signs stating "NO WEAPONES OR FIREARMS ALLOWED". She talked to MAT and it is up to each individual township whether they post signs. The cost would be approximately \$125.00 for four signs.

MOTION GLASS 2<sup>ND</sup> BENNINGTON TO PURCHASE FOUR SIGNS TO PLACE ON THE DOORS OF THE TOWN HALL AND LIBRARY STATING NO WEAPONS OR FIREARMS ALLOWED AT A COST NOT TO EXCEED \$125.00. Glass Yes, Bennington Yes, Thyen No, Schaumburg No, Skjolsvik No. Motion failed.

The cell phone that the township has been paying for Dayton was discussed. He has purchased a new phone of his own and no longer needs the township one. The cost has been \$22.00/month and he would like to have the township contribute towards his own cell phone bill instead. The Verizon account associated with his pervious phone needs to be canceled.

MOTION SKJOLSVIK 2<sup>ND</sup> THYEN TO REIMBURSE BOTH PART TIME EMPLOYEES DAYTON AND BEN \$20.00/MONTH FOR USE OF THEIR OWN CELL PHONES WHILE PERFORMING TOWNSHIP WORK. All in favor. Motion carried.

The reimbursement for the cell phones of Dayton and Ben will be paid once a year.

Schaumburg presented the contract with A-1 painting for the staining of the exterior of the town hall. He met with the driver that delivers the rugs. There were 7 extra rugs at the town hall. He got it straightened out regarding how many rugs are needed and the cost.

Thyen reported that there was a Boy Scout Troop that had volunteered to work on projects in the area. They stained two ATV Kiosk and will be weeding around the town hall. Nick will check to see about gloves for them.

Thyen scanned the Employee Policy so there is an electronic copy.

Blacktopping and striping of the parking lot was discussed. Schaumburg is working on this.

The 2015 Forfeited Tax Settlement received from the County was \$3640.00.

The Township Tax Levy Certification has been sent in by the clerk for a total of \$380,000.00.

Proof of liability insurance was received for Crosslake Sheet Metal.

The insurance was canceled on the 1949 Allis Chalmers.

MOTION SKJOLSVIK 2<sup>ND</sup> GLASS TO PAY WARRANTS # 16392-16425. All in favor. Motion carried.

MOTION SKJOLSVIK 2<sup>ND</sup> THYEN TO ADJOURN. All in favor. Motion carried.

Kim Hughes Deputy Clerk