

Approved Minutes

CROOKED LAKE TOWN BOARD MONTHLY MINUTES – March 8, 2018

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

Members present: Lloyd Thyen, Connie Glass, Pat Bennington, Mark Skjolsvik, Dave Schaumburg, LeAnn Werner, Terri Datzman, Mary Eppen, and Mindi Genz

Note: Meeting is being recorded and retained by the Clerk for preparation of minutes and will be deleted.

MOTION GLASS, 2ND SKJOLSVIK, TO ACCEPT 02/08/18 MINUTES. ALL IN FAVOR. MOTION CARRIED.

Treasurer Report: Bank balance 431,152.84 on 2/28/18. Bank shows we have \$6740.19 more than township records. Clerk and Treasurer balance. Overage may be due to recovering 2017 records, how ACH's were previously handled, or not sure when last time they balanced. ACH deductions are immediate for state and federal taxes and PERA right after meeting and clear bank, but aren't in CTAS until next month when Board approves them. Will look at an adjustment in April to balance to bank. Introduction of Mary Eppen as Deputy Treasurer, will begin training.

Introduction of Alyssa Harrison, new owner of Clearwater Lodge (formerly Pickled Loon) and her husband Jeremy Harrison. MOTION THYEN, 2ND BENNINGTON, TO CONSENT TO LIQUOR LICENSE APPLICATION FROM ALYSSA HARRISON, ALL IN FAVOR. MOTION CARRIED.

MOTION THYEN, 2ND SCHAUMBURG, ACKNOWLEDGING CHAMBER OF COMMERCE APPLICATION FOR A GAMBLING PREMISES LOCATED IN A TOWNSHIP. ALL IN FAVOR. MOTION CARRIED.

Deputy Seth Robison, Cass County Sheriff's Office asked if there were any questions or concerns, he stated they try to make a presence twice a day, no other concerns raised.

Employee performance reviews: Compliments to Nick and Craig on good road conditions. Board to look at Employee Handbook April meeting in regards to consider weekend work to be overtime pay. MOTION BENNINGTON, 2ND SKJOLSVIK, TO OFFER NICK RAISE FROM \$24.00 PER HOUR TO \$25.20 PER HOUR AND CRAIG RAISE FROM \$16.75 PER HOUR TO \$18.50 PER HOUR EFFECTIVE 03/06/18. ALL IN FAVOR. MOTION CARRIED. Nick has been working going on 7 years. MOTION BENNINGTON, 2ND SKJOLSVIK, TO ADD 5 WORK DAYS TO NICKS VACATION PAY FOR A TOTAL OF 15 PAID DAYS. ALL IN FAVOR. MOTION CARRIED.

A draft of mutual aid agreement for emergencies was sent to Fifty Lakes and City of Emily. Fifty Lakes signed the agreement. Christa in Emily verified they are interested in signing. Copy to our attorney, who stated he is comfortable with it, may need to consider who has liability for equipment damage. Emily will be making a list of personnel and equipment, CLT will do the same and inform them. Will consider one agreement with all other township/city listed on it. MOTION SCHAUMBURG, 2ND SKJOLSVIK, THAT WE SIGN THE MUTUAL AID AGREEMENT WITH FIFTY LAKES THAT THEY HAVE SIGNED. ALL IN FAVOR. MOTION CARRIED. We will consider doing a multi-unit agreement at a later date.

Three contractors (Ruyak, Moritz and Gaines) have responded, sent equipment lists and liability of insurance certificates. Will follow up with other contractors. Thyen to get final list of 13 contractors contacted to Schaumburg.

CLT Emergency Operations Plan: Presentation of Emergency Management Team Phase 3 generator plan (attached to minutes) and discussion. Preliminary numbers with Crooked Lake fire hall being first on our list. Fire department has applied for generator aid, still waiting. Went through another community

emergency plan to possibly present next month. Schaumburg to consider drafting a letter asking townships in Cass County about generator installations and get their feedback.

Road Supervisor Report: general road and culvert maintenance, fire truck #635 to Crosby for transmission warranty repair, thaw frozen water line, needed a new clutch fan for dump truck and a cost of approx. \$800.00, Nick and Craig installed it.

Considered MN Benefit Association and decided not needed at this time.

MATIT advised all buildings are insured, liability applies to all property owned by CLT, docks etc. - not property damage, firehall well pipes and enclosure not covered. Survey was only for items with value over \$15,000. MATIT will send list of wheeled items needing a value placed on them.

MOTION THYEN, 2ND GLASS, TO KEEP THE 2018 LEVY THE SAME AT \$355,950 WHICH LEAVES \$22,500 FROM TOWN HALL ADDITION BEING PAID OFF TOWARD AIS \$10,000 AND \$12,500 WOULD BE APPLIED TO A GENERATOR. ALL IN FAVOR. MOTION CARRIED.

MOTION SCHAUMBURG, 2ND GLASS TO CHANGE THE WORDING OF THE PRELIMINARY AGENDA FOR THE 2018 ANNUAL MEETING TO READ: THE TOWN BOARD RECOMMENDS NO CHANGE TO THE LEVY FROM LAST YEAR. THE TOWN HALL ADDITION WILL BE PAID OFF AND THAT LEAVES \$22,500 IN GENERAL REVENUE WITH \$10,000 TOWARD AIS AND \$12,500 TOWARD FIREHALL GENERATOR. ALL IN FAVOR. MOTION CARRIED.

Annual meeting, Bill Bernhjelm to give OQR report, John Ryder to give Emergency Operation Plan report, Carol Pierce to give library report and Schaumburg to set up PA system.

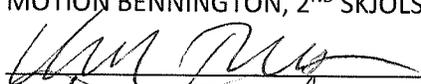
Supervisor Reports: Glass - Saturday, June 9 is CLT clean-up day. Wage \$20.00 an hour. Glass to contact Northland Press to run ad, as well as hang flyers. MOTION SCHAUMBURG, 2ND GLASS TO ALSO PUBLISH AD IN PINE-CONE PRESS CITIZEN. ALL IN FAVOR. MOTION CARRIED. Schaumburg- Jill Fairbanks resigned as Town Hall and Fire Dept. Cleaner, will stay on until replacement is found. Have an interested party. Thyen- Enbridge to use Andrus Lk. Trail as haul road, will need to repair Andrus Lk. Road. Cass County Highway Dept. will draft a document with language for bringing up road to good condition. Short Course – Schaumburg, Skjolsvik, Thyen to attend in Grand Rapids April 5, and Werner, Glass, Datzman, Bennington, Eppen to attend in Breezy Point March 26. Genz to find a date/location. Werner to prepare checks, or person pays \$50 fee and gets reimbursed. Fryberger sent Longwood Pt/Muchow document at \$9. Tim Norton PowerPoints from Joe Kelly not received, they will attempt to send again. If Thyen is out-of-town, Werner to pick up mail if possible. Kim Hughes received flash drive with Enbridge line 3 replacement environmental impact statement given to Thyen.

Clerk Report: Mindi Genz is in attendance as new Deputy Clerk. Thyen to send Clerk service contract with donation organization.

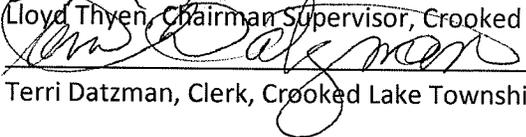
Citizen concerns, comments, input: John Ryder complimented Town Board on its fiscal prudence and transparency in regard to finances.

MOTION SKJOLSVIK, 2ND THYEN TO ACCEPT CLAIMS 17564-17582 PLUS 2 ACH PAYMENTS WHICH INCLUDES CHECK #'S 17807 -17838. ALL IN FAVOR. MOTION CARRIED.

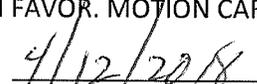
MOTION BENNINGTON, 2ND SKJOLSVIK TO ADJOURN AT 9:30PM. ALL IN FAVOR. MOTION CARRIED.



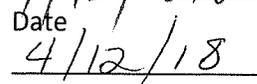
Lloyd Thyen, Chairman Supervisor, Crooked Lake Township



Terri Datzman, Clerk, Crooked Lake Township



Date



Date