

Approved Minutes

CROOKED LAKE TOWN BOARD MONTHLY MEETING MINUTES – February 13, 2020

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

Members present: Lloyd Thyen, Mark Skjolsvik, Connie Glass, Pat Bennington, Tim Donnay, LeAnn Werner, and Terri Datzman.

Citizens present: Ryan Huettl, Pat Moga, Mark Werner, Shaun Hite. Vince Stanton - A Cut Above.

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

MOTION SKJOLSVIK, 2ND GLASS TO ACCEPT 01/09/20 MINUTES. ALL IN FAVOR. MOTION CARRIED.

Treasurer Report: Beginning balance \$378,971.10 plus receipts \$53,189.58 – disbursements \$69,765.72 (outstanding checks \$1,248.53) = ending balance \$363,643.49, which balances to the bank. Werner supplied CTAS ending balances for General Fund, Road & Bridge and Fire. Year-end reporting is completed except for CTAS to State Auditor, which will be done after Board of Audit. Still working on amended reports to MN Unemployment to include CLVFD and OQR. March payroll will need to be done before regular meeting.

CLVFD Report: Chief Nick Usherwood: Growler still waiting on EUC approval, Artic Cat generator to be replaced by Honda generator. Need 2 Mustang Ice Commander suits. MOTION SKJOLSVIK, 2ND THYEN TO PURCHASE HONDA EU2200I GENERATOR AND 2 MUSTANG ICE COMMANDER SUITS, TOTAL COST NOT TO EXCEED \$2700. ALL IN FAVOR. MOTION CARRIED. Holiday party at Pickled Loon for retired CLVFD and active CLVFD and OQR total 48. Incidents: medical – 4, fire – 1. Budget discussion: CLVFD developed a 30-year plan for equipment/training/utilities, along with need to increase Beulah Township share of fire protection currently at \$2100. According to tax base for Crooked Lake and Beulah townships to be collected 2020, Beulah's share should be at \$4200. Under proposed levy increase next year, Beulah's share should be \$6424. Looked at CLVFD levy increase - currently \$61,750 for collection in 2020, proposed levy to be collected in 2021 would be \$87,400.

OQR Report: Chief Terri Datzman: January calls: medical – 2, difficulty breathing – 1, trauma – 1, motor vehicle – 1, non-transport – 1 for a total of 6. Lynn Remington, Dalton Wake, Connie Pollack, Cindy Thompson passed EMR and have been outfitted with gear/radio/pagers.

Looked at Employee Policy regarding recognized holiday falling when employees regularly scheduled to work, mainly canister station. MOTION THYEN, 2ND SKJOLSVIK TO ADOPT NEW DRAFT EMPLOYEE POLICY, ELIMINATING PAGE TWO SENTENCE "OVERTIME AND COMPENSATORY TIME DO NOT APPLY TO EMPLOYEES THAT ARE NORMALLY SCHEDULED TO WORK HOLIDAYS". ALL IN FAVOR. MOTION CARRIED. Need to move forward on developing employee job descriptions.

Discussed election judge pay, currently \$13, head judge \$14. Clerk discussed need to retain experienced judges. MOTION THYEN, 2ND GLASS TO PAY ELECTION JUDGES \$15/HR. AND HEAD JUDGE \$16/HR. ALL IN FAVOR. MOTION CARRIED.

A Cut Above completed clearing and clean-up of trees/brush along Longwood Pt. Rd., Longwood Pt. Ln. and Lower Longwood Point Dr. Job well done!

Citizen Recognition Board: Citizens have proposed two new names; Lenny Lang and Richard Nelles. Thyen to contact families for input.

Discussion on County land put up for sale, small parcel .006 acres off Peninsula Rd. surrounded by private property. MOTION THYEN, 2ND GLASS TO DECLINE PURCHASE OF CASS COUNTY SALE OF PARCEL #11, PIN #12-428-0625. ALL IN FAVOR. MOTION CARRIED.

Road and Equipment Report: replaced 2 tires and rim on Case backhoe, replaced 2 tires on dump truck.

Supervisor Reports: BENNINGTON-Fehrs. Rd. beaver dam wait until spring. Concern over request to sand private property of businesses. Will look at other options. DONNAY-Interested in contracting weed control/fertilizer. MOTION DONNAY, 2ND SKJOLSVIK TO CONTRACT WITH GOGREEN TO APPLY 5 TREATMENTS WEED CONTROL/FERTILIZER IN 2020, COST NOT TO EXCEED \$803.95. VOTING YES: DONNAY, BENNINGTON, GLASS, SKJOLSVIK. VOTING NO: THYEN. MOTION CARRIED. In spring need to look at Emergency Services building roof ice issues/insulation. GLASS-FEMA all forms submitted, may have been overpaid, but since materials were used may not need to reimburse. SKJOLSVIK-unable to attend Cass County Emergency Planning Meeting 2/25 @ 1PM, Thyen to look at his schedule. THYEN- Culvert on Longwood Point, we have been assigned a bridge number, still need to contact consulting engineer. Beulah Road Maint. Agreement was amended to take Pine Inn Tr. off. MOTION THYEN, 2ND DONNAY TO ADOPT REVISED BEULAH TOWNSHIP ROAD MAINTENANCE AGREEMENT ALL IN FAVOR. MOTION CARRIED. Acknowledged RALALA raffle application was submitted. US Census Bureau boundary map was reviewed. It was agreed State of Township informational brochure was helpful, and with others input will be drawn up for March Annual Meeting.

Clerk Report: March Presidential Primary Judge List for approval: MOTION THYEN, 2ND SKJOLSVIK TO APPROVE TERRI DATZMAN AS HEAD JUDGE AND ELECTION JUDGES - SAMANTHA CROATT, BEV GAINES, KIM HUGHES, JAN JUREK, JANE MCKINLEY, KATHY PFAFF FOR PRESIDENTIAL NOMINATING PRIMARY IN MARCH 2020. ALL IN FAVOR. MOTION CARRIED. Will forward email regarding Volunteer Driver Coalition and pending legislation. March 10 - Annual Meeting and March 12 - Town Board Meeting.

BOARD OF AUDIT

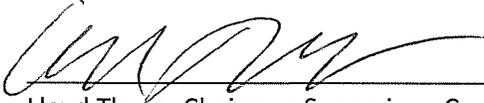
Members present: Lloyd Thyen, Mark Skjolsvik, Connie Glass, Pat Bennington, Tim Donnay, LeAnn Werner, and Terri Datzman.

A random 10% of receipt and disbursement transactions were cross-checked between Treasurer books and Clerk books. MOTION SKJOLSVIK, 2ND THYEN TO ACCEPT THAT THE TOWN BOARD SUPERVISORS REVIEWED DISBURSEMENTS AND RECEIPTS, AND TREASURER REGISTER MATCHED CLERK REGISTER. NO DISCREPANCIES WERE NOTED. ALL IN FAVOR. MOTION CARRIED.

The 2019 levies approved last year for collection in 2020 were: General Revenue \$127,000.00, Road and Bridge \$167,200.00 and Fire Fund \$61,750.00 for a total of \$355,950. MOTION THYEN, 2ND GLASS TO RECOMMEND AT ANNUAL TOWNSHIP MEETING THE FOLLOWING LEVIES FOR 2020 TO BE COLLECTED IN 2021 WOULD BE: GENERAL REVENUE \$127,000.00, ROAD AND BRIDGE \$167,200.00 AND FIRE FUND \$87,400.00, FOR A TOTAL OF \$381,600.

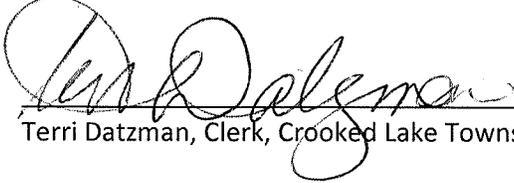
MOTION SKJOLSVIK, 2ND THYEN TO AUTHORIZE CLAIMS #18249-18278, CHECK #18888-18917 IN THE AMOUNT OF \$37,732.75 FOLLOWING FEBRUARY MEETING AND PAYROLL CHECKS #18876-18887 IN THE AMOUNT OF \$9,158.11 (DELIVERED BY 02/10/20, ACH 311 TO IRS - \$2,363.25, ACH 312 TO PERA - \$1535.15. ALL IN FAVOR. MOTION CARRIED.

MOTION THYEN, 2ND DONNAY TO ADJOURN AT 9:35PM. ALL IN FAVOR. MOTION CARRIED.



Lloyd Thyen, Chairman Supervisor, Crooked Lake Township

3/12/2020
Date



Terri Datzman, Clerk, Crooked Lake Township

3/12/2020
Date