

(Unapproved Minutes)

CROOKED LAKE TOWN BOARD MONTHLY MEETING JANUARY 8, 2015

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

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

MOTION SKJOLSVIK 2<sup>ND</sup> GLASS TO APPROVE THE DECEMBER 13, 2014 MINUTES. All in favor. Motion carried.

Chairman Thyen welcomed the new board member Pat Bennington and the returning elected board members Connie Glass and Dave Schaumburg.

Past board member Rod Schloesser was present to give his last report for December. He reported on sanding that was done on various roads and equipment repairs that were made. Culverts #6 and 7 were discussed. An old satellite dish on Sunset Hill Road has been removed. The propane tank for the canister shack was filled and a vice for the shop was purchased.

The level of Lewis Lake was discussed.

The purchasing of Class 5 was discussed.

Nick Usherwood was present. He discussed upcoming expenses regarding equipment. The need for a Skid-Steer was discussed. Pins and bushings for the rubber tired backhoe were discussed. Nick will get an estimate and bring to the February meeting. The question of an annual review of his job was also discussed. The board has no questions or concerns for him at this time.

The 2015 Reorganization Agenda was presented.

MOTION GLASS 2<sup>ND</sup> SCHAUMBURG TO ACCEPT THE REORGANIZATION AGENDA AS WRITTEN. All in favor. Motion carried.

2015 CLT Reorganization Agenda

1. Elect Chair: Lloyd and Vice Chair: Dave.
2. Designate supervisor positions/responsibilities.
  - a. Lloyd- Town Hall scheduling.
  - b. Dave- Road Supervisor.
  - c. Connie- backup Town Hall scheduling, canister station including bag issue/receipt/deposits, Cleanup Day, Calcium Chloride road treatment, and web site.
  - d. Mark- Building and Grounds. Weed Inspector.

- e. Pat B.- Backup roads, and building and grounds as needed.
3. Schedule Board's regular meetings for 2015:  
Monthly on 2<sup>nd</sup> Thursday, 7:00 PM at Town Hall for all 12 months of 2015.
4. Designate official Town newspaper: The Northland Press.
5. Set compensation and allowances for Town Board Members and employees:
  - a. Supervisors- \$100 monthly salary, \$100 per Town Board Meeting, all other town business \$15 per hour.
  - b. Clerk- \$620 monthly salary, \$100 per Town Board meeting, allowances (rent, computer internet, etc.) \$225, monthly.
  - c. Treasurer- \$500 monthly salary and \$100 per Town Board meeting.
  - d. Employees- Full time Nick Usherwood, \$22.00 per hour, plus \$23 monthly in lieu of cell phone, 1 ½ compensatory time over 40 hours per week and 15 paid days vacation/holidays/sick leave per year; Part time, Ben Johnson \$18.00 per hour; Part time, Dayton Paulson \$16.75 per hour; Part time, Terry Usherwood \$18.00 per hour; Part time, Dan Madland \$16 per hour; Part time, Harold O'Brien \$16 per hour; and Part time, Jill Fairbanks \$20 per hour.
  - e. Mileage rate for personal vehicle use on Town business as set by State of Minnesota.
6. Designate official notice posting places: Town Hall entrance and Canister Station.
7. Designate Town depository: Unity Bank.
8. Between Board meetings, two supervisors are authorized to sign Town establishment liquor license applications.
9. Supervisors are authorized to obligate the Town up to \$500 until the next Board meeting.

Thyen gave an AIS update.

MOTION SCHAUMBURG 2<sup>ND</sup> SKJOLSVIK THAT CLT REQUEST AND AUTHORIZE CASS COUNTY ESD, SWCB, TO OPERATE AND MANAGE THE AIS WATERCRAFT LEVEL 1 AND LEVEL 2 INSPECTION PROGRAM AT CLT PUBLIC WATER ACCESSES, IN ACCORDANCE WITH THE CLT AIS COMMITTEE PROPOSAL SENT TO CASS ESD ON DECEMBER 12, 2014. CLT AGREES TO PROVIDE

DECONTAMINATION UNIT OWNERSHIP, SITE, STORAGE, MAINTENANCE AND FUEL. All in favor.  
Motion carried.

The new employee policy was discussed. Everyone needs to provide their input to Connie so she can produce a draft for the February meeting.

The Treasurer's report was given. The checkbook balance is \$235,520.52. The levy came in which represents the large balance.

The Enbridge/Sandpiper/Line 3 was discussed in regards to having an open house at the Town Hall with people from both viewpoints present. Schaumburg had talked to Enbridge and February 9<sup>th</sup> would work best for them.

MOTION SCHAUMBURG 2<sup>ND</sup> GLASS TO HAVE A SPECIAL TOWN MEETING REGARDING THE SANDPIPER PIPELINE AND LINE 3 WITH ENBRIDGE, FRIENDS OF THE HEADWATER AND OTHERS TENTATIVELY ON FEBRUARY 9<sup>TH</sup> AND PLACE A NOTICE IN THE LOCAL NEWSPAPER. All in favor.  
Motion carried.

Schaumburg will work with Thyen in placing the notice.

Notifying the Sheriff's Department regarding the Special Town Meeting was discussed.

Ben Johnson was present to discuss his progress on obtaining his Class A license. He now has his permit and a date set for taking his test. He asked the Town Board if it would be possible to use the township's truck and trailer.

MOTION SCHAUMBURG 2<sup>ND</sup> GLASS TO ALLOW BEN JOHNSON TO USE THE TOWNSHIP TRUCK AND TRAILER AFTER IT HAS BEEN DOT CERTIFIED AND THE BRAKES FIXED TO TAKE HIS TEST. NICK WILL DRIVE HIM TO THE TEST AND THE TOWNSHIP WILL EXTEND HIS HIRING DEADLINE 30 DAYS TO FEBRUARY 25<sup>TH</sup>. All in favor. Motion carried.

Support for EQB to initiate an EIS for the Enbridge Sandpiper Pipeline proposal was discussed.

MOTION THYEN 2<sup>ND</sup> SCHAUMBURG THAT CLT SIGN AND SEND THE LETTER ASKING THE EQB TO ISSUE A FULL EIS FOR THE SANDPIPER AND LINE 3 REROUTE CORRIDORS. All in favor. Motion carried.

The Township Officers List was finalized with Pat Bennington completing his section.

The 2015 Board of Audit was discussed. It will be held in conjunction with the February Monthly Meeting.

A CLT Holiday Resolution was discussed.

MOTION THYEN 2<sup>ND</sup> SKJOLSVIK THAT THE RESOLUTION DETERMINING THAT COLUMBUS DAY AND THE FRIDAY AFTER THANKSGIVING SHALL NOT BE CONSIDERED HOLIDAYS FOR CLT BE APPROVED. All in favor. Motion carried.

Interested Officer Resolutions were discussed.

MOTION GLASS 2<sup>ND</sup> THYEN THAT THE RESOLUTION AUTHORIZING CONTRACT WITH INTERESTED OFFICER FOR SUPERVISOR BENNINGTON BE APPROVED. Glass, Thyen, Skjolsvik and Schaumburg Yes. Bennington Abstains. Motion carried.

MOTION THYEN 2<sup>ND</sup> BENNINGTON THAT THE RESOLUTION AUTHORIZING CONTRACT WITH INTERESTED OFFICER FOR SUPERVISOR SKJOLSVIK BE APPROVED. Thyen, Bennington, Glass and Schaumburg Yes. Skjolsvik Abstains. Motion carried.

MOTION SKJOLSVIK 2<sup>ND</sup> GLASS THAT THE RESOLUTION AUTHORIZING CONTRACT WITH INTERESTED OFFICER FOR SUPERVISOR SCHAUMBURG BE APPROVED. Thyen, Bennington, Glass and Skjolsvik Yes. Schaumburg Abstains. Motion carried.

MOTION SKJOLSVIK 2<sup>ND</sup> SCHAUMBURG THAT THE RESOLUTION AUTHORIZING CONTRACT WITH INTERESTED OFFICER FOR SUPERVISOR THYEN BE APPROVED. Bennington, Glass, Skjolsvik and Schaumburg Yes. Thyen Abstains. Motion carried.

MOTION SCHAUMBURG 2<sup>ND</sup> SKJOLSVIK THAT THE RESOLUTION AUTHORIZING CONTRACT WITH INTERESTED OFFICER FOR SUPERVISOR GLASS BE APPROVED. Bennington, Skjolsvik, Schaumburg and Thyen Yes. Glass Abstains. Motion carried.

The Interested Officer Resolutions are filed with the minutes.

The need for a book of resolutions was discussed. The Deputy Clerk will check with the Clerk to see if CLT has one.

The Annual Meeting will be the first Tuesday in March.

Schaumburg will be changing the lock set code on the maintenance building and town office.

A Thank You card for Dianne Olds for her many years of cooperation with CLT was passed around for everyone to sign.

The sprinkler was discussed and the need for a frostless value in the future.

Drug Screen Testing was discussed in regards to the new employee policy. Schaumburg presented an email received from MAT regarding this subject. He also presented some options available for the testing.

Two holiday greetings were received from CTC and the Employment Resource Center.

The need for a formal agreement with Thunder Lake and Beulah Townships regarding the grading of roads was discussed.

The need for creating a file for DOT documents and physicals was discussed.

The Clerk sent out a second letter to John Ruff for payment for damages to Zier's Road. It was sent certified/return receipt. The return receipt came back indicating that he received the letter but payment has not been received.

The 4<sup>th</sup> Quarter billing for road work will go out to the County, Beulah and Thunder Lake Townships. Clerk will provide a copy to Pat Faul.

MOTION SKJOLSVIK 2<sup>ND</sup> GLASS TO PAY WARRANTS #16066-16097. All in favor. Motion carried.

MOTION BENNINGTON 2<sup>ND</sup> SCHAUMBURG TO ADJOURN. All in favor. Motion carried.

Kim Hughes Deputy Clerk