

**DUNN TOWNSHIP
MEETING MINUTES
MONDAY JAN. 10, 2011
7:00 P.M. –DUNN TOWN HALL**

Board Members Present-D. Johnson, C. Kvare, J.Pare', B. Dalman, D. Seifert, S. Pepelnjak, and F. Engkjer
Guest Present: Sonnenberg

Call to Order: The meeting was called to Order at 7:02pm by Chairman Johnson

The Pledge of Allegiance was recited by all present.

Approval of Agenda: Motion by Kvare, seconded by Pare' and unanimously carried to add the Pelican Township letter and invoice to New Business.

Approval of Minutes: Motion by Kvare, seconded by Pare' and unanimously carried to approve the Dec. 13, 2010 minutes as presented.

Treasurer's Report: Motion made by Pare', seconded by Seifert, and unanimously carried, to approve the Treas. Report as presented.

Citizen Comments: T. Sonnenberg discussed Golden Pond Drive and will need to look at in the spring as the turn around is difficult. Dalman stated an operator left a large pile; Sonnenberg stated he would talk to both of his operators. Kvare stated he received a call from Boes Beach Rd. – Delmar Lammers stated he talked to Springer and that it was "ok" to go across the road as long as the rocks were not disturbed. Kvare also received a call from Tim Klovstad regarding his area. Kvare told Sonnenberg to use his best judgment. Knollwood on Pelican Lake has also had problems due to the small area of turnaround. Kvare stated that supervisors should talk to them. Kvare asked Sonnenberg how long it takes to plow: Sonnenberg stated he has only been running 2 trucks which takes about 14-16 hours with 8in. of snow. Engkjer asked if there was a routine route. Sonnenberg stated that they start back at Poss Beach. come towards Lake Lizzy, back on gravels and then work their way towards Pelican Point.

Township Engineer Report: J. Stabnow was not present per Johnson's request. Clerk is to email Stabnow the following road information for Annual Meeting.

2011 Projects include:

1. Franklin Road: Zion Church to County 31 (for overlaying)
2. Culvert on Fish Lake Road: 3-4 frost boils that will be marked this spring
3. Finish patch on Woodlake Lane
4. Pelican Point: bump in road

These are the items that are in the budget. Fish Lake Road will be next year or the year after due to state aid.

Pelican Valley Hospital District: Lance Akers was not present to give a report. The PVHD Bi-laws state that a report is to be presented. Motion made by Kvaré, seconded by Pare', and unanimously carried to send a letter to Lance Akers stating the intent to withhold pay without a report. Motion by Johnson, seconded by Kvaré, unanimously carried to have our attorney sign the letter requesting information from PVHD. Motion made by Johnson, seconded by Dalman, and unanimously carried to appoint and request Mike N. Johnson to be the spokesperson and Kvaré as alternate spokesperson on related matters.

Correspondence: Engkjer presented the correspondence, noting that the township had received the correspondence from Minnesota DOT regarding Sand Lake meeting Jan. 18, 2011 at the Dunn Town Hall.

Old Business:

- OTC- Engkjer was asked to attend the OTC Wind Energy meeting in Fergus Falls regarding new ordinances. A full report of the meeting was read and is available at the town hall.
- Zoning Update: Engkjer stated the Jan. 11, 2011 Zoning Meeting was cancelled and meetings are tabled until April 2011 due to schedules.

New Business:

- Dave Sholy's Property- Sholy was contacted last summer regarding 4 tree's east of the culvert that have been marked for removal that have not yet been removed. Johnson will get a quote from Superior and a follow up letter will be sent out.
- Pelican Township- Discussion on the 12/12/10 invoice presented to share in 1/3 of the costs (\$ 630.25) with Pelican Township for removal of bogs at the dam on Lizzy Lake. Motion made by Kvaré, seconded by Seifert, and

unanimously carried to approve the \$630.25 shared expense with Pelican Township with a letter to include information and future involvement before more costs are incurred.

Claims List for Approval: Pepelnjak requested 4thQ Payroll taxes for \$1014.00 be included in the claims. Motion made by Dalman, seconded by Pare' and unanimously carried to add the Pelican Township invoice of \$ 630.25 and the 4th Q taxes to the claims list. Pepelnjak additionally requested that \$ 10,000.00 be moved into the reserved account at this time and \$10,000.00 in May 2011. Motion made by Pare', seconded by Seifert, and unanimously carried to approve the request.

Motion by Pare', seconded by Kvarre, and unanimously carried to adjourn.

_____ Faye Engkjer, Town Clerk

_____ David Johnson, Chairman

**Dunn Township
Meeting Minutes
Monday March 8, 2011
7:00 pm Dunn Town Hall**

Board Members Present: B. Dalman, D. Seifert, S. Pepelnjak, D. Johnson, C. Kvaré, J. Pare', F. Engkjer

Guests Present: J. Kvaré, R. Arntson, L. Haugrud, D. Sumpter, O. Thorson, L. Skoropat, Kim Johnson, T. Sonnenberg, and Fair Hills Representative: Anna.

The meeting was called to Order at 7:02 p.m.

The Pledge of Allegiance was recited by all present

Agenda-Motion made by C. Kvaré, seconded by J. Pare' to approve the agenda. Motion carried.

Minutes-Motion made by B. Dalman, seconded by D. Seifert to approve the Feb. 14, 2011 minutes as presented. Motion carried.

Treas. Report-Motion made by C. Kvaré, seconded by J. Pare' to approve the Treasurers report as presented. Motion carried.

Claims-Motion made by J. Pare', seconded by D. Seifert to approve the claims list with a wireless keyboard for \$48.12. Motion carried.

Citizen Agenda:

Fair Hills- Anna, the FH representative requested the same liquor license, but for it to be year round. Motion made by C. Kvaré, seconded by J. Pare' to approve a year round liquor license to Fair Hills, motion carried.

Kim Johnson- Dust Coating Inc. passed out brochures and a rate chart, and also made note that they have a tandem truck this year.

T. Sonnenberg- Bought a new tandem truck and should take 1 ½ hrs. of time off the route for next year.

Les Skoropat- Read his letter that was received by the township March 7, 2011. A response letter from R. Nyklemoe, the township attorney was read by D. Johnson with reference to the previous motion made April 2011 concerning this

matter. L. Skoropat requested a copy of the letter and Chairman Johnson gave him his copy. Chairman Johnson stated that the township will take Skoropat's request under advisement but no further action will be taken unless legal action is taken against the township. No further comments were made.

Engineer's report- Stabnow discussed frost heaves in the township. Stabnow will prepare bid documents for Franklin Lake Road, analyze Fish Lake Rd., and document the various spots. Culverts on Fish Lake Road maybe should/or could go in before Memorial weekend. Kvarre requested bid specs for next meeting. The Slagle project will be completed.

Stabnow noted more areas on Pelican Pt. that are in need of repair, and stated the water level at the culvert is really down. Stabnow would like to see the entire area west of the culvert, Engkjer stated she would make those arrangements. Lake Lizzy heaves and Sand Lake plans, bids, and completion date were discussed. Frost heaves in the entire township were bad this year due to the moisture and water levels.

PVHD- C. Kvarre stated that Dave Sloten, Woodlake Lane Dunn Township resident, has agreed to take the position as the Representative on the PVHD board. The clerk will send out a letter notifying the PVHD board.

Correspondence was received, read, and is on file.

Old Business:

D. Sholy- Chairman Johnson read a response from the MAT attorney on procedure's and the options for tree removal. Motion by Kvarre, seconded by Pare' to send a letter out to the property owner considering costs, options, and permission for the tree removal. Motion carried.

New Business:

Motion made by Kvarre, seconded by Seifert to approve the contract from Ringdahl Ambulance, motion carried.

Town Board Matters:

Signs- After discussion, it was agreed to Table the sign discussion until after the township supervisors attend the MAT spring short course March 28, 2011.

Beth Hammel Hearing to vacate a road on Cty Rd. 20 has been posted at the hall.

Meetings:

Town Hall Monthly Meeting will be April 11, 2011 at 7:00 pm

Town Hall will be closed Monday March 28, 2011 but will be open on Friday April 1, 2011.

Township Officers Spring Short Course will be March 28, 2011 at 9 am in Mahanomen. All Supervisors will be attending. Pepelnjak will be attending in Alexandria March 24, 2011. Engkjer will be attending March 18, 2011 in Granite Falls. Engkjer and Pepelnjak are to bring the insurance policy with them to the course. It was noted that a quorum will be present at the March 28 meeting.

OTC Assoc of Townships Meeting is March 17, 2011 at 1:00 in F.F., Mn. Chairmen Johnson will be attending, with the possibility of supervisor Kvale also. Seifert and Dalman stated they could not attend, and Pare' was unsure at the present time.

Pepelnjak asked if the money in the reserve account could be put into a 6 month CD which would be a 3 % interest rate vs. the .25% interest rate that it is currently receiving. Pepelnjak is to bring the information to the next meeting.

Pepelnjak also noted that the donations made at the Annual Meeting March 8, 2011 that were approved by the voters will be added to the claims list.

Motion made by Pare', seconded by Dalman to adjourn at 8:30 pm. Motion carried.

Respectfully submitted,

_____ Faye Engkjer, Clerk

_____ David Johnson, Chairmen

Dunn Township
Meeting Minutes
April 11, 2011
Dunn Town Hall 7 pm

Board Members Present: Pare', Kvaré, D. Johnson, Pepelnjak, Dalman, Seifert, Engkjer.

Other Guests: M. Johnson, L. Skoropat, D. Sumptner, Gilbertson's, J. Kvaré, R. Arntson, and Sonnenberg arrived at 7:55 pm.

Chairman Johnson called the meeting to Order at 7:01. The Pledge of Allegiance was recited by all present.

Agenda- Motion made by Kvaré, seconded by Pare' to amend the agenda to include Pepelnjak's information on money market rates. Motion carried.

Meeting Minutes- Motion made by Pare', seconded by Dalman to approve the previous minutes. Motion carried.

Treasurers Report- Motion made by Seifert, seconded by Dalman to accept the Treas. Report with the correction of addition rather than subtraction to the money market acct.

Claims- Motion by Kvaré, seconded by Pare' to approve the purchase of Norton Anti-virus software for the computer and for office binders. Motion carried. Three 911 signs have been ordered for resident(s) replacement due to damages from snowplowing. The township will decide how these will be paid. A total of six posts were additionally ordered. Three will be extra to have on hand. Regarding County Road Policy- It is the landowners expense not the counties for replacement.

Citizen Comment: Harvey and Bonnie Gilbertson, Provan Beach Pelican Lake, state their property and sprinkler heads in the shoulder were totally destroyed from snow removal this winter. Pictures were distributed. Kvaré state that Sonnenberg has agreed to do a better job next year. Sonnenberg state that he has tried to repair the property. Gilbertson requested Sonnenberg come to talk to him. Comments on approaches were made that they need to be 3 inches lower than the road, not higher.

Engineering Report- Stabnow was not present but a report was given by Kvaré: Stabnow recommends: **Henry's Hill** tar is alligatoring and needs to be dug out with base and gravel first. **East of Zion**-dig out asap and before overlaying to set good. The township should ask for proposals. **Sunset Beach Rd.:** Culvert is froze and is flooding a property. Pare' took off manhole cover to help flow, D. Johnson opened it and had it steamed out. Kvaré state that Houge told him he would be starting on **Pelican Point** this week or next. The culvert is draining properly and no sign of beavers.

Seifert Beach Rd- Culvert steamed out today and is draining properly. Dig out and replace as it appears to be rusted out on the top. Arntson suggested Johnson Culvert in Fargo for customizing culverts. **South Pelican Point-** has cracks.

Zoning- Engkjer reported that the committee has resumed meetings. The current and old forms for applications were passed out to board members to review for comment and or change. Comments will be tabled until the next meeting.

PVHD- Dave Slotten has agreed to replace the vacant seat on the board. PV stated that 2 people came forward for the position, but then stated that it was an error. Dunn's attorney has made repeated attempts requesting public documentation, but to no avail. Dunn has made the PVHD a very generous offer which is in the best interest of the taxpayers. PV has refused to pay off the debt with their approx. 1.5 million or to sell to a private enterprise. Sumptner asked : "Why pay for, or subsidize, one nursing home and not the other"?

Correspondence: All of the correspondence received will be on file. A copy of the Pelican Library Fin. Statement was received and will also be on file.

Old Business: Dave Sholy tree issue: The Chairman read the letter that was received from Sholy allowing the township to cut the trees that are a problem. Superior Lakeside will cut the trees for \$125.00 per tree. 4 are marked but there may be a need to cut more. These should be taken care of asap. Dalman stated that the prior board members did not take care of the area's (township) and suggested to cut more while the township is cutting. More can be marked out on the road tour.

New Business: Old Signs: Motion made by Kvare, seconded by Pare' to sell the unusable signs for a sum of \$1.00 each. Motion carried. These signs are not to be used on any roads or where visible and should state that on the purchase invoice. Proposals for snowplowing, road grading, road graveling, road and ditch mowing and town hall property mowing will be placed in the Pelican Press this coming week. Sonnenberg stated he has 20 yards of sand and salt left over at his property that the township actually paid for. A report for total sand and salt was distributed. Dunn Township used 190 cy of sand at \$31.00 a cubic yard and 31. 5 cy of salt at \$ 114.59 for a year total of \$ 9,499.59. Arntson stated that Scambler used 26 cys for the entire year. Contract changes were discussed and the entire snowplowing contract was reviewed. The snowplowing contract shall read as follows:

- A. Stays the same
- B. Johnson made a motion to change and strike the first line in Sect. B changing to read: "with a smaller pickup plow" and " contractor shall sand roadways and intersections with sand and salt provided by the township." Dalman seconded the motion. On a vote there were 4 yes, and 1 no.**
- C. Stays the same
- D. Stays the same

Town Board Matters- Pepelnjak presented her information on CD rates. Kvare made motion Seifert seconded to move the \$ 20,000.00 from the reserves to a 5 year, for 2.05 % rate. Motion carried.

Spring Road Tour: April 16, 2011 at 8am. Pare states that they need to look at the area by E. Kraft. Notice will be posted for the road tour. Next meeting is May 9, 2011 at 7 pm, 2011.

Motion by Pare', seconded by Seifert to adjourn, motion carried.

Respectfully submitted,

_____ Faye Engkjer, Town Clerk

_____ David Johnson, Chairman

**Dunn Township
Meeting Minutes
Monday May 9, 2011
Dunn Town Hall 7:00 pm**

Board Members Present: Seifert, Dalman, Kvarre, Pepelnjak, D. Johnson, Engkjer

Guests: Rod Anderson, Genevieve Austin, R. Arntson, D. Sloten, S. Enhert, J. Kvarre, Mike Johnson, T. Sonnenberg

The meeting was called to Order by Chairman D. Johnson at 7: 00 pm

The Pledge of Allegiance was recited by all present

Agenda Approval- Clerk requested to add a letter dropped off and emailed at 5pm from Gould regarding damages on snowplowing. PVHD report will be moved ahead.

Previous Meeting Minutes –Motion made by Pare', seconded by Dalman to approve the April 2011 minutes as presented. Motion carried.

Treasurers Report-Motion by Kvarre, seconded by Seifert to approve the Treas. Report. Motion carried. Pepelnjak will transfer money in May from Reserves. Pepelnjak will send Engkjer a revised copy of her report with the correct year at the top. Engkjer explained the change of dates on the present report at the meeting. Engkjer was directed to bill Scambler for their share of the PVHD.

Claims for Approval- Motion by Dalman, seconded by Pare' to approve the claims list. Motion carried.

PVHD –Hospital District Representative Dave Sloten presented his report. A copy of this report is on file. (* See motion made at end of meeting regarding PVHD)

Citizen Comments-Rod Anderson presented pictures of the culvert that was frozen. The township unthawed this culvert this spring. The culvert is the townships and the manhole is in the road right of way. Kyle from Land and Resource Management met with Johnson and Kvarre today to look at the area. And discuss the issues. Chairman Johnson directed Anderson to contact Kyle for solutions and stated that the township can make a grate for the manhole cover.

Clerk Requests: The clerk is to contact Computer Technologies for more RAM in the computer. Pare' and Johnson will inspect the Kaiser permit request. No record of permits can be found for Property 24740 Labrador Beach Rd. for two approaches(Teigen, Paul's Insulation). Kvarre will make contact with the property owner in regards to permits. Engkjer was directed to look at Home Depot for a town hall mailbox with security. Motion made by D. Johnson, seconded by Kvarre to bill the property owners for the following: # 23381 post and sign, # 23373 post and sign, # 47723 post only, and Kvarre's # 46424 . The letter from property owner Gould was read and is on file regarding damages 6-8 feet into his property from snow removal. Engkjer was directed to contact Becker County for post costs.

Township Eng. Report- Stabnow was present and reported Pelican Point culvert replacement. Rod Larson stated to Stabnow that he will take responsibility for cleaning out the culvert. Road repair for Pelican Point: seems that there are stumps under the road, will have to wait for water stabilizing before repairing, Stabnow marked the areas with pink marker. Engkjer commented that she had spoke to Fair Hills regarding the leaves in the road right of way. Lost Hwy: wet and soft. Edges need stabilizing, possibly with rip rap? Water is to top of sandbags and seeing through a little, frost boils are still coming throughout the entire township. East end of Candor is doing the same. Franklin Lake Rd.: culvert near the public access needs repair, 1' (ft) lower, and a 15" arch pipe should be considered. The DNR will need to be made aware of what the township is doing in this area. Enhert stated that the Line Rd. between Candor and Dunn needs more covering. Kvare stated that there is also a culvert on 260th Ave. which is dry on the west side and wet on the east side. There could be a possibility of beavers.

Zoning- Engkjer reported that the committee is in discussion of commercial areas. The only changes submitted were to make sure and add an area for supervisors signatures to sign on the application and permit forms.

Correspondence- All correspondence for April was read by Engkjer

Old Business

New Business-

Quotes:

Ditch Mowing:

Kvare brought up that the contract and information for the Ditch Mowing was incorrect and that these quotes would be sent back to the submitters and the quotes will be need to be resubmitted at a later date after completion of the revisions.

Dust Coating :

Submitted Quotes: Fergus Power Pump
Stengers Dust Control
Dustcoating Inc.

Motion made by Dalman, seonded by Pare' to accept Dustcoating Inc. quote for \$ 0.76 with no fuel surcharges. The clerk is to also notify Dustcoating Inc. that the township will require notification of 3 days. Motion carried.

Class 5:

Submitted Quotes: Egge Construction

Motion by Kvare, seonded by Seifert, to accept the quote for \$ 6.39 a ton for 2011 price of Class 5. Motion carried.

Road Grading:

Submitted quotes: Steve's Road Maint.

Motion by Kvare, seconded by Dalman to accept the Road Grading hourly rate of \$ 80.00 from Steve Ehnert. Motion carried.

Town Hall Property Mowing:

Submitted quotes: Lake Area Services
Stan Zierke

Motion by Pare', seconded by Seifert, to accept Zierke's quote for \$ 50.00 per time. Motion carried.

Snowplowing for the Town Hall and the Public Access:

These quotes will not be accepted at this time. All bidders will receive their submitted quotes back by mail.

Snowplowing: Township Roads

Submitted Quotes: Arntson Construction
Sonnenberg Excavating

Motion made by Dalman, seconded by Pare' to accept Sonnenberg Excavating for a rate of \$ 68.00 an hour, no monthly charge, providing 2 plows and pick up plows.

On a vote: 3 yes and 2 no. The record will state that one of the no votes was based on past performance of services. Motion carried.

Ehnert stated that there has been a tremendous loss of gravel on the roads.

Road Tour Report:

Permission needs to be granted from DNR to pump water at 245th along with permission from the property owner Bob Jordahl. Arntson suggested that the elevation needs to be shot first.

Birch Grove-Kvare sent an email asking Lake Region when they will be there to trim.

Crack Sealing- Holbrook Lane, Dahl Road, So. Pelican Drive, and Ottoson Trail.

Johnson stated that the township will be receiving an invoice from Cando Township of which Dunn pays one half (1/2) of the work on 275th Ave. to raise the road.

470th- Tree- Dalman talked to Glen, but hasn't heard anything more.

Lost Hwy: Possible beaver dam.

Brushing: Lots of area's, Ehnert can get started. Engkjer will send Ehnert the areas of first concern. Johnson will be the contact person for Ehnert when he gets ready to cut.

Freida Drive: tall weeds

Insurance Coverage: Review of the Town Hall insurance coverages was reviewed. Engkjer was directed to contact 2 or 3 insurance agents for quotes.

Culverts:

Sunset Beach Culvert-Property owners will need to be talked too.

Parking Lot at Town Hall- Engkjer was directed to send Paul Kautzman a thank you for his services last fall for grading.

Franklin Lake Rd. Culvert near the public access needs repair. Stabnow will draw up specs so the township can get quotes. Stabnow stated that Sand Lake is ahead of schedule and has started pumping. FEMA was additionally addressed for water over roadways in the township.

PVHD- Motion by Kvale, seconded by Seifert, to authorize from the township attorney to send a letter directing the PVHD to act on the proposal that was presented. Motion carried.

Next meeting date: June 13, 2011 at 7:00 pm

Motion by Dalman, seconded by Pare' to adjourn. Motion carried 10:15 pm

Respectfully submitted,

_____ Faye Engkjer, Clerk

_____ D. Johnson, Chairman