

Dunn Township  
Meeting Minutes  
April 10, 2017  
Dunn Town Hall 7:00 pm

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

Pledge of Allegiance: The Pledge of Allegiance was recited by all in attendance.

Agenda – Approval: A motion to approve the Agenda as printed was made by D. Seifert and seconded by R. Herseth. Carried.

Previous Meeting Minutes- Approval: A motion was made by C. Kvare to approve the minutes of the previous meeting, seconded by R. Herseth. Carried.

Treasurers Report –Approval: A motion to approve the Treasurers report was made by C. Kvare and seconded by D. Seifert. Carried

Claims List – Approval: A motion was made by C. Kvare and seconded by R. Herseth to approve the claims list as presented. Carried. A question from D. Seifert was asked about the costs associated to the Fadness encroachment being billed back to Mr. Fadness. The costs are not billed to him at this time.

Citizen Comments/Questions/Agenda Requests: Lakeland True Value, beer license renewal. Carla Johnson presented the beer license renewal of Lakeland True Value. A motion to approve was made by R. Herseth and seconded by D. Seifert. Carried

PVHD Report - Dave Slotten: Reviewed the printed information from D. Slotten. Charles suggested that the PVHD chairman remind all Hospital District board members to give a monthly report to their townships.

Township Engineer Report- Jeff Stabnow: Mr. Stabnow said that the overlay of Old 59 from the E. Lake Lizzie Road would be quoted this summer. He said that he has not received any information from the Puppy Point representatives as to how they plan to proceed with their road paving project.

Correspondence- Clerk:

1. PVHD Board meeting minutes
2. Auditors Update, two items with handouts
3. LTAP Newsletters
4. Center for Excellence U of M
5. OTC Historical Society Donation request
6. Public Hearing-Ohnstad Conditional Use permit
7. Variance Hearing – Loftsgard, Broadwater Drive

8. Lot Pros, Crack filing, striping, patch work, signage, sweeping
9. United Way – Donation request
10. Pelican Public Library – Donation request

The Clerk reviewed several of the listed items. Specific mention was made in regard to two items from the Auditors Update, newsletter. Documentation for Claims. It is recommended that the township receive only original receipts which are itemized as to what was purchased and when. Also mentioned was donation requests. Donation of public funds must have both a public purpose and specific statutory or charter authority. An example given was the Red Cross, they work for the benefit to the public but a local unit of government is not specifically authorized to donate funds to it.

Item 5 on the Correspondence list: OTC Historical Society Donation Request. A motion was made by D. Seifert and seconded by R. Herseth to donate \$500.00 to the Otter Tail County Historical Society. Motion Carried.

#### New Business:

1. Township Noxious weed meeting, was attended by Bob & Duane. There is a new noxious weed spreading within the state. It is called Palmer Amaranth weed. It can produce hundreds of thousands of seeds and can be spread easily if not treated. It was recommended that the township begin to run the Weed Notice in May so if land owners don't treat their noxious weeds by July 1st the township can proceed with the treatment by Mid July.
2. Township Liability limit raised to \$1,500,000, Cert of Insurance requests are \$1 million at this time.
3. Two Town hall rental applications: Neither application was approved at this time. We need to check on Liability for the township if we have security on site.
4. Request for Bids for:  
Snow Removal, Gravel, Dust Coating, Lawn Mowing, Road Grading, Ditch Mowing and Brush and weed spraying:

Snowplowing: We should not specify an automatic billing for no snow, stated C. Kvare. A motion to request a 2-year Snowplowing quote was made by C. Kvare and seconded by R. Herseth. Carried.

Class 5 Graveling: A motion by D. Seifert and seconded by C. Kvare to request quotes for Road Graveling. Carried.

Dust Guarding: A motion to request quotes for dust guarding using either Magnesium Chloride or Calcium Chloride was made by B. Dalman and seconded by D. Seifert. Carried.

Lawn Mowing: A motion to request quotes for a 1 year Lawn Mowing contract for the Town Hall was made by C. Kvare and seconded by R. Herseth. Carried.

Road Grading: A motion to request quotes for a 2-year contract for Road Grading was made by C. Kvare and seconded by D. Seifert. Carried.

Ditch Mowing: A motion to request quotes for a 2-year contract for Ditch Mowing was made by D. Seifert and seconded by R. Herseth. Carried.

Brush and Weed Spraying: A motion to request quotes for Brush and Weed Spraying was made by C. Kvare and seconded by D. Seifert. Carried

A motion to require \$1,500,000 in Liability Insurance coverage be required on all contracts except Lawn Mowing and Tree Trimming. Motion by C. Kvare and seconded by D. Seifert. Carried

Old Business:

1. Fadness Stair update: Reviewed e-mails that have been sent and received in regard to the Stair Encroachment. We will proceed with our request as stated in the past.
2. Survey, Fish Lake Rd, update: Nothing new at this time.
3. Ringdahl Contract \$11,312.50: Same amount as last year. Check ready to be mailed.
4. Resolution 20017-2 review: OK as prepared.
5. Bulletin Board: A motion to approve the purchase of a lighted outdoor bulletin board after checking with Detroit Lakes businesses was made by C. Kvare and seconded by D. Seifert. Carried
6. Sound System Update: Motion by C. Kvare and seconded by D. Seifert to purchase the sound system as quoted by Site on Sound. Carried

Town Board Matters to be addressed:

1. 2017 Spring Short Course – Review: Good programs and speakers. A lot of new information relevant to our township.
2. WOTTA meeting, Thur. March 23. Review
3. Set Spring Road Tour: re-scheduled for Saturday, April 22<sup>nd</sup>, at 8am.

Adjourn: A motion to adjourn by D. Seifert and seconded by C. Kvare. Carried

Meetings: Next Regular Monthly Meeting Date: May 8, 2017, 7 p.m.

Respectfully Submitted,

---

Douglas Winter, Clerk of Dunn Township

---

David Johnson, Chairman of Dunn Township

