

October 2, 2017

The meeting was called to order at 7:00pm by Chairperson Mike Schwartz. Present were Greta Klassen, Dale Larson, and Mike Schwartz, Supervisors; Amanda Ellefson, Clerk; Ronda Bernard, Deputy Clerk; Christine Wolvin, Treasurer; Linsey Larson, Deputy Treasurer; John Wolvin, Tarah Vitek, Kurt Johnson, Paul Klassen, Robert Johannessen, Janet Levinski, Ryan Mathisen, and Scott Mathisen.

Dale made a motion to approve the September 11, 2017 Regular Meeting minutes. Greta seconded the motion and it passed unanimously.

Greta made a motion to approve the September 19, 2017 Continuation Meeting minutes. Dale seconded the motion and it passed unanimously.

#### **Treasurer Report**

Christine read the Financial Report. Greta made a motion to approve the Treasurer's Report. Dale seconded the motion and it passed unanimously.

Christine reported to the Board that the Gas Tax Aid comes in February and is labeled "Town Aid Road." Christine reported that she corrected the location of the fund for this year and transferred \$4500 from the General fund to the Road and Bridge Fund.

#### **Claims/Bills**

Amanda read the Claims List. Greta made a motion to approve the bills, including PERA. Dale seconded the motion and it passed unanimously.

#### **Emails/Correspondence**

#### **SSD**

John Wolvin read the report for SSD. 224,570 gallons pumped last month with an average of 8020/day for 28 days. John reported that there were 3.44 inches of rainfall for the month. On September 27<sup>th</sup> fall maintenance was conducted. On September 29<sup>th</sup>, Mike was out to the SSD site for review of the maintenance findings. John reviewed the fall maintenance report with the Board and presented photos to support the report. John made note that this fall maintenance is part of the contract and should not be a billed service.

The Board discussed seeking recommendations from People Services into addressing the increased water being pumped through People Services and engineers. John agreed that the Board should proceed with recommendations to correct this issue. Dale made a motion that the Chairman have the authority to meet with the engineer company in order to inspect and address the system, with a budget

of up to \$5000. Greta seconded the motion and it passed unanimously. John also suggested, and the Board discussed a compliance letter being sent to property owners regarding “do’s and don’ts” for sewer system use. Christine will look for a previous letter that has been sent and the Board will discuss this further at next month’s meeting.

Janet Levinski is in attendance to address the Board regarding her concern with paying the second user fee for sewer system on her adjacent property. She explained to the Board her feelings of unfairness as she is paying for two systems but only has one residence with one shower and toilet. Dale explained how the Board reached the decision to charge an additional user fee for additional property ownership and how the Board aims for consistency across lots and owners. Each property is charged the same user fee if it is able to be hooked up to the sewer. Janet purchased the property after the decision had been made and implemented for user fees.

Robert Johannessen in attendance and discussion with Board regarding the well drilled on his property. The well was drilled too close to the SSD lines and needs to be addressed. Robert Johannessen is in contact with the Health Department and will update the Board. Mike also stated that he will investigate the issue and keep in contact with Mr. Johannessen.

#### **Fire Department**

Christine drafted a credit card policy to present to the Board. The Boards suggested some changes to the policy. Christine will make these changes and present the policy at the next meeting.

The Fire Department will be having a Pancake Breakfast on September 28 at the Town Hall.

#### **Community Center**

Mike contacted A-1 gutter, which indicated the work was completed, but Mike and Paul noted there is a leak near the air conditioner. Mike will contact Steve and have him check on this leak.

Paul ordered an air conditioning cover and steel to cover the open boards on the building.

Paul presented the Board with a quote for fencing around the propane tanks and a gate. The quote from Menard’s for materials is \$1617.19. Greta made a motion for the fencing to be purchased and installed by our maintenance staff for up to \$3500. Dale seconded the motion and it passed unanimously.

Paul is going to call a locksmith to fix the keypad on the front door of the Community Center.

Mike talked to Erik at Northeast Service Coop and a help ticket was placed for a site survey for the wi-fi. Mike will meet with a technician on October 4 to determine the best way to extend the wi-fi to all parts of the fire department and community center and recommendations for equipment.

Mike talked to Frontier regarding the bill. On the Community Center bill, Mike removed fees including \$29.99 and \$7.99 fees and now the bill should be approximately the same as the Fire Department. Frontier also will be crediting the Fire Department bill \$13.00.

Amanda presented an email to the board regarding a grant for election equipment upgrades. The Board suggested contacting Phil Chapman to determine what our needs are for upcoming elections and if our

current equipment will meet these needs. This information will be presented to the Board at the next meeting.

The Board reviewed correspondence from Federated Co-op stating that our propane purchases will be locked in at \$1.299/gallon until 4/15/18.

### **Road and Bridge**

Dale drafted a letter for the County regarding placement of sewer lines under township roads. Suggestions for changes were made and Dale will present an updated draft of the letter at the next meeting.

Dale talked to Dale Mell again regarding the ditches and gully. Dale Mell indicated that the property owners would inquire into splitting the cost for filling the gully with material to help drain water from this area. Dale Larson would contact the DNR to ensure there is permission to fill this area. The Township will consider filling the ditches to raise the level to the culverts to assist in draining water from the ditches. Dale Larson will contact Dale Mell about obtaining pending approval from the DNR. Mike made a motion for Dale to use his discretion in meeting with the appropriate people to determine the legality and cost to address the water issue in front of the Mell and Bernard properties. Greta seconded the motion and it passed unanimously.

Dale presented to the Board an alternative option for brushing. He found a private contractor who has his own equipment and is approved by the state for this work. This contractor has quoted Dale \$110/hour for brushing work to be done. Dale will use the money previously approved by the Board. Mike made a motion that Dale works with the contractor to complete Township brushing using money previously approved by the Board and to verify insurance information prior to starting the work. Greta seconded the motion and it passed unanimously.

Dale reported that Township Road gravel hauling is complete. He stated that he had the extra remaining 100 yards dispersed between the trouble areas on the Ostman and Austin Roads.

Dale reported that not all the county snow removal turnaround forms have been turned in yet. Dale asked Board members to follow up with property owners who were asked to fill out and submit such forms.

### **Old Business**

Dale shared his safety concern for the location of the building being too close to the road right away for the Jackson permit. Dale made a motion to reluctantly sign the Jackson property permit with the caveat that we contact our attorneys to review the ordinance and formulate an appeal for the building permit. If there is a process to appeal, the Chairman would have the authority to proceed with the appeal with a cost of up to \$3000, taken out of the Road and Bridge account, to cover attorney fees. Greta seconded the motion and it passed unanimously.

### **New Business**

Ryan Mathisen in attendance with building permit for pole building. The Board asked for a detailed drawing of the property and the pole building in order for approval. John Wolvin will assist in

determining the location of curb stops and sewer lines for the sewer system. Mr. Mathisen left the meeting and later returned with a detailed drawing and the Chairman signed the permit.

Christine presented paperwork to the Board members which needed to be signed. Wells Fargo is requiring the paperwork due to the Township bank accounts amounts. The Board signed the paperwork for Christine to submit.

Greta made a motion to adjourn at 10:09 pm. Dale seconded the motion and it passed unanimously.

Respectfully Submitted by,

Amanda Ellefson

Alborn Township Clerk

UNOFFICIAL