

CROOKED LAKE TOWNSHIP MONTHLY MEETING APRIL 11, 2013

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

Members present: Rod Schloesser, Connie Glass, Mark Skjolsvik, Lloyd Thyen, Dave Schaumburg, Pat Faul, Kim Hughes (deputy clerk). Absent: Glen Mechelke

MOTION SCHLOESSER 2<sup>ND</sup> SKJOLSVIK TO APPROVE THE MARCH 14, 2013 MONTHLY MTG. MINUTES. Motion carried.

The Treasurer's report was given. The checking account statement balance is \$139,792.13.

Rolf Halstensen was present to discuss the contract and rates charged between the Fire Department and the Minnesota DNR.

MOTION SCHLOESSER 2<sup>ND</sup> THYEN TO INCREASE THE PAY FOR FIREFIGHTERS FROM \$10.00 TO \$25.00 PER HOUR WHEN ON DNR CALLS. Motion carried.

Discussed Firemen's Dance on July 6<sup>th</sup>, 2013.

MOTION SCHAUMBURG 2<sup>ND</sup> GLASS TO APPROVE THE ONE DAY LIQUOR LICENSE FOR THE FIREMEN'S DANCE ON JULY 6<sup>th</sup>, 2013. Motion carried.

MOTION SCHAUMBURG 2<sup>ND</sup> SCHLOESSER TO RENT ONE PORTA POTTI FOR THE FIREMEN'S DANCE ON JULY 6<sup>th</sup>, 2013 FROM JOE JOHNSON. Motion carried.

Discussed training schedule for the Fire Department and OSHA Rules and Regulations.

Discussed recalls on Fire Truck and shelving being installed for equipment.

The Fire Department will need copies of all disbursements from the fire fund every month.

The Board would like to thank Rolf Halstensen for keeping up with all the OSHA rules and regulations.

Discussed resolution for Certificate of Indebtedness from Unity Bank.

MOTION SCHAUMBURG 2<sup>ND</sup> SKJOLSVIK TO APPROVE THE RESOLUTION AWARDING THE SALE OF \$104,000.00 GENERAL OBLIGATION CERTIFICATE OF INDEBTEDNESS, SERIES 2013A, TO APPROVE THE GENERAL CERTIFICATE, AND TO AUTHORIZE THE CHAIR AND THE CLERK TO TAKE ALL STEPS AND TO EXECUTE SUCH DOCUMENTS AS ARE NEEDED TO FINALIZE THIS PROCESS AND ISSUE THE CERTIFICATE TO UNITY BANK. Motion carried.

Chad Harting from the Employment Resource Center was present to discuss the AIS contract.

Ed Evans was present to discuss the 2013 DNR WATERCRAFT INSPECTION GRANT.

MOTION SCHAUMBURG 2<sup>ND</sup> THYEN TO APPROVE THE AIS COMMITTEE PLAN TO IMPLEMENT THE 2013 DNR WATERCRAFT INSPECTION GRANT PROGRAM, CONTRACT WITH AN EMPLOYMENT AGENCY TO HIRE AND PROVIDE LEVEL 1 WATERCRAFT INSPECTORS, PURCHASE SUPPLIES AND COMMIT UP TO \$2,000.00 OF TOWN AIS FUNDS FOR INSPECTOR HOURS. Motion carried.

The Town Board appreciates the AIS Committee efforts.

Discussed AIS signs.

MOTION SCHAUMBURG 2<sup>ND</sup> SCHLOESSER TO AUTHORISE RALALA AIS SIGNS ON TOWN RIGHT OF WAY OR TOWN PROPERTY AS DETERMINED BY ROAD SUPERVISORS. Motion carried.

Discussed the five quotes received for the Class 5 hauling project. The quotes were as follows:

Swenson Aggregate & Construction \$34,030.40, Anderson Brothers Construction \$48,421.20, Fletcher Leasing Inc. \$40,880.00, Rice Contracting & Development Services \$40,900.00 and Schrupp Excavating LLC \$39,330.00.

MOTION SCHAUMBURG 2<sup>ND</sup> SCHLOESSER TO ACCEPT THE QUOTE FROM SWENSON AGGREGATE & CONSTRUCTION AT A TOTAL COST OF \$34,030.40 TO HAUL AND SPREAD CLASS 5 GRAVEL ON TOWN ROADS. Motion carried.

Discussed Township short roads.

MOTION THYEN 2<sup>ND</sup> SCHAUMBURG TO AUTHORIZE ROAD SUPERVISORS TO DETERMINE SHORT TOWNSHIP ROADS IN NEED OF CLASS 5 AND SECURE CONTRACTOR/S TO HAUL CLASS 5 IN END DUMPS COINCIDING WITH LARGER BELLY DUMP CONTRACT NOT TO EXCEED \$12,000.00. Motion carried.

Discussed quotes received for the electrical portion of the Town Hall addition. Two quotes were received as follows: Dave's Electric \$7,775.00 with Option A being \$100.00 and Northern Lakes Electric \$6,864.00 with Option A being \$95.00.

MOTION SCHAUMBURG 2<sup>ND</sup> SCHLOESSER TO ACCEPT THE QUOTE/ESTIMATE FROM CONTRACTOR NORTHERN LAKES ELECTRIC AT A COST OF \$6,864.00 FOR THE ELECTRICAL PORTION OF THE TOWN HALL ADDITION PROJECT. Motion carried.

The Town Board would like to thank Dave Olson for his help in determining what was needed in the electrical portion of the bid packets.

Discussed quotes received for the carpentry portion of the Town Hall addition. Two quotes were received as follows: Genz Construction \$75,694.31 and Cummings Construction \$51,850.00.

MOTION SCHAUMBURG 2<sup>ND</sup> THYEN TO ACCEPT THE QUOTE/ESTIMATE FROM CONTRACTOR CUMMINGS CONSTRUCTION AT A COST OF \$51,850.00 FOR THE CARPENTRY PORTION OF THE TOWN HALL ADDITION. Motion carried.

Discussed quotes received for the concrete portion of the Town Hall addition. Four quotes were received as follows: Emily Masonry \$10,287.00, Jim's Masonry \$11,909.00, Fritz Masonry \$15,420.00 and Potz Masonry \$7,997.00.

MOTION SCHAUMBURG 2<sup>ND</sup> THYEN TO ACCEPT THE QUOTE/ESTIMATE FROM CONTRACTOR POTZ MASONRY AT A COST OF \$7,997.00 FOR THE CONCRETE PORTION OF THE TOWN HALL ADDITION. Motion carried.

Discussed quotes received for the HVAC portion of the Town Hall addition. Two quotes were received as follows: Thelen Heating & Roofing \$15,950.00 and Crosslake Sheet Metal \$13,376.00.

MOTION SCHAUMBURG 2<sup>ND</sup> THYEN TO ACCEPT THE QUOTE/ESTIMATE FROM CONTRACTOR CROSSLAKE SHEET METAL AT A COST OF UP TO \$13,376.00 FOR THE HVAC PORTION OF THE TOWN HALL ADDITION PROJECT. Motion carried.

Discussed additional expenses needed for the Town Hall addition.

MOTION SCHAUMBURG 2<sup>ND</sup> THYEN TO GIVE SCHAUMBURG AND THYEN AUTHORIZATION TO APPLY FOR PERMIT, REMOVE NECESSARY TREES AND BEGIN CONSTRUCTION PHASE BASED ON CALENDAR DATES PRESENTED FOR THE TOWN HALL ADDITION. Motion carried.

Discussed start dates for Town Hall addition.

MOTION THYEN 2<sup>ND</sup> SCHAUMBURG TO DESIGNATE LLOYD THYEN AS TOWN DATA PRACTICES ACT COMPLIANCE OFFICER TO ENSURE TOWNSHIP ABILITY TO RESPOND TO INFORMATION REQUESTS IN CONJUNCTION WITH THE DNR FOR THE WATERCRAFT INSPECTION PROGRAM. Motion carried.

MOTION SCHLOESSER 2<sup>ND</sup> SCHAUMBURG TO AUTHORIZE CHAIRMAN TO SIGN RIGHT OF ENTRY AUTHORIZATION FOR WATERCRAFT INSPECTIONS FOR CITY OF EMILY. Motion carried.

Discussed Interested Officer Resolution/Affidavit.

MOTION SCHAUMBURG 2<sup>ND</sup> SKJOLSVIK TO ADOPT INTERESTED OFFICER RESOLUTION FOR SUPERVISOR THYEN. THYEN ABSTAINS, MOTION UNANIMOUS, CARRIED.

MOTION THYEN 2<sup>ND</sup> GLASS TO ADOPT INTERESTED OFFICER RESOLUTION FOR SUPERVISOR SCHAUMBURG. SCHAUMBURG ABSTAINS, MOTION UNANIMOUS, CARRIED.

MOTION SKJOLSVIK 2<sup>ND</sup> GLASS TO ADOPT INTERESTED OFFICER RESOLUTION FOR SUPERVISOR SCHLOESSER. SCHLOESSER ABSTAINS, MOTION UNANIMOUS, CARRIED.

MOTION SCHOESSER 2<sup>ND</sup> THYEN TO ADOPT INTERESTED OFFICER RESOLUTION FOR SUPERVISOR GLASS. GLASS ABSTAINS, MOTION UNANIMOUS, CARRIED.

MOTION GLASS 2<sup>ND</sup> SCHLOESSER TO ADOPT INTERESTED OFFICER RESOLUTION FOR SUPERVISOR SKJOLSVIK. SKJOLSVIK ABSTAINS, MOTION UNANIMOUS, CARRIED.

MOTION SCHOESSER 2<sup>ND</sup> GLASS TO APPROVE 2013 CONTRACT FOR SERVICES WITH CASS COUNTY FAMILY SERVICE NETWORK AT A COST OF \$250.00. Motion carried.

Discussed Road Inspection. The Town Board makes it a policy that not all supervisors are needed on the Road Inspection. There were no objections from the Town Board members on this policy. This year, supervisors Skjolsvik, Schloesser and Schaumburg will do the road inspections along with Nick Usherwood. The clerk is not needed as this is just an inspection of the township roads.

Discussed Sunset Hill culvert and Dredging contract.

Discussed Board of Equalization meeting on April 18<sup>th</sup> at 12:00 Noon and training.

Supervisor Skjolsvik reported on meetings he attended.

Supervisor Glass reported on the Clean Up Date Flyers and Calcium Chloride.

Supervisor Schoesser reported on various equipment repairs and road issues. Township property locations were discussed for the storage of fill and debris.

Discussed hiring Mick Davis again this summer.

Discussed certificate of completion for roads.

Discussed opening of Township mail.

Discussed what will be done with the old fire hall building.

Discussed Plummer Point turn around and Solstad letter.

Discussed need for a new computer for the Treasurer.

Discussed that all quotes and estimates need to be kept for a period of two years.

Discussed bill received from Card Member Service for the annual renewal. This card is no longer used so do not pay.

The bill for windshield has been forwarded to Minnesota Association of Townships.

1<sup>st</sup> quarter 2013 snowplowing bill will be sent to Cass County and Beulah/Thunder Lake Townships when information has been received from Nick.

Discussed cleaning of the carpet at the Town Hall and Fire Hall.

MOTION GLASS 2<sup>ND</sup> SCHAUMBURG TO PAY WARRANTS #15063-15103. Motion carried.

MOTION SCHLOESSER 2<sup>ND</sup> SKJOLSVIK TO ADJOURN. Motion carried.

Kim Hughes, Deputy Clerk