

Perham Township Meeting Minutes
April 5, 2022

CALL MEETING TO ORDER: Meeting was called to order at 7:00pm by Shawn Sweere

PLEDGE OF ALLEGIANCE

PRESENT: Shawn Sweere, Stanley Marotz, Duane Altstadt, Marie Ashland, Jim Friedsam, Allen Sazama, Jeff Haverland, Ty Haverland, Kevin Keil, Barb Felt.

GOPHER FEET: Jim Friedsam presented 56 pair of gopher feet at \$3.00 per pair for \$168.00

MINUTES: Approve meeting minutes from March Monthly Board meeting.

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

Road Report: Blading will begin next week. Areas where brush and trees need to be trimmed were discussed. These areas will be addressed during the Road Review Meeting. Mailbox heights and swing aways were discussed. Information on mailboxes will be added to the Building and Approach Permit applications. There was discussion on tarring 450th by RDO, Board will seek advice of Civil Engineer. The corners on 442nd were discussed. Supervisors will seek advice of Civil Engineer.

Civil Engineer Report: none

LICENCES, PERMITS, FEES:

Building Permits: Ty Haverland – 429th Street/parcel #51000200154017. Estimated value of \$150,000 home to be moved on property. Building Application fee of \$150.00 collected

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

Approach Permits: none

Conditional Use Permit: T-Mobile has applied for a CUP to do an equipment upgrade to the tower located at 41558 450th Avenue. Application fee collected.

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

Liquor Permits: none

Agriculture Permits: none

TREASURER'S REPORT: Prepared by Duane Altstadt, Treasurer.

PERHAM TOWNSHIP MONTHLY TREASURERS REPORT

BALANCE ON HAND LAST MEETING

3/1/2022

CHECKING \$333,959.27

TOTAL CASH ON HAND

\$333,959.27

CHECKS WRITTEN

14 checks 8644 – 8657 \$43,367.16

1 ACH \$30.00

Outstanding check 8635 processed

Total disbursements

..... \$43,397.16

DEPOSITS

UCB \$37.47

Total Checking Deposits

..... \$37.47

CHECKING CASH ON HAND

3/31/2022

CHECKING \$290,634.57

less outstanding checks:

Perham Office Supply Ck.8646 \$34.99

Total Cash on Hand 3/31/2022

\$290,599.58


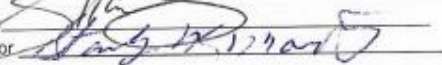
Motion: Shawn Sweere

Second: Stan Marotz

Carried: yes

READ AND PAY BILLS: See Disbursement Table by Marie Ashland, Clerk.

Disbursement List 04/05/2022						
Payable	Address	Invoice Details	Calculations	Amount	Check #	Fund
Joe Wasche Trust	PO Box 194 Perham	March rent	600.00 rent 35.00 internet	\$635.00	8658	General
Arvig	PO Box 110, Perham	3/22/22 email		\$30.00	8659	General
Sazama Rd Maintenance	39787 Cty hwy 35 Dent	3-22PT March plowing and snow blowing		\$19,422.25	8660	R&B
Otter Tail Cty Hwy Dept	505 S Court St # 1 Fergus Falls 56537	3256 1/27, mixed salt/sand on 1/3, 1/7, 1/13, 1/18, 1/27,	41.28 units @ \$25.10 /unit	\$1,772.03	8661	R&B
US Treasury	ACH	1st Qtr Withholding		\$457.20	ACH	General
Bridge Community Pantry	PO Box 7	2022 Donation		\$1,000.00	8662	General
Perham Center for the Arts	PO Box 454 Perham	2022 Donation		\$1,500.00	8663	General
Perham Area Library	225 2nd Ave NE Perham	2022 Donation		\$1,500.00	8664	General
Otter Tail County Historical Society	1110 Lincoln Ave W Fergus Falls 56537	2022 Donation		\$1,000.00	8665	General
EOTC Ag Society on behalf of EOTC fair	PO Box 152 Perham MN	2022 Donation		\$500.00	8666	General
Marie Ashland	Perham	3/4/22 stamps		\$11.00	8667	General
Stanley Marotz	Perham	2/28/22 2/16 2/28	105 miles @ \$.56/mile	\$58.80	8673	General
Duane Altstadt Jr	Perham	Mar salary 200.00 Apr. meeting \$75.00 Annual meeting \$75.00 ARPA reporting webinar \$75.00	\$425.00 less SS \$26.35 MEDI \$6.16	\$392.49	8668	General
Marie Ashland	Perham	March Salary \$300.00 Apr meeting \$75.00	\$375.00 less PERA \$18.75 Medi \$5.44	\$350.81	8669	General
Kathy Steinmetz	Perham	Annual meeting \$75.00	\$75.00 less SS \$4.65 MEDI \$1.09	\$69.26	8670	General
Shawn Sweere	Perham	Mar Salary \$150.00 Annual meeting \$75.00 ARPA reporting webinar \$75.00	\$300.00 less SS \$18.60 Medi \$4.35	\$277.05	8671	General
Stanley Marotz	Perham	Mar Salary \$150.00 Annual meeting \$75.00	\$225.00 less SS \$13.95 Medi \$3.26	\$207.79	8672	General
Jim Friedsam	Perham	Gopher Feet	\$3*56 (.05 of salaryx2)	\$168.00	8674	General
PERA	ach			\$30.00	ACH	
total				\$29,381.68		

Signature / chairman 
 Signature / Supervisor 
 Signature / Supervisor _____

Respectfully submitted, Marie Ashland, Clerk

ROLL CALL: Stanley Marotz, Shawn Sweere

DISCUSSION TOPICS:

Kevin Keil to address the Board and discuss designation of Town Hall. Kevin Keil approached the Board with questions regarding the nomination of the Town Hall rental lease renewal at the Annual Meeting.

Final review of 2021 budget and signing off. Duane Altstadt presented the Board with an itemized statement of receipts, disbursements, and balances for fiscal year 2021. There was discussion on the process of moving funds from specific budgets to the General fund. Budget will be filed with the Annual Meeting documents

Review ARPA funds/recording and reporting. With the ARPA funds in the General Fund, reporting will be done yearly. ARPA funds can go toward new projects, not historical ones. Duane Altstadt will file his report by the end of April. A motion was made by Shawn Sweere to pay the Treasurer \$75.00 for time spent on retrieval and reporting of ARPA funds for an estimated 2 hours.

Second: Stanley Marotz **Carried:** yes

Seek appointment for Interim Supervisor. This position will be appointed until the November 2022 election. Barb Felt was sworn in as the Interim Supervisor for the remainder of the Position's term of office this November.

Arvig is asking permission to lay fiber optic cable in Perham Twp easements. Review/discuss map of roads/easements affected by this. Board of Supervisors signed a Resolution granting Arvig Communications access to identified ROW to install new fiber optic cable.

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

Review of Rental agreement. Per discussion of the rental agreement and change requests by Board Member, this was tabled until the May meeting.

Set date for Annual Road review meeting. Shawn Sweere made a motion to hold the Annual Road Review meeting on April 22nd at 4:00pm.

Second: Stanley Marotz **Carried:** yes

Discussion on estimates for crack seal on roads to determine need for materials. This was tabled from the March Monthly meeting. Estimates presented by Ottertail Aggregate were reviewed as well as cost estimates presented by North Central. No decision was made.

CORRESPONDENCE:

__1__ assessment searches were completed and sent to Am. Title Co.

U.S. Census Bureau, West-Central MN Partnership Specialist - update on state census self response rate by County.

Email from US Treasury regarding DUNS number

ADJOURNMENT: meeting was adjourned at 8:32pm

Local Board of Review and Equalization is scheduled for April 14th at 9:30am at Perham

Annual Road of Review Meeting will be April 22nd at 4:00pm. Supervisors will meet at the Town Hall prior to road inspection.

Next Monthly Board meeting will be May 3rd at 7:00 pm at the Town Hall.

Meeting minutes submitted as final by Marie Ashland, Clerk