

Perham Township Meeting Minutes

April 6th 2023

CALL MEETING TO ORDER: Shawn Sweere called the meeting to order at 7:00p.

PLEDGE OF ALLEGIANCE

PRESENT: Shawn Sweere, Stanley Marotz, Barb Felt, Duane Altstadt, Marie Ashland, Allen Sazama, Jade Berube, Nick Theroux, Lucas Johnson

GOPHER FEET: none

MINUTES: Approve meeting minutes from March Monthly meeting.

Motion: Barb Felt

Second: Stan Marotz

Carried: yes

Final decision for non profit organizations requesting donations from Perham Township. At the Annual Meeting, a motion was made to donate \$7000.00. The following organizations reached out via letter or email:

Perham Center for the Arts – Barb Felt made a motion to match last year’s donation of \$1500.00.

Second: Stan Marotz

Carried: yes

Prospect House/Civil War Museum – Barb Felt motioned to not make a donation as the organization is not in Perham Township.

Second: Stan Marotz

Carried: yes

EOT Ag Society on behalf of EOT County Fair – Barb Felt made a motion to match last year’s donation of \$500.00.

Second: Stan Marotz

Carried: yes

Perham Public Library - Barb Felt made a motion to match last year’s donation of \$1500.00.

Second: Stan Marotz

Carried: yes

History, Arts, and Cultural Assoc. of EOTC – Barb Felt made a motion to match last year’s donation of \$1000.00.

Second: Stan Marotz

Carried: no

Shawn made a motion to donate \$410.50.

Second: Barb Felt

Carried: yes

Otter Tail County Historical Society – Shawn Sweere made a motion to match last year’s donation of \$1000.00.

Second: Barb Felt

Carried: yes

Boy Scout Troop 32/Lights in the Pines – Barb Felt abstained from voting. Shawn Sweere made a motion to donate \$410.50.

Second: Stan Marotz

Carried: yes

The following organization had a request made by a resident of Perham Township.

The Bridge Food Pantry - – Shawn Sweere made a motion to match last year’s donation of \$1000.00.

Second: Barb Felt

Carried: yes

Perham Sportsman Club – Barb Felt made a motion to donate \$679.00 to cover building permit and approach permit for new building.

Second: Stan Marotz

Carried: yes

Road Report: Al Sazama reported that most of the snow has been removed from the roads. The roads are not in good shape with thaw. Harvest Avenue has a culvert that needs to be replaced. There was discussion on road maintenance with winter and summer Contractors and how to improve roads. Al let the Board know that it takes approximately 4 ½ to 5 hours to remove 1” of snow from tar roads and approximately 10 12 hours to do all TWP roads.

Civil Engineer Report: Jeff did not attend meeting

LICENCES, PERMITS, FEES:

Building Permits: Perham Sportsman’s Club has applied for a commercial building permit at 42825 Harvest Avenue. Approximate value is \$57,66.00. The Perham Township Board donated \$579.00 for the application fee.

Motion: Shawn Sweere

Second: Barb Felt

Carried: yes

Approach Permits: Perham Sportsman’s Club has applied for an approach permit at 42825 Harvest Avenue. The Perham Township Board donated \$100.00 for the application fee.

Motion: Shawn Sweere

Second: Barb Felt

Carried: yes

Liquor Permits: Cactus Gardens will like to renew their liquor license. The application fee of \$250.00 was collected.

Motion: Shawn Sweere

Second: Barb Felt

Carried: yes

Agriculture Permits: none

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

<u>PERHAM TOWNSHIP MONTHLY TREASURERS REPORT</u>		
BALANCE ON HAND LAST MEETING		
3/1/2023		
CHECKING	\$212,088.91	
TOTAL CASH ON HAND		<u>\$212,088.91</u>
<u>CHECKS WRITTEN</u>		
12 Checks, 8832-8843	\$29,971.09	
PERA ACH	\$37.50	
Outstanding ck 8826	\$820.32	
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Total disbursements		\$30,828.91
<u>DEPOSITS</u>		
OTC (Town Road Allotment)	\$704.00	
UCB	\$81.23	
Total Checking Deposits		\$785.23
<u>CHECKING CASH ON HAND</u>		
3/31/2023		
CHECKING	\$182,045.23	
less outstanding checks:		
Total Cash on Hand 3/31/2023		\$182,045.23

Motion: Barb Felt

Second: Stan Marotz

Carried: yes

Payable	Address	Invoice Details	Calculation s	Amount	Cheek	Fund
Joe Wascho Trust	PO Box 194 Perham		\$60.00 rent 35.00 internet	\$605.00		8844 General
Anip	PO Box 110, Perham	3-23	30.00/month	\$30.00		8845 General
Sazana Road Maintenance LLC	39787 CO HWY 35 Dent MN 56528	3-2023PT March	snow blowing, blading, pushing snow back -	\$27,536.50		8846 R&B
Otter Tail County Hwy Dept	505 South Court at Suite #1 Fergus Falls MN 56537	coated salt, mixed salt/sand for November	3494	698.29	\$698.29	8847 R&B
Marie Ashland Perham Office Supply	Perham 223 W Main St Perham MN 56573	perms, envelopes, receipt/certifed mail	12.06 +16.75 = .28.81	\$28.81		8848 General
Duane Alstad Jr	Perham	pandaflex envelopes Mar salary 200.00 Apr meeting \$75.00 Decision Judge Training on MAT-U 75.00 WED1 \$6.08 Mar Salary \$350.00 Apr PERA \$18.75 Medt \$5.44	25.56	\$25.56		8849 General
Marie Ashland	Perham	Mar Salary \$150.00 Medi \$2.19	\$150.00 less SS \$9.30	\$138.52		8851 General
Shawn Swears	Perham	Mar Salary \$150.00 Medi \$2.19	\$150.00 less SS \$9.30	\$138.52		8852 General
Stanley Moroz	Perham	Mar Salary \$150.00 Medi \$2.19	\$150.00 less SS \$9.30	\$138.52		8853 General
Berb Felt	Perham	Mar Salary \$150.00 Medi \$2.19	\$150.00 less SS \$9.30	\$138.52		8854 General
PERA	ACH	(.05 of salary)x2)		\$37.50		ACH General
Perham Center for the Arts	PO Box 101 Perham MN	2023 Donation		\$1,500.00		8855 General
EOT Ag Society on behalf of EOT City Fair	PO Box 152 Perham MN	2023 Donation		\$500.00		8856 General
Perham Public Library	225 2nd Ave NE Perham MN	2023 Donation		\$1,500.00		8857 General
History, Arts, and Cultural Assoc. of EOTC	230 1st Ave N Perham Mn	2023 Donation		\$410.50		8858 General
Otter Tail City Historical Society	1110 Lincoln Ave Fergus Falls MN	2023 Donation		\$1,000.00		8859 General
Roy Scout Troop		2023 Donation		\$410.50		8860 General
The Bridge total		2023 donation		\$1,000.00		8861 General
				\$36,399.67		

Signature / chairman _____
Signature / Supervisor _____
Signature / Supervisor _____

Respectfully submitted, Marie Ashland, Clerk

ROLL CALL: Stan Marotz, Shawn Sweere, Barb Felt

BUSINESS DISCUSSION:

Discussion with the City of Perham on use of the Compost Site, shared roads between Perham Township and the City of Perham, annexation agreements. Jonathan Smith was unable to make the meeting so topic was tabled to the May Monthly Board meeting.

Discussion on 439th Street by AMJ Properties – Shawn talked with Aaron Jasmor. Aaron would like to have the road tarred at some point. He will need to bring the road up to Township specs before the Board will consider tarring it. Barb Felt made a motion of reimbursing AMJ for snow removal be tabled until the May meeting.

Second: Stan Marotz

Carried: yes

Review of Approach requirements/Ordinance. Chad Anderson is questioning approaches for lots in the Gateway 34 development. The lots size in Gateway 34 are 120' which is the same requirement between approaches. Shawn Sweere made a motion that each approach in Gateway 34 development be inspected prior to approval due to the width of lots. Approach permits will need a variance prior to approval.

Second: Barb Felt

Carried: yes

Arvig has notified Perham Township that the rate to carry/support the Township emails will increase from \$6.00 per email account to \$7.20 per email account. Are there other options for email carriers/support available.

Schedule meeting with Don Sivigny to review MN Statute/rules pertaining to building permits. Don is available on April 13th or 14th at 6:00.

CORRESPONDENCE:

Don Sivigny contacted Perham Township with questions pertaining to Building Permits and would like to review MN rules, statutes and procedures of Building Permits.

MATIT has sent renewal estimate for Consolidated Liability Insurance for the Board to review.

Ruther Excavating has sent Perham Township a Certificate of Liability Insurance

Corui & Ruppe Law Office has invited Perham Township to legal seminars that they will be presenting.

 2 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.

ADJOURNMENT: meeting was adjourned at 6:45 pm

April 13th is the Board of Appeals and Equalization meeting at 9:30 am at the Perham Town Hall.

April 13th there will be a special meeting to review building permits in Perham Township with Don Sivigny. Meeting will be at 6:00 pm.

The Annual Road Review meeting will be April 24th at 4:30. Board Members will meet at the Hall and drive Township roads.

May 4th is the next Monthly Board Meeting. Meeting will be at 7:00pm at the Town Hall.

Meeting minutes prepared as final, Kimberly Stafki, Clerk.