

**Perham Township Minutes**  
**August 3<sup>rd</sup>, 2021**

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

**PLEDGE OF ALLEGIANCE**

**PRESENT:** Shawn Sweere, Stanley Marotz, Kevin Keil, Duane Altstadt Marie Ashland, Allan Sazama, Leon Ogroske

**GOPHER FEET:** Leon Ogroske had 33 pair of gopher feet. He was reimbursed at \$3.00/pair for a total of \$99.00.

**MINUTES:** Approve meeting minutes from July Monthly Board meeting.

**Motion:** Kevin Keil

**Second:** Stanley Marotz

**Carried:** yes

**Road Report:** Tree trimming on roads – Allan Sazama presented the Supervisors with his fees for trimming. After review of roads identified as needing tree trimming the following roads Shawn Sweere motioned to have Allan Sazam complete tree trimming on Aerovilla Rd at cul-de-sac, 407<sup>th</sup> Ave, 450<sup>th</sup> Ave, 435<sup>th</sup> St, 440<sup>th</sup> St.

**Second:** Kevin Keil

**Carried:** yes

North Central Inc reported via email that all needed signs identified at July Board meeting and sign damaged on Aerovilla have been ordered and 410<sup>th</sup> rebuild should take place in August.

Leon Ogroske approached the Board with concerns to the condition of 460<sup>th</sup> Ave. After discussion, the Board will reach out to Pine Lake Township as this is a shared road to discuss how to proceed.

**Civil Engineer Report:** Jeff Stabnow was not present. Shawn presented update to Board on the Sealcoating of 450<sup>th</sup> Ave and discussion on topic at the City of Perham Council meeting.

The completion of hydro seeding Aerovilla Rd and replacement of one mailbox on Aerovilla Rd was discussed by Supervisors.

**LICENCES, PERMITS, FEES:**

**Building Permits:** Alan Ousley – 43920 Fort Thunder Rd, Perham. Commercial building. Estimated value \$10,000. Concrete slab poured prior to permit approval. Double application fee of \$100.00 collected.

**Motion:** Shawn Sweere

**Second:** Stanley Marotz

**Carried:** yes

Alan Ousley – 43920 Fort Thunder Rd, Perham. Commercial building. Estimated value \$13,000. Application fee of \$50.00 collected.

**Motion:** Stanley Marotz

**Second:** Kevin Keil

**Carried:** yes

**Approach Permits:** David Pattison – Parcel # 510000200154028/427<sup>th</sup> St. Approach deposit of \$500.00 and Approach fee of \$100.00 collected. This permit application was tabled in July due to the application fee and deposit not being submitted prior to the July Board Meeting.

**Motion:** Kevin Keil

**Second:** Stanley Marotz

**Carried:** yes

Mac Stoll at 42711 Turtle Bay Circle/parcel # 51000040060011. Approach deposit of \$500.00 and approach fee of \$100.00 collected. Road has been built without Approach Permit/review by Perham Township Board. It was determined at the July Board Meeting that no culvert was needed. Approach permit is required and approach needs to meet Township specifications. Motion was made by Shawn Sweere to approve Approach Permit without Mr. Stoll paying double the application fee as approach was built prior to annexation into Perham Township.

**Second:** Stanley Marotz

**Carried:** yes

**Liquor Permits:** none

**Agriculture Permits:** none

**TREASURER’S REPORT:** Read by Duane Altstadt.

Duane approached Board with a discrepancy in the Treasurer’s report of \$68.26 that he could not justify. He will meet with the bank tomorrow to further investigate. The bank balance reflected \$371,286.16 and Duane’s balance reflected \$371,216.90. Shawn Sweere made a motion to table approval of August Treasury report until the discrepancy of \$68.26 is resolved.

**Second:** Stanley Marotz

**Carried:** yes

**PERHAM TOWNSHIP MONTHLY TREASURERS REPORT**

<b>BALANCE ON HAND LAST MEETING</b>		
7/1/2021		
CHECKING .....	\$414,262.03	
<b>TOTAL CASH ON HAND</b>		<b>\$414,262.03</b>
<b>CHECKS WRITTEN</b>		
17 checks 8540 – 8556	\$45,749.98	
1 ACH	\$37.50	
<b>Total disbursements</b>		<b>\$45,787.48</b>
<b>DEPOSITS</b>		
UCB Checking Acct Interest	\$47.86	
Rod Hayden	\$425.00	
MS Construction	\$710.00	
H&K Industries	\$250.00	
Silver Moon Lounge	\$250.00	
Stanley Marotz	\$50.00	
State of MN	\$571.00	
Otter Tail County	\$10.00	
Otter Tail County	\$428.49	
<b>Total Checking Deposits</b>		<b>\$2,742.35</b>
<b>CHECKING CASH ON HAND</b>		
8/1/2021		
CHECKING .....	\$372,528.36	
less outstanding checks: ck 8515	\$1,000.00	
ck 8544	\$34.41	
ck 8549	\$207.79	
<b>TOTAL CASH ON HAND 8/1/21</b>		<b>\$371,216.90</b>

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

Disbursement List 08/03/2021							
Payable	Address	Invoice	Details	Calculations	Amount	Check #	Fund
City of Perham	PO Box 130 Perham	5121	NE Industrial Park Street Project		\$ 88,653.41	8557	R&B
Joe Wasche Trust	PO Box 194 Perham		July rent \$675.00 monthly internet \$35.00		\$ 710.00	8558	General
Anvig	PO Box 110, Perham	7/22/21	Email		\$ 30.00	8559	General
North Central Inc	PO Box 365 Perham	10584 10439	Blade work in July Track skid steer mobilize/mow corner	\$6142.5    \$172.5	\$ 6,315.00	8560	R&B
Forum Communications	PO Box 2020 Fargo ND 58107	2263036	posting of Sp Meetings - liquor license & swearing in of Supervisor		\$ 47.80	8561	General
Duane Altstadt Jr	Perham		July salary \$200.00 July Sp meeting Swearing in of Kevin Keil \$75.00 August meeting \$75	\$350.00 minus SS \$21.70 Medi \$5.08	\$ 323.22	8562	General
Marie Ashland	Perham		July salary \$300.00 July Sp meeting Swearing in of Kevin Keil \$75.00 August meeting \$75.00	\$450.00 less PERA \$22.50Medi \$6.53	\$ 392.49	8563	General
Shawn Sweere	Perham		July Salary \$150.00 July Sp meeting Swearing in Kevin Keil \$75.00 July Sp meeting EMS Joint Powers \$75.00	\$300.00 less SS \$18.60 Medi \$4.35	\$ 277.05	8564	General
Kevin Keil	Perham		July Salary \$150.00 July Sp meeting Swearing in to Board \$75.00	\$225.00 less SS \$13.95 Medi \$3.26	\$ 207.79	8565	General
Stanley Marotz	Perham		July Salary \$150.00 July Sp meeting Swearing in Kevin Keil \$75.00 July Sp meeting EMS Joint Powers \$75.00	\$300.00 less SS \$18.60 Medi \$4.35	\$ 277.05	8566	General
PERA	Perham		(.05 of salaryx2)		\$ 45.00		General
					<b>\$ 97,278.81</b>		
<i>Shawn Sweere Perham</i>							
<i>attended City of Perham mtg - \$75.00 = 215 - 109</i>					<i>\$1,904</i>		<i>8568 Perham</i>
<i>Gopher Feet \$3/pr</i>							
<i>gopher feet</i>					<i>99 -</i>		<i>8567 Perham</i>
					<u>\$ 97,278.81</u>		
					<i>\$ 97,209.55</i>		
					<i>97,447.07</i>		

Signature / chairman *Shawn Sweere*  
 Signature / Supervisor *Stanley Marotz*  
 Signature / Supervisor *Kevin Keil*

Respectfully submitted, Marie Ashland, Clerk

**ROLL CALL:** Stanley Marotz, Shawn Sweere, Kevin Keil

**OLD BUSINESS:**

Discussion/follow up from Joint Powers Board of EMS Special Meeting. There was discussion/recap of the meeting. The Semi Annual EMS Joint Powers Board meeting will be August 17<sup>th</sup>.

Discussion on how to proceed with City of Perham delaying their portion of sealant on 450<sup>th</sup> Avenue. Shawn will attend the August Perham City Council meeting to finalize a plan with the City. This topic is on the agenda.

Finalize and set up payment from UCB to City of Perham 450<sup>th</sup> Avenue Road project. Shawn Sweere made a motion to proceed with resolution to pay The City of Perham \$88,653.40 from a line of indebtedness through United Community Bank.

**Second:** Stanley Marotz                      **Carried:** yes

**NEW BUSINESS:**

Discussion on updating any outdated road agreements. After quick review of Road Agreements with neighboring Townships and the City of perham, Supervisors decided they will review Agreements more in depth prior to the next Board meeting.

**CORRESPONDENCE:**

Notice from MN Assoc. of TWP of District 9 meeting. Meeting will be August 16<sup>th</sup>, 2021 at 7:00 at Cormorant Town Hall.

Notice sent by EMS Joint Powers Board of semi-annual meeting to take place August 17<sup>th</sup>, 2021 at 6:00pm in the Perham Fire Department Training Room.

Letter from Otter Tail County regarding Federal ARP grant and Otter Tail County priorities for investment.

  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.

Notice from Otter Tail County that they have 2 snowplow trucks for sale.

Thank you letter from EOT County Fair for donation.

**ADJOURNMENT:** meeting was adjourned by Shawn Sweere.

Next meeting will be September 7<sup>th</sup> at 7:00 pm at the Town Hall.  
Meeting minutes submitted as final by Marie Ashland, Clerk.

