

**Perham Township Meeting Minutes
February 2, 2021**

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

PLEDGE OF ALLEGIANCE

PRESENT: Shawn Sweere, Kelly Karsnia, Stanley Marotz, Duane Altstadt, Marie Ashland, Allan Sazama, Jeff Stabnow, Ashley Altstadt

MINUTES: Approve minutes from January 5th, 2021 Board meeting

Motion: Kelly Karsnia

Second: Stanley Marotz

Carried: yes

Approve minutes from January 19th, 2021 Special Meeting to vacate ROW

Motion: Kelly Karsnia

Second: Stanley Marotz

Carried: yes

GOPHER FEET: none

ROAD REPORT: Allan Sazama stated the roads were in pretty good condition. He questioned the 90 degree turns with curbs in the Mandt addition. He has had some damage to equipment when getting the snow cleared. Supervisors and Allan verified what roads to do that border/share with Rush Lake Township. Allan reported that he tracked his mileage when clearing, applying sand/salt and he travels 100+ miles when maintaining Perham Township roads.

Supervisors will look at the corners in the Mandt addition when they do the Spring Road Review.

LICENCES, PERMITS, FEES:

Building Permits:

Shane and Mallory Miller – 443 Street, Perham/PI# 5100012010700 – 85'x120' residential home, approximate value \$300,000.00 Permit fee of \$300.00 collected.

Motion: Shawn Sweere

Second: Stanley Marotz

Carried: yes

Approach Permits:

Shane and Mallory Miller – 443 Street, Perham/PI# 5100012010700. Permit fee of \$100.00 and Deposit fee of \$500.00 collected.

Motion: Shawn Sweere

Second: Stanley Marotz

Carried: yes

Liquor Permits: none

Agriculture Permits: none

TREASURER'S REPORT: Read by Duane Altstadt.

PERHAM TOWNSHIP MONTHLY TREASURERS REPORT

BALANCE ON HAND LAST MEETING

1/5/2021

CHECKING	\$288,076.15
Subtract Ck.8426	-\$240.00

TOTAL CASH ON HAND	<u><u>\$287,836.15</u></u>
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CHECKS WRITTEN

16 checks 8454 – 8471	\$28,579.97
Void ck 8454 and 8459	
1 ACH	<u>\$37.50</u>

Total disbursements	\$28,617.47
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DEPOSITS

Otter Tail County	\$975.59
Checking Acct Interest	\$43.43

Total Checking Deposits	\$1,019.02
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TOTAL CASH ON HAND

2/2/2021

CHECKING	\$288,076.15
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TOTAL CASH ON HAND 2/2/21	<u><u>\$260,237.70</u></u>
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Motion: Kelly Karsnia

Second: Stanley Marotz

Carried: yes

BOARD OF AUDIT: Presented by Duane Altstadt

Motion: Shawn Sweere

Second: Kelly Karsnia

Carried: yes

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

Disbursement List
01/05/2021

Payable	Address	Invoice For	Calculations	Amount	Fund
Joe Wasche Trust	120th 2nd Ave. Perham	December rent \$675.00 monthly Internet \$35.00		\$ 710.00	8472 General
Arvig	PO Box 110, Perham	1/22/21 Web & Email GSuite	media service 50.00 GSuite 30.00 GSuite labor 15.25	\$ 95.25	8473 General
Perham Printing	PO B 5 Perham MN	44623 voting signs		\$ 64.56	8474 General
County Association MN Assoc. of TWP	24893 Palace Rd Battle Lake MN 56515	EOT Assoc dues \$90.00 MAT Twp dues \$618.72		\$ 708.72	8475 General
Minnesota State Auditor	Suite 500, 525 Park St., St. Paul, MN 55103	CTAS Twp accounting program		\$ 300.00	8476 General
Sazama Rd Maintenance LLC	39787 CO Hwy 35 Perham 620 3rd Ave SE Perham	plowing salt/sand in January 01-21-PT		\$ 7,252.00	8477 R&B
PACC		01/08/21 rent for General Election		\$209.00	8478 General
Marie Ashland	postage	stamps/postage		\$ 13.40	8479 General
Duane Altstadt Jr	Perham	Jan salary \$200.00 Feb meeting \$75.00	\$275.00 less SS \$17.05 Medi \$3.99	\$ 253.96	8480 General
Marie Ashland	Perham	Jan Salary \$300. Feb meeting \$75.00	\$375.00 less Pera \$18.75 Medi \$5.44	\$ 350.81	8481 General
Shawn Sweere	Perham	Jan Salary \$150 Jan Sp meeting-vacate ROW \$75	\$225.00 less SS \$13.95 Medi \$3.26	\$ 207.79	8482 General
Kelly Karsnia	Perham	Jan Salary \$150 Jan Sp meeting-vacate ROW \$75	\$225.00 less SS \$13.95 Medi \$3.26	\$ 207.79	8483 General
Stanley Marotz	Perham	Jan Salary \$150 Jan Sp meeting-vacate ROW \$75	\$225.00 less SS \$13.95 Medi \$3.26	\$ 207.79	8484 General
Kathy Flateau-Steinmetz	Perham	Jan Sp meeting- vacate ROW \$75.00	\$75.00 less SS 4.65 Medi \$1.09	\$ 69.26	8485 General
PERA		Marie & Employer contribution	(.05x pay)x2	\$ 37.50 ACH	General
Gopher Feet \$3/pr					
				\$ 10,687.83	

Signature / chairman

Signature / chairman

Signature / chairman

Respectfully submitted, Marie Ashland, Clerk

Motion: Kelly Karsnia

Second: Stanley Marotz

Carried: yes

ROLL CALL: Shawn Sweere, Kelly Karsnia, Stanley Marotz

OLD BUSINESS:

Review options for website management and emails. Supervisors reviewed what Arvig offered for plans and discussed other options. Motion was made by Kelly Karsnia to drop Arvig as Website Host and seek other host options. Shawn Sweere abstained from vote.

Motion: Kelly Karsnia

Second: Stanley Marotz

Carried: yes

NEW BUSINESS:

Ashley Altstadt was sworn in as Deputy Treasurer. She took the Oath of Office.

Motion: Shawn Sweere

Second: Stanley Marotz

Carried: yes

Discussion of the 2021 Proposed Budget for Perham Township: Supervisors discussed options for the proposed 2021 Levy. Discussion on agreement with the City of Perham and payment. Discussion on the LRIP grant and Perham Township responsibility if awarded the grant to redo 450th Street and 450th Avenue. Perham Township will move ahead with securing a line of Indebtedness with UCB to ensure the Township can cover any unexpected costs should they arise.

Discussion on the amount to charge organizations/individuals for use of the Town Hall. Motion made by Kelly Karsnia to charge \$75.00 per use/day.

Second: Stanley Marotz

Carried: yes

March Annual meeting will be held March 9th, 2021 at Hall location; 120 2nd Street SE, Perham.

Supervisors will schedule a road review meeting at March meeting.

EMS annual meeting has been scheduled via Zoom to be held on Monday February 15, 2021 at 6:30 p.m.

Perham Fire and Rescue meeting has been canceled due to COVID. Meeting minutes will be mailed to Township.

Annual Hospital meeting- will not have meeting due to COVID. Hospital will share at March meeting.

CORRESPONDENCE:

5 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:

Next meeting will be March 2nd, 2021 at the Perham Township Hall.

The Annual Township meeting will be March 9th, 2021 at the Perham Township Hall.

Submitted by Marie Ashland, Clerk-Perham Township. Submitted as Draft