

**Perham Township
Meeting Minutes
January 3rd, 2023**

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

PLEDGE OF ALLEGIANCE

PRESENT: Shawn Sweere, Stanley Marotz, Barb Felt, Duane Altstadt, Marie Ashland, Allen Sazama, Glen Olsen, Jeff Stabnow, Jennifer Smith, Cindy Murphy, Nate Tobkin, Jean Tobkin, Ron Tobkin, Sally Tobkin

GOPHER FEET: none A

MINUTES: Approve meeting minutes from December Monthly Board meeting

Motion: Shawn Sweere

Second: Stan Marotz

Carried: yes

Road Report: Supervisors reviewed the Shared Road Agreement with Edna TWP for 400th Ave. Perham TWP will invite Edna TWP to the Feb. meeting to review/discuss maintenance on the road for 2023. Perham TWP will not make any changes now to the Road Agreement. Al Sazama reported that the roads are looking pretty good now after all of the snow. He reported a resident on MN St pushing snow into the ditch and causing drifting. Supervisors will visit with resident on removing the snow at their expense. Al is still waiting on some signs that need to be replaced within the Township. Aerovilla has a resident that has parked several campers along the road causing drifting. Al will visit with the resident on moving the campers. 407th Ave will be reviewed at the Spring Road Review meeting.

Civil Engineer Report: Jeff Stabnow presented the Board with information from MNDOT on the possibility of adding a turning lane at Fort Thunder and HWY 78. The first step of looking into the feasibility of this is to add traffic counters. The Board will sign a Resolution requesting and granting permission for MNDOT to add a traffic counter and begin to look into the feasibility of the project.

LICENCES, PERMITS, FEES:

Building Permits: Nathan Tobkin has requested to discuss his building permit and need for a CUP with the Board. Nathan applied for a CUP and paid the application fee of \$100.00. He will proceed with notifying his neighbors of his request so the Board can make a final decision at the February Monthly meeting. A building permit at the SE corner of HWY 108 and Cty Hwy 125, a sketch of building, and application fee of \$350.00 was presented to the Board at the

November Monthly meeting. Any penalty fees have been waived for Nathan Tobkin due to miscommunication from the Board.

Approach Permits: none

Liquor Permits: Silvermoon is requesting liquor license under new ownership of Jennifer Smith, Todd and Cindy Murphy.

Motion: Shawn Sweere

Second: Stan Marotz

Carried: yes

Agriculture Permits: none

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

PERHAM TOWNSHIP MONTHLY TREASURERS REPORT

BALANCE ON HAND LAST MEETING

12/1/2022
CHECKING \$285,225.56

TOTAL CASH ON HAND \$285,225.56

CHECKS WRITTEN

22 Checks, 8783-8806 \$57,490.80
PERA \$30.00
PERA (from Nov) \$37.50
(2) Voided Checks, 8803 and 8805
Check 8788 Returned

Total disbursements \$57,558.30

DEPOSITS

Nathan Tobkin (Building Permit) \$350.00
State of MN \$2,152.97
UCB \$160.59

Total Checking Deposits \$2,663.56

CHECKING CASH ON HAND

12/31/2022
CHECKING \$230,733.87

less outstanding checks:
PERA \$30.00
Marie Ashland ck. 8790 \$2.40
Kathy Steinmetz ck. 8794 \$90.00
Marie Ashland ck. 8801 \$280.65

Total Cash on Hand 12/31/2022 \$230,330.82

Motion: Shawn Sweere

Second: Stan Marotz

Carried: yes

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

Disbursement List 1/2023 January					
Payable	Address	Invoice Details	Calculations	Amount	Fund
Joe Wasche Trust	PO Box 194 Perham PO Box 110, Perham		600.00 rent 35.00 internet	\$635.00	8807 General
Anvig			30.00/month	\$30.00	8808 General
Sazama Road Maintenance LLC	39787 CO HWY 35 Dart MN 56528	12-2022PT December	plowing, blading, sanding	\$26,258.75	8809 R&B
Forum Communications	PO Box 2020 Fargo ND 58107	MP31841122	publication of Ordinance changes	\$22.07	8810 General
Otter Tail County Hwy Dept	505 South Court st Suite #1 Fergus Falls MN 56537	3361	installation of traffic counter- labor and equipment	\$83.23	8811 R&B
Pine Lake TWP	Susan Schmid/Clerk 44331 Mosquito Hts Rd	12536-North Central Inc	Perham TWP share of culvert repair on 460th Ave	1/2 of \$10,300.00	\$5,150.00 8812 R&B
Otter Tail County Recorder	West Fir Ave Fergus Falls MN 56537		recording fee for Ordinance	\$46.00	8813 General
Head Trauma Marketing	671 2nd Ave # 4 Perham MN		renewal of website domain and hosting	\$590.00	8814 General
Marie Ashland	Perham		renewal of PO Box and stamps	\$86.00	8815 General
Duane Alstact Jr	Perham		Dec salary 200.00 Jan. meeting \$75.000	\$275.00 less SS \$17.05 MEDI \$3.99	\$253.96 8816 General
Mario Ashland	Perham		Dec Salary \$300.00 Jan. meeting \$75.00	\$375.00 less PERA \$18.76 Medi \$5.44	\$350.81 8817 General
Shawn Sweere	Perham		Dec Salary \$150.00	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52 8818 General
Stanley Marotz	Perham		Dec Salary \$150.01	\$150.00 less SS \$9.30 Medi \$2.19	\$ 138.52 8819 General
Barb Felt	Perham		Dec Salary \$150.02	\$150.00 less SS \$9.30 Medi \$2.20	\$ 138.52 8820 General
IRS	IRS Ogden UT 84201-0039	4th Qtr Taxes		\$ 387.63	8821 General
PERA	ACH		(.05 of salaryx2)	\$37.50 ACH	General
total				\$34,346.51	

Signature / chairman
 Signature / Supervisor
 Signature / Supervisor
 Respectfully submitted, Marie Ashland, Clerk

ROLL CALL: Stan Marotz, Shawn Sweere, Barb Felt

BUSINESS DISCUSSION:

Swearing in of Marie Ashland as Clerk.

Complete the Annual Noxious Weed report and return by 1/9/23. Stan Marotz will be the Noxious Weed Inspector for Perham TWP for the year 2023. Report was completed and sent to the Soil and Water Conservation District.

Report of Outstanding Indebtedness is due to Otter Tail County by January 1/16/23

Per Statute 204B.16 discussion and resolution for polling place for 2023. A motion was made by Stan Marotz to have the Town Hall located at 120 2nd St SE/Perham be the polling place for 2023.

Second: Shawn Sweere **Carried:** yes

Increase of mileage rate from \$.55 to \$.65.5 per mile per Federal guideline.

Motion: Barb Felt **Second:** Stan Marotz **Carried:** yes

Barb reached out to Vane Bachmann for details on the upcoming EMS Audit meeting and is waiting to hear back from him.

Barb Felt made a motion to nominate Shawn Sweere as Chairperson for the Perham Township in 2023.

Second: Stan Marotz **Carried:** yes

Shawn Sweere made a motion to nominate Barb Felt as Vice Chairperson for Perham Township in 2023.

Second: Stan Marotz **Carried:** yes

CORRESPONDENCE:

Notification that MATIT payroll audit is due January 31st electronically through CTAS

Notice of Hearing from MN Pollution Control Agency of review/adoption hearing of Class 2 Use Designation Rule.

Local Board or Review for Perham Township will be 4/13/23 at 9:30am at Town Hall

Notification that Liz Wiese is the Shoreland Specialist/County Ag Inspector.

 3 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 8:07pm by Shawn Sweere

Next meeting will be February 7th at 7:00 pm at the Town Hall.

The annual Fire/EMS meeting will be January 25th at 7:00pm.

The Perham Township Annual Meeting will be March 14th at 7:00pm at the Town Hall.

Board of Review and Equalization meeting will be April 13th at 9:30am at the Town Hall.

Meeting minutes prepared as final by Marie Ashland, Clerk.