

**Perham Township Meeting Minutes**

**March 7<sup>th</sup>, 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, Curt Osterfeld, Al Sazama, Chad Anderson

**GOPHER FEET:** None

**MINUTES:** Approve Monthly Meeting Minutes from February meeting

**Motion:** Barb Felt

**Second:** Stanley Marotz

**Carried:** yes

**Road Report:** Al Sazama reported that the gravel roads are in bad shape right now with the melt. There was discussion on several roads within the Township that will need to be addressed this coming year.

**Civil Engineer Report:** none

**LICENCES, PERMITS, FEES:**

**Building Permits:** David Dunning is requesting a building permit for a storage unit at 40042 441<sup>st</sup> Street/parcel # 51000990471000. Permit fee of \$104.00 has been collected

**Motion:** Shawn Sweere

**Second:** Stan Marotz

**Carried:** yes

**Approach Permits:** David Dunning is requesting an approach permit for 40042 441<sup>st</sup> Street/parcel # 51000990471000. Permit fee of \$100.00 and Approach deposit of \$500.00 has been 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**

2/1/2023

CHECKING ..... \$199,149.11

**TOTAL CASH ON HAND**

**\$199,149.11**

**CHECKS WRITTEN**

10 Checks, 8822-8831 \$23,563.07

PERA ACH \$37.50

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Total disbursements ..... \$23,600.57

**DEPOSITS**

OTC (Town Road Allotment) \$35,643.57

UCB \$76.45

Total Checking Deposits ..... \$35,720.02

**CHECKING CASH ON HAND**

2/28/2023

CHECKING ..... \$212,088.91

less outstanding checks:

ck.8826 EOT Assoc of Twps \$820.35


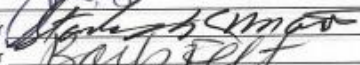
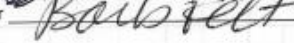
**Total Cash on Hand 2/28/2023** \$211,268.56

**Motion:** Barb Felt

**Second:** Stanley Marotz

**Carried:** yes

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

Disbursement List 2/2023 March						
Payable	Address	Invoice Details	Calculations	Amount	Check	Fund
Joe Wasche Trust	PO Box 194 Perham		600.00 rent 35.00 internet	\$635.00	8832	General
Arvig	PO Box 110, Perham	2-23	30.00/month	\$30.00	8833	General
Sazama Road Maintenance LLC	39787 CO HWY 35 Dent MN 56528	2-2023PT	plowing, scraping, salt/sanding, blowing for January	\$20,994.00	8834	R&B
Otter Tail County Hwy Dept	505 South Court st Suite #1 Fergus Falls MN 56537	3393 3466	coated salt, mixed salt/sand for November	\$1327.22+\$2720.09=	\$4,047.31	8835 R&B
M.R. Signs	1706 1st Avenue N Fergus Falls MN 56537	218997	"no winter maintenance signs	\$2,013.20	8836	R&B
Forum Communications	PO Box 2020 Fargo ND 58107	MP7318401 23	public notice Jan	\$30.21	8837	General
Couri & Ruppe, P.L.L.P.	PO Box 369 St. Michael MN 55376-0369		professional consultation	\$250.00/hr	\$1,062.50	8838 General
Duane Altstadt Jr	Perham		Feb salary 200.00 Mar. meeting \$75.000	\$275.00 less SS \$17.05 MEDI \$3.99	\$253.96	8839 General
Marie Ashland	Perham		Feb Salsty \$300.00 Mar meeting \$75.00	\$375.00 less PERA \$18.75 Medi \$5.44	\$350.81	8840 General
Shawn Sweere	Perham		Feb Salary \$150.00 Edna Twp meeting \$75.00	\$225.00 less SS 13.95 Medi \$3.26	\$207.79	8841 General
Stanley Marotz	Perham		Feb Salary \$150.00	\$150.00 less SS \$9.30 Medi \$2.19	\$138.52	8842 General
Barb Felt	Perham		Feb Salary \$150.00 EMS meeting \$75.00	\$225.00 less SS 13.95 Medi \$3.26	\$207.79	8843 General
PERA	ACH		(.05 of salaryx2)	\$37.50	ACH	General
<b>total</b>				<b>\$30,008.59</b>		
Signature / chairman  Signature / Supervisor  Signature / Supervisor 						
Respectfully submitted, Marie Ashland, Clerk						

**ROLL CALL:** Stan Marotz, Shawn Sweere, Barb Felt

## **BUSINESS DISCUSSION:**

Tabled from December 2022 meeting, discussion on how to proceed with certified letter sent to Mr Hatch regarding excess garbage on his property located at 44424 450<sup>th</sup> Ave. After discussion, the Board Members decided to send Mr Hatch a second letter giving him until June 1<sup>st</sup> to clean his property.

Gateway 34 addressed the Board with plans of a future building development. After reviewing the plans for Gateway 34 North, Shawn Sweere made a motion to proceed with Gateway 34 North Development with 18 total lots for residential and/or storage.

**Second:** Barb Felt      **Carried:** yes

Shawn attended the Edna Township monthly meeting to finalize the road agreement discussed at the February Monthly meeting.

Barb attended the EMS meeting and updated the Board on several points. The EMS Board is looking at purchasing a new ambulance. There was discussion on the expenses and management of the EMS. Barb will inform the public at the Annual Meeting. Barb has accepted the position of Chair on the EMS Board.

Arvig Communication has notified the Township of an increase in the Google Workspace from \$6.00 a month per user to \$7.20 a month per user.

The Board discussed the annexation process of the City of Perham of properties within Perham Township.

North Central Inc signed the Summer Road Maintenance contract that will be in effect on April 1<sup>st</sup>.

## **CORRESPONDENCE:**

Otter Tail County Pine Lake Improvement District shared 2022 Annual minutes with Perham Township.

MATIT informed Perham Township via letter that MATIT (MN Association of Township Insurance Trust) was a victim of business email compromise. Financials and information are protected and this does not impact Perham Township.

M.R. Signs has invited the Perham Township Board to lunch and tour on March 13<sup>th</sup> from 11:00 to 1:00.

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

**ADJOURNMENT:** Shawn Sweere adjourned the meeting at 8:30 pm.

Next meeting will be April 4<sup>th</sup> at 7:00 pm at the Town Hall.

The Perham Township Annual meeting will be March 14<sup>th</sup> at 7:00pm at the Town hall.

The Board of Appeals and Equalization meeting will be April 13<sup>th</sup> at 9:30 at the Perham Town hall.

Meeting minutes submitted as final by Marie Ashland, Clerk.