

**Perham Township Agenda
December 7th , 2021**

**CALL MEETING TO ORDER:
PLEDGE OF ALLEGIANCE**

PRESENT: Shawn Sweere, Stanley Marotz, Kevin Keil, Duane Altstadt, Marie Ashland, Allen Sazama, Jacque Kimball, Jeff Stabnow

GOPHER FEET: none

MINUTES: Approve meeting minutes from November Monthly Board meeting.

Motion: Kevin Keil

Second: Stanley Marotz

Carried: yes

Road Report: Discussion on 90 degree turns on 443rd, it is difficult to plow around the corner. Discussion on Stop Ahead sign being replaced 450th and Mosquito Heights. Supervisors will look at all Stop Ahead signs during the Road Review in the spring.

Civil Engineer Report: Jeff Stabnow presented the Board with feasibility cost estimates for Fort Thunder Road and 450th. Recommendations were made on how to proceed with Fort Thunder in the spring. The question was asked if the County would be able to help with Fort Thunder due to the increased traffic caused by Hwy 34 detour. Jeff Stabnow inquired whether the loop at 426th St/438th Ave and 437th Ave/438th Ave were township. The Township maintains these roads/loop.

LICENCES, PERMITS, FEES:

Building Permits: none

Approach Permits: Jim Hemmelgarn Builders request for approach deposit of \$500.00 to be returned. Address is Lot 10, Turtle Bay Addition. This item was denied at the November Monthly Board meeting until further inspection of the culvert could be done. Upon further inspection, the culvert was installed per engineer specifications. This property is not on twp road. Motion was made by Shawn Sweere to return the \$100.00 Approach fee and \$500.00 deposit due to approach not being on a township road.

Second: Kevin Keil

Carried: yes

Liquor Permits: none

Agriculture Permits: none

TREASURER'S REPORT: *Prepared by Duane Altstadt*

PERHAM TOWNSHIP MONTHLY TREASURERS REPORT

BALANCE ON HAND LAST MEETING

11/1/2021

CHECKING \$363,548.69

TOTAL CASH ON HAND

\$363,548.69

CHECKS WRITTEN

10 checks 8583 – 8594 \$46,701.88

1 ACH \$37.50

1 check held - 8592 \$500.00

1 voided check 8603

Total disbursements \$46,739.38

DEPOSITS

Jacob Kalin (2 checks) \$65.00

MN State (ARPA Rd 2) \$1,542.02

Otter Tail County \$11,081.79

UCB \$44.23

Total Checking Deposits \$12,733.04

CHECKING CASH ON HAND

11/30/2021

CHECKING \$329,576.76

less outstanding checks:

ck 8544 \$34.41

Total Cash on Hand 11/30/2021 \$329,542.35

It was noted that outstanding check 8544 for \$34.41 will be taken care of in December.

Motion: Kevin Keil

Second: Shawn Sweere

Carried: yes

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

Disbursement List 12/07/2021							
Payable	Address	Invoice	Details	Calculations	Amount	Check #	Fund
Joe Wasche Trust	PO Box 194 Perham		November rent \$675.00 monthly internet \$35.00		\$ 710.00	8605	General
Arvig	PO Box 110, Perham	11/22/21	Email		\$ 30.00	8606	General
North Central Inc	PO Box 365 Perham	11108 11174	fall mowing blading	\$2450.00 \$1312.50	\$ 3,762.50	8607	R&B
Sazama Rd Maintenance	39787 Cty hwy 35 Dent	11-21-PT	plowing of tarred roads		\$ 780.00	8608	R&B
M.R. Signs	1706 1st Ave N Fergus Fall MN	214558	signs - Easy Lane/Easy Street sign and tube		\$ 157.26	8609	R&B
MATIT insurance	MAT agency PO Box 415 St Michael MN 55376-0415	3504302	Workers Comp insurance		\$ 397.00	8610	General
USPS	100 3rd Ave NW Perham		PO Box rental	12 month	\$ 70.00	8611	General
Marie Ashland	Perham		certified mail for receipt CUP		\$ 30.31	8612	General
Duane Altstadt Jr	Perham		Nov salary 200.00 Dec. meeting \$75.00	\$275.00 minus SS \$17.05 Medi \$3.99	\$ 253.96	8613	General
Marie Ashland	Perham		Nov. salary \$300.00 Dec. meeting \$75.00	\$375.00 less PERA \$18.75 Medi \$5.44	\$ 350.81	8614	General
Shawn Sweere	Perham		Nov. Salary \$150.00	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52	8615	General
Kevin Keil	Perham		Nov. Salary \$150.00	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52	8616	General
Stanley Marotz	Perham		Nov. Salary \$150.00	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52	8617	General
Jim Hemmelgam	Return Approach Fee				\$ 100.00	8618	General
Jim Hemmelgam	Approach Deposit Refund				\$ 500.00	8592	General
PERA total	ach		(.05 of salaryx2)		\$ 37.50	ACH	General
					\$ 7,594.90		

Gopher Feet \$3/pr

\$ 7,594.90

Signature / chairman

Signature / Supervisor

Signature / Supervisor

Respectfully submitted, Marie Ashland, Clerk

ROLL CALL: Shawn Sweere, Stanley Marotz, Kevin Keil

OLD BUSINESS:

Jacque Kimball has submitted a Conditional Use Permit to rezone his property at 42608 St Hwy 108 to Commercial. Residents within required distance from above address have been notified and public notice was posted in the Perham Focus. Purpose of a CUP was stated to clarify for the records that it does not rezone a property, it allows for the property to be used differently than zoned. Shawn Sweere made a motion to accept CUP submitted by Jacque Kimball to sell trailers at 42604 State Hwy 108, Perham.

Second: Stanley Marotz

Carried: yes

Final review and signing of Pine Lake Townline Road agreement. Agreement dates were amended, and draft sent to Pine Lake Township for review. Pine Lake made a few amendments for review. Supervisors reviewed amendments to Townline agreement which consisted of some rearranging of the document. A motion was made by Shawn Sweere to accept the amended Townline Road Agreement with Pine Lake Township.

Second: Stanley Marotz

Carried: yes

Further discussion on Town Hall location and renewing lease with Wasche Tst. Shawn Sweere stated he was in favor of a one year lease. Topic will be discussed prior to lease expiring.

NEW BUSINESS:

CORRESPONDENCE:

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

Annual report for Otter Tail County Pine Lakes Improvement District

Letter from Otter Tail County Historical Society – year end contribution request

ADJOURNMENT: meeting was adjourned at 7:46pm

Next meeting will be January 4th at the Town Hall.

Meeting minutes submitted respectfully as final by Marie Ashland, Clerk.