

Perham Township Meeting Minutes
January 11, 2022

CALL MEETING TO ORDER: Shawn Sweere called the meeting to order at 7:02pm

PLEDGE OF ALLEGIANCE

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

GOPHER FEET: none

MINUTES: Approve meeting minutes from December Monthly Board meeting.

Motion: Kevin Keil

Second: Stanley Marotz

Carried: yes

Road Report: *Given by Allen Sazama*

Sazama Road Maintenance is in the process of pushing snow back and blowing out areas where it can not be pushed back. They are going to clear 410th St and create a berm to catch blowing snow to prevent the road closing in. Sazama Road Maintenance talked with Cactus and resolved issue of access snow being pushed onto the road. Stanley Marotz will drive the roads monthly to review and address potential problems.

Civil Engineer Report: *Given by Jeff Stabnow*

Jeff shared average bidding prices on projects in neighboring counties to demonstrate average bids of contractors. There was discussion on how volatile the oil prices are currently. Supervisors will be ready to award bids quickly to lock in prices for any road projects.

LICENCES, PERMITS, FEES:

Building Permits: none

Approach Permits: Discussion on Rod Hayden Approach Completion application. At time of Approach Completion Application, there was no grass yet. Discussion tabled and Supervisors will review at May Monthly meeting.

Discussion on Shane Miller Approach Completion Application. At time of Approach Completion Application, there was snow coverage making it impossible to see if grass was established. Discussion tabled and Supervisors will review at May Monthly meeting.

Liquor Permits: none

Agriculture Permits: none

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

Disbursement List
01/04/2022

Payable	Address	Invoice Details	Calculations	Amount	Check #	Fund
Joe Wasche Trust	PO Box 194 Perham	December rent \$675.00 monthly internet \$35.00		\$ 710.00	8620	General
Arvig	PO Box 110, Perham	12/22/21 Email		\$ 30.00	8621	General
North Central Inc	PO Box 365 Perham	11174 December underpayment adjustment	invoice = 1312.50 pay rec = 1276.50 balance = 36.00	\$ 36.00	8632	R&B
Sazama Rd Maintenance	39787 Cty hwy 35 Dent	12-21 PT plowing and snowblading		\$ 14,825.50	8622	R&B
Head Trauma Marketing	45584 441st St Perham	49 Domain renewal and hosting for 2022	Domain ren \$50.00 hosting \$40.00/mnth for 12 mnths	\$ 530.00	8623	General
M&R Signs	1706 First Ave Fergus Falls 56537	214339 galvanized post		\$ 41.51	8624	General
Otter Tail Cty Hwy Dept	# 1 Fergus Falls 56537	3159 mixed salt/sand on 11/12/21 & 11/22/21	13.21 units @ \$25.10/unit	\$ 331.57	8625	R&B
Duane Altstadt Jr	Perham	Dec salary 200.00 Jan. meeting \$75.00 ARPA web training \$75.00	\$350.00 minus SS \$21.70 Medi \$5.08	\$ 323.22	8626	General
Marie Ashland	Perham	Dec salary 300.00 Jan. meeting \$75.00 ARPA web training \$75.00	\$450.00 less PERA \$27.90 PERA \$22.5	\$ 399.60	8627	General
Shawn Sweere	Perham	Dec. Salary \$150.00 ARPA web training \$75.00	\$225.00 less SS \$13.95 Medi \$3.26	\$ 207.79	8628	General
Kevin Keil	Perham	Dec. Salary \$150.00 ARPA web training \$75.00	\$225.00 less SS \$13.95 Medi \$3.27	\$ 207.79	8629	General
Stanley Marotz	Perham	Dec. Salary \$150.00	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52	8630	General
US Treasury		4th Qtr Withholding		\$ 388.35	8631	General
PERA total	ach	(.05 of salaryx2)		\$ 45.00	ACH	General
				\$ 18,214.85		

Gopher Feet \$3/pr

\$ 18,214.85

Signature / chairman

Signature / Supervisor

Signature / Supervisor

Respectfully submitted, Marie Ashland, Clerk

Motion: Stanley Marotz

Second: Kevin Keil

Carried: yes

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

PERHAM TOWNSHIP MONTHLY TREASURERS REPORT

BALANCE ON HAND LAST MEETING

12/1/2021

CHECKING \$329,542.35

TOTAL CASH ON HAND

\$329,542.35

CHECKS WRITTEN

16 checks 8592, 8605 – 8619 \$8,777.40

1 ACH \$37.50

ck 8544 Voided

Total disbursements \$8,814.90

DEPOSITS

MN State (Ag Credit/Township Aid) \$2,299.93

UCB \$41.47

From voided check 8544 \$34.41

Incorrect check 8607 \$36.00

Total Checking Deposits \$2,411.81

CHECKING CASH ON HAND

12/31/2021

CHECKING \$323,139.26

less outstanding checks:

Total Cash on Hand 12/31/2021 \$323,139.26

ROLL CALL: Stanley Marotz, Shawn Sweere, Kevin Keil

BUSINESS DISCUSSION:

ARPA funds allocation discussion. ARPA funds can now be placed in the General funds until spent. Preliminary Discussion on options to disperse funds included Broadband, Water/Sewer improvements, Roads, Sign replacement. More options have been made available, Board will continue to learn more on options.

Discussion on Town Hall location for 2022. Board Members discussed rental/usage prices, storage of files, storage of equipment, and various options. Discussion was tabled until March meeting.

Motion was made to move 2022 voting to the PACC.

Motion: Shawn Sweere

Second: Kevin Keil

Carried: yes

Update/discussion on Indebtedness Line of Credit with UCB. *Duane Altstadt* Board Members discussed when payments are due, interest amount, possibility of early payment.

Dan Bucholz approached the Board and discussed re-districting in Otter Tail County. Due to this, Board Members elected in 2020 election will be on the ballot for a 2 year term. The Township will get more information in the coming months. There was also discussion on process of rebuilding roads in the County and Township.

Check number 8619 was issued to Sazama Road Maintenance on December 21st for the amount of \$1220.00. Check issued due to underpayment at December monthly meeting that was not noticed until after adjournment of meeting. Disbursement with issuance, copy of December Disbursement, and copy of December invoice are included in January meeting documents for record.

2021 Annual Noxious Weed Control report will be submitted by February 15th, 2022.

EMS semi-annual meeting will be Tuesday 1/25 at the Cactus starting at 6:00pm

Perham Fire and Rescue annual meeting will be Wednesday 1/26 at the Perham Fire Hall. meal will be served at 6:30pm, meeting starting at 7:00pm

East Otter Tail Assoc of TWP 2022 Spring meeting will be Monday 3/7 at Thumper Pond at 1:30. State dues will be included in February disbursement.

CORRESPONDENCE:

 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.t

MAT newspaper publication survey was completed by Clerk.

ADJOURNMENT:

Next meeting will be February 1st at 7:00 pm at the Town Hall.

Meeting minutes prepared as final by Marie Ashland, Clerk.