

Perham Township Minutes
January, 5th, 2021

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

PLEDGE OF ALLEGIANCE

PRESENT: Shawn Sweere, Kelly Karsnia, Stanley Marotz, Duane Altstadt, Marie Ashland, Allan Sazama, Jade Berube, Jeff Swenson

GOPHER FEET: none

MINUTES:

Approve Meeting Minutes December 1st, 2020. Posted as draft.

Motion: Kelly Karsnia

Second: Stanley Marotz

Carried yes

Road Report: Blind approach at intersection of 430th Ave and State Hwy 108 was checked by Sazama Rd Maintenance and determined to be okay. Winter maintenance of Jack Pine Dr was reviewed. Sazama Rd Maintenance will clear with a truck and blade due to how narrow the road is. The trailer that was in the way has been moved. The roads were checked and cleared of slush on 1/04, intersections have been sanded and salted. Maintenance of 400th St was reviewed as road is shared with Rush Lake Township. Sazama Maintenance will maintain from the Turkey barns to County Rd 49.

LICENCES, PERMITS, FEES:

Building Permits: none

Approach Permits: none

Liquor Permits: none

Agriculture Permits: none

TREASURER'S REPORT: Read by Duane Altstadt.

PERHAM TOWNSHIP MONTHLY TREASURERS REPORT

BALANCE ON HAND LAST MEETING

December 1, 2020

CHECKING \$297,129.61

TOTAL CASH ON HAND

\$297,129.61

CHECKS WRITTEN

28 checks 8426 – 8453 \$17,412.85

Void ck 8436

1 ACH \$52.50

Total disbursements \$17,465.35

DEPOSITS

Niehaus- reimbursed Fire Call \$1,860.00

Aerovilla Rd- Repaving share (1 owner) \$3,855.56

State of MN - 2nd half Township Aid \$604.00,
2nd half Ag Credit \$1803.23 \$2,407.23

UCB interest \$49.10

Total Checking Deposits \$8,171.89

TOTAL CASH ON HAND

January 1, 2021

CHECKING \$288,076.15

Less outstanding check: 8426 -\$240.00

TOTAL CASH ON HAND 1/1/21

\$287,836.15

Motion: Kelly Karsnia

Second: Stanley Marotz

Carried: yes

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

Disbursement List
01/05/2021

Payable	Address	Invoice For	Calculations	Amount	Check#	Fund
Joe Wasche Trust	120th 2nd Ave, Perham	December rent \$675.00 monthly internet \$35.00		\$ 710.00	VOIDED 8454 8470	General
Arvig	PO Box 110, Perham	12/22/20 Web & Email GSuite		\$ 80.00	8455	General
Wayfair		3435155339 Desks, file cabinets, chairs		\$ 8,920.95	8456	General CARES act grant
JH Signs	41357 460th St Perham MN	18070 window cling		\$ 891.21	8457	General CARES act grant
North Central	PO Box 365, Perham	9697 remove/dispose of brush install rd signs		\$ 704.28	8458	R&B
Sazama Rd Maintenance LLC	39787 CO Hwy 35 Perham	12-20-PT December salt/sand plowing		\$ 7,093.25	VOIDED 8459 8468	R&B
United States Treasury	PO Box 932100, Louisville KY 40293-2100	4th quarter withholding stamps, certified mail to Red Pine Loop vacate		\$ 488.86	8460	General
Marie Ashland	postage			\$ 35.60	8461	General
Judy Haverland	Perham	Dec Salary \$200,	\$200.00 less SS \$12.40 Medi \$2.90	\$ 184.70	8462	General
Duane Allstadt Jr	Perham	Jan meeting \$75.00	\$75.00 less SS \$4.65 Medi \$1.09	\$ 69.26	8463	General
Marie Ashland	Perham	Dec Salary \$300, Jan meeting \$75.00	\$375.00 less Pera \$18.75 Medi \$5.44	\$ 350.81	8464	General
Shawn Sweere	Perham	Dec Salary \$150	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52	8465	General
Kelly Karsnia	Perham	Dec Salary \$150	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52	8466	General
Kelvin Rudolph	Perham	Dec Salary \$150	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52	8467	General
Marie Ashland	Microsoft renewal	12/30/2020		\$ 99.99	8469	General
PERA		Marie & Employer contribution (.05x pay)x2		\$ 37.50	ACH	General
		Gopher Feet \$3/pr				

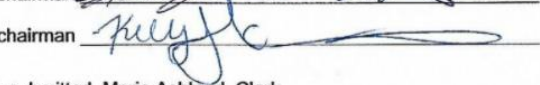
Howard's Driveway

8471 R+B

\$ 20,081.97 28,617.47

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:

Supervisors discussed how to proceed on the payment to the City of Perham for work on 450th Avenue. The project is not done to date and per the agreement with the City of Perham, payment will be paid upon completion of the project. Perham Township will secure a line of indebtedness with UCB and pay the City of Perham in full upon the completion of the road. Perham Township fully intends to pay the City of Perham the Township portion of the road project. Supervisors will attend City of Perham meeting on January 11th at 5:00pm. A motion was made by Kelly Karsnia to obtain a line of indebtedness from UCB and pay in full to the City of Perham upon completion of the road project and final inspection.

Second: Stanley Marotz

Carried: yes

NEW BUSINESS:

Application for LRIP grant has been drafted and sent to Vance Bachmann, District 9 Director for review. Resolution of LRIP grant application was signed by Supervisors.

Donation request has been received from the Otter Tail County Historical Society. Supervisors moved request to Annual Meeting in March. Clerk will notify Otter Tail County Historical Society that they can present donation request at the annual meeting.

Discussion on adding insurance coverage to Township personal property and electronics. Motion was made by Shawn Sweere to accept insurance coverage of personal property through MATIT. Clerk will notify MATIT.

Second: Kelly Karsnia

Carried: yes

Changes to Web services with Arvig Communications. Clerk has reached out to Arvig Customer Rep for details, no details were provided in time for January meeting. Clerk will get details of updates/changes and present to the Board for February Board Meeting.

Discussion on having someone assemble furniture for new Hall location. Shawn Sweere will reach out to building maintenance to assemble remaining furniture.

Designation of new polling location to be 120th 2nd Street SE, Perham. Shawn Sweere made a motion to designate 120th 2nd Street SE, Perham as the polling location for Perham Township in 2021. Supervisors signed Resolution designating above address as the polling location for Perham Township in 2021.

Second: Kelly Karsnia

Carried: yes

Discussion on buying and using CTAS accounting program instead of tracking on paper. A motion was made by Kelly Karsnia to move forward with the purchase of the CTAS accounting program if Duane Altstadt likes it, otherwise Duane will use Excel.

Second: Shawn Sweere

Carried: yes

Perham Township has received a number of phone calls regarding the survey sent out by the City of Perham to residents living in Perham Township along Little Pine Lake. Supervisors will watch for the date of meeting that is being hosted by the City of Perham to discuss the matter and attend.

Supervisors will do an inspection of the easement that is to be discussed and possibly vacated at a Special Meeting on January 19th, 2021 on January 12th at 12:00pm.

Duane Altstadt named his Deputy Treasurer, Ashley Altstadt. Shawn Sweere motioned to accept Ashley Altstadt as the Deputy Clerk of Perham Township. She will be sworn in at the February Board meeting.

Second: Kelly Karsnia

Carried: yes

CORRESPONDENCE:

Notice of Hearing from MN Pollution Control Agency to adopt amended water rules. February 4th; 2021 at 2:00pm via virtual means.

Kathy Flataeu-Steinmetz will be acting Clerk for Special Meeting to abandon easement on January 19th, 2021.

 2 assessment searches were completed and sent to Am. Title Co.

Census Bureau updated with building permits issued in Perham Township through December 2020.

Authorized users on bank account at United Community Bank updated per December meeting motion. Judy Haverland, Treasurer and Kelvin Rudolph, Supervisor removed, Stanley Marotz, Supervisor and Duane (DJ) Altstadt, Treasurer added.

ADJOURNMENT:

Next meeting: January 19th, 2021 - Special meeting to vote on abandonment of easement off of 45125 Red Pine Loop at 7:00pm

February 2nd, 2021 Monthly Board meeting at 7:00pm

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