

**PERHAM TOWNSHIP MEETING MINUTES
MAY 5TH, 2022**

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

PRESENT: Shawn Sweere, Stanley Marotz, Barb Felt, Duane Altstadt, Marie Ashland, Shannon Suhl, Brian Sazama, Paul Sonnenberg, Doug Ackling, Lucas Johnson, Jade Berube, Curt Osterfeld, Jeff Stabnow

GOPHER FEET: none

MINUTES: Approve meeting minutes April monthly Board meeting.

Motion: Shawn Sweere **Second:** Barb Felt **Carried:** yes

Approve minutes from Board of Appeal and Equalization meeting.

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

Approve minutes from Road Review meeting.

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

Road Report: The minutes from the Road Review was reviewed for all in attendance. Work will begin on crack fill/seal, shoulders, and potholes right away. Blading has begun on all township roads. Roads will be done first to address major concerns and then gone over again to improve more. There was discussion among Board Members and Residents on the condition and plans for MN Street. Board members will look into what it will take to make MN Street a Township road. During the information gathering process, Class 5 will be added to the road and it will be maintained throughout the summer.

Civil Engineer Report: Jeff Stabnow shared newest bid estimates on materials with the Board as road repairs are being planned. Discussion on Marion Gill having an easement for the bus turnaround that was put in at the end of Aerovilla Rd. Jeff let the Board know that seeding will be done along Aerovilla Rd this spring. This was part of the Aerovilla project and there will not be an additional fee to the Township. There was also discussion on what class of road 450th Avenue to Mohr Lane should be with truck traffic.

LICENCES, PERMITS, FEES:

Building Permits: Josh and Carri Lapos – parcel # 51000120106007, 45913 441st Street. Would like to construct a storage unit, estimated value \$80,000. Building Permit Application fee of \$80.00 collected.

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

Susan Wagner – parcel # 54000270207000, Easy Street. Would like to construct a residential home, estimated value is \$350,000. Building Permit Application fee of \$350.00 collected

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

Approach Permits: Lakes Area Truck Repair/CJ Lapos – parcel # 51000990442000, 43589 Fort Thunder Rd. Approach Application fee of \$100.00 and deposit of \$500.00 collected.

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

Susan Wagner – parcel # 54000270207000, Easy Street. Approach Application fee of \$100.00 and deposit of \$500.00 collected. Application was approved contingent upon culvert need.

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

John Schornack – 400th Avenue and Hwy 34 Perham. Approach fee of \$100.00 and deposit of \$500.00 collected. Application was approved contingent upon culvert need.

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

Daniel Welter – Section 7,T.136N..R39W parcel B, 443rd Street, parcel B. Approach fee of \$100.00 and deposit of \$500.00 collected. Application was approved contingent upon culvert need.

Motion: Shawn Sweere **Second:** Stan Marotz **Carried:** yes

Liquor Permits: Silvermoon Liquor License renewal. Application fee of \$250.00 collected.

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

H&K Industries/The Cactus Liquor License renewal. Application fee of \$250.00 collected.

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

Agriculture Permits: none

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

PERHAM TOWNSHIP MONTHLY TREASURERS REPORT

BALANCE ON HAND LAST MEETING

4/1/2022

CHECKING \$290,634.57

TOTAL CASH ON HAND

\$290,634.57

CHECKS WRITTEN

18 checks 8658 – 8675 \$29,282.42
1 ACH \$30.00
Perham Office Supply ck8646 \$34.99

Total disbursements

..... \$29,347.41

DEPOSITS

Otter Tail County \$4,083.64
UCB \$32.44
SMJ Consulting \$100.00
Jeff or Pamela Haverland \$150.00

Total Checking Deposits

..... \$4,366.08

CHECKING CASH ON HAND

4/30/2022

CHECKING \$267,679.70

less outstanding checks:

Perham Public Library ck.8664 \$1,500.00
Kathy Steinmetz ck.8670 \$69.26
US Treasury ck.8675 \$457.20

Total Cash on Hand 4/30/2022

\$265,653.24

Motion: Stan Marotz

Second: Barb Felt

Carried: yes

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

Disbursement List
05/03/2022

Payable	Address	Invoice Details	Calculations	Amount	Check #	Fund
Joe Wasche Trust	PO Box 194 Perham	May rent	600.00 rent 35.00 internet	\$635.00		General
Anvig	PO Box 110, Perham	4/22/22 email		\$30.00		General
North Central Inc	PO Box 365 Perham	11391 rd blading		\$2,688.38		R&B
Otter Tail Cty Hwy Dept	505 S Court St # 1 Fergus Falls 56537	mixed salt/sand on 3285 2/7, 2/11, 2/23	41.28 units @ \$25.10 /unit	\$2,365.14		R&B
Forum Communications	PO Box 2020 Fargo ND 58107	MP73840322 public notice - BOE meeting		\$37.01		General
MATIT insurance coverage	PO Box 415 St Michael MN 55376	909103 premuim payment		\$1,493.00		General
Shawn Sweere	Perham	4/22/22 Rd Review mileago	40 miles @ \$.56/mile	\$22.40		General
Stanley Marotz	Perham	2/28/22 2/16 2/28	43.5 miles @ \$.56/mile	\$24.36		General
Duane Altstadt Jr	Perham	April salary 200.00 May meeting \$75.00 ARPA reporting \$75.00 (2) ARPA reporting seminars \$150.00	\$500.00 less SS \$31.00 MEDI \$7.25	\$461.75		General
Marie Ashland	Perham	Apri Salary \$300.00 May meeting \$75.00 BOE meeting \$75.00 Road Review Meeting \$75.00	525.00 less PERA \$26.25 Medi \$7.61	\$491.14		General
Shawn Sweere	Perham	April Salary \$150.00 BOE meeting \$75.00 Road Review meeting \$75.00 special meeting of EMS Board \$75.00	\$375.00 less SS \$23.25 Medi \$5.44	\$346.31		General
Stanley Marotz	Perham	April Salary \$150.00 BOE meeting \$75.00 Road Review meeting \$75.00	\$300.00 less SS \$18.60 Medi \$4.35	\$277.05		General
Barb Feldt	Perham	April Salary \$150.00 special meeting of EMS Board \$75.00	\$225.00 less SS \$13.95 Medi \$3.26	\$207.79		General
PERA total	ach		(.05 of salaryx2)	\$52.50 ACH		
				\$9,131.83		

Signature / chairman

Signature / Supervisor

Signature / Supervisor

Respectfully submitted, Marie Ashland, Clerk

ROLL CALL: Stan Marotz, Shawn Sweere, Barb Felt

BUSINESS DISCUSSION:

Sign lease contract effective May 1st, 2022. There was some discussion on decision to lease

agreement/signing. Lease was signed.

Discussion on estimate provided by Edna Township for repair of 400th Avenue. Total estimate to repair – clean, crack fill with rubber seal came in at \$4329.00.

Motion: Shawn Sweere

Second: Barb Felt

Carried: yes

Review of estimates and discussion for pothole fill, crack fill, and seal coating – after review of bids, it was determined that S@N Sealcoat was the low bid. Stan Marotz motioned using S@N Sealcoating with estimates provided to Township with a deadline of August 31st to do crack fill/seal.

Second: Barb Felt

Carried: yes

Review of road repair on Fort Thunder Rd from Hwy 78 to Oasis and 450th Street from 51 to Mohr Lane. Engineer recommendation is to mill 2 inches and repave. There was discussion of maintenance while the bid process happens. Shawn Sweere made a motion to use crushed concrete to fill holes throughout summer as a temporary fix until road is redone in August.

Second: Stan Marotz

Carried: yes

Possible overpayment to Head Trauma for monthly hosting costs. Review invoices of invoices. Review and discussion of invoices and payments showed there was no overpayment and Head Trauma was paid correctly.

Overview of the special meeting of the EMS Board/Joint Powers – Shawn Sweere and Barb Felt attended meeting and shared highlights of the meeting. There was discussion and clarification on the difference of the EMS being Levy based or a taxing district. Board members and Residents discussed changes made by the Management Board and new payment structure. Barb Felt will work with neighboring townships to hold an information gathering meeting.

SLRF (State and Local Fiscal Recovery) report was submitted by Treasurer

New Business: Curt Osterfeld attended the County meeting addressing the proposed gravel tax and shared information from the meeting. Township will put a link to information on website.

CORRESPONDENCE:

Notice from Otter Tail County of district boundary updates. Notice included map of new boundary lines, comparisons from 2020 boundaries, and list of towns/township and corresponding district. This will be posted on the Perham Township website for residents reference.

Notice of Federal and State offices to be voted at the Election. This will be posted on the Township website for residents' reference.

Invitation to attend Invasive Species Research update

__2__ 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.

Notice from MN Pollution Control Agency of reissuance to Otter Tail County of solid waste permit for 10 years

ADJOURNMENT: Meeting was adjourned at 9:32 pm.

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

Meeting minutes submitted as final by Marie Ashland, Clerk