

**Perham Township Agenda
Monthly Board Meeting
November 1st, 2022**

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

PRESENT: Shawn Sweere, Barb Felt, Duane Altstadt, Marie Ashland, Jeff Stabnow, Curt Osterfeld, Dan Buchulz, Josh Pfeffer, Richard Beach

GOPHER FEET: none

MINUTES: Approve meeting minutes from October Monthly Board meeting.

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

Road Report: Aaron Jasmer has reached out to the Board with concerns of road and winter maintenance on 439th Ave. Curt Osterfeld will check the condition of the road and blade at least once prior to winter maintenance. Supervisors will make sure Sazama Road Maintenance maintains winter maintenance on the road. North Central Inc had to blade 450th Avenue 10 times during the month of October due to increased traffic with Hwy 8 closure.

Civil Engineer Report: Board Members and Jeff Stabnow, Civil Engineer discussed the bidding process and work completed of Fort Thunder Road. The project is complete. Driveway Services supplied an updated, detailed invoice for sign rental that was not included in the original bid. Motion was made by Shawn Sweere to pay invoice titled *Final Invoice Number Two* for the amount of \$8488.32. This will close the project of Fort Thunder Road.

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

A final invoice was submitted for payment by Jeff Stabnow for the Aerovilla Road project that was done in 2020. There was discussion on the invoice and hydroseeding still needing to be completed. Motion was made by Shawn Sweere to accept final payment to Jeff Stabnow as Civil Engineer on the project for \$5953.92. Perham Township will look for someone to complete hydroseeding.

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

LICENCES, PERMITS, FEES:

Building Permits: Dwayne & Susan Nelson have requested a building permit at parcel # 51000290215003 to construct a vinyl top agricultural building. Building Permit fee of \$25.00 has been collected.

Motion: Barb Felt

Second: Shawn Sweere

Carried: yes

Nathan Tobkin has requested a building permit at the SE corner of HWY 108 and Cty Hwy 125. Sketch of building is included. Application fee of \$350.00 has been received by the Clerk. Motion was made that Nathan Tobkin will need to apply for a Conditional Use Permit in conjunction to a building permit. Permit was not approved.

Motion: Shawn Sweere

Second: Barb Felt

Carried: yes

Approach Permits: Richard Beach has requested an Approach permit at the corner of HWY 34 and 400th Ave. Application fee and Approach deposit for \$100.00 and \$500.00 has been collected by the Clerk.

Motion: Barb Felt

Second: Shawn Sweere

Carried: yes

Cup Permits: Richard M Beach has requested a Conditional Use Permit to build and rent 3 storage units at the following legal location; Fraction sw 1/4# state -sw 1/4 section 7-136-39, along 400th Ave and Hwy 34. Richard has submitted the application and drawing of proposed project. Application fee has been collected.

Motion: Barb Felt

Second: Shawn Sweere

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

10/1/2022

CHECKING \$203,362.45

TOTAL CASH ON HAND

\$203,362.45

CHECKS WRITTEN

12 Checks, 8757-8768 \$15,955.45

1 ACH \$42.50

Total disbursements

\$15,997.95

DEPOSITS

Barb Feldt (Filing Fee) \$2.00

Rich Richter (Filing Fee) \$2.00

Josh and Carri Lapos \$50.00

Rick Beach \$90.00

Otter Tail County \$113,185.06

State of Minnesota \$1,613.98

UCB \$32.51

Total Checking Deposits

\$114,975.55

CHECKING CASH ON HAND

10/31/2022

CHECKING \$302,737.64

less outstanding checks:

ck 8761 Marie Ashland \$397.59

Total Cash on Hand 10/31/2022


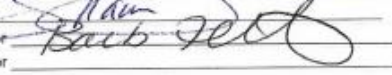
\$302,340.05

Motion: Shawn Sweere

Second: Barb Felt

Carried: yes

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

Disbursement List 11/01/2022						
Payable	Address	Invoice Details	Calculations	Amount	Fund	
Joe Wasche Trust	PO Box 194 Perham	October rent	600.00 rent 35.00 internet	\$635.00	8769	General
Arvig	PO Box 110, Perham	102222 email		\$30.00	8770	General
North Central Inc	PO Box 365 Perham	12562 blade work		\$9,074.94	8771	R&B
Forum Communications	PO Box 2020 Fargo ND 58107	MP7318409 22	special meeting post in newspaper postage, certified letter to resident regarding yard clean up CUP application notification to residents	\$12.77	8772	General
Marie Ashland	Perham	certified mail		\$52.80	8773	General
Sharon Loerzel	42453 439th Ave Perham	General Election equipment testing	\$18.00/hr for 7 hours = \$126.00 \$.56/mile for 90 miles = \$50.40	\$176.40	8774	General
Kathy Steinmetz-Flatau	40211 Aerovilla Rd Perham	General Election equipment testing	\$18.00/hr for 6.75 hours = \$121.50 \$.56/mile for 82 miles = \$45.92	\$167.42	8775	General
Duane Allstadt Jr	Perham	October salary 200.00 November meeting \$75.00	\$275.00 less SS \$17.05 MEDI \$3.99	\$253.96	8776	General
Marie Ashland	Perham	October Salary \$300.00 November meeting \$75.00	\$375.00 less PERA \$18.75 Medi \$5.44	\$350.81	8777	General
Shawn Sweere	Perham	Sept Salary \$150.00	\$150.00 less SS \$9.30 Medi \$2.16	\$138.52	8778	General
Stanley Marotz	Perham	Sept Salary \$150.01	\$150.00 less SS \$9.30 Medi \$2.19	\$138.52	8779	General
Barb Feldt	Perham	Sept Salary \$150.02	\$150.00 less SS \$9.30 Medi \$2.20	\$138.52	8780	General
Jeff Stabnow		Remaining 10% from Aerovilla and Retainage for Fort Thunder Rd and Signs		\$5,953.92	8781	R&B
Driveway Services				\$8,488.32	8782	General
PERA	ACH		(.05 of salaryx2)	\$37.50	ACH	General
total				\$25,649.40		
Signature / chairman						
Signature / Supervisor						
Signature / Supervisor						
Respectfully submitted, Marie Ashland, Clerk						

ROLL CALL: Shawn Sweere, Barb Felt

BUSINESS DISCUSSION:

Adopt newly formatted Ordinance with signing of Amendment to page numbers. Ordinance was read and signed.

Discussion of obtaining winter maintenance materials from Otter Tail County. If motion to use Otter Tail County, Resolution must be signed. Supervisors signed Resolution to use materials provided by Otter Tail County for winter road maintenance.

Review and submission of Perham Township miles to Otter Tail County for 2022. Miles reported in 2021 were 40.60 miles. After discussion it was determined that miles reported in 2021 were in error. Miles reported for 2022 will be 53.41 miles

Discussion as to whether Perham Township will use Otter Tail County in 2023 for sealcoating and traffic marking. Perham Township will not use Otter Tail County for sealcoating and traffic marking in 2023.

Discussion to hire agency to process payroll of Perham Township Board Members. This topic was tabled until the December Monthly Board meeting as Stan Marotz was not present for discussion.

Dan Bucholz approached the Board to discuss communication between Otter Tail County and Townships on the process of permit applications issued by the County. He let the Board know of a meeting coming up in November in which the County will start to look at road projects slated out to 2040. He will let the Township know the date/time of an upcoming meeting to discuss a moratorium on the sale of Hemp products in Otter Tail County.

CORRESPONDENCE:

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

Edna Township has inquired if Perham Township has ever been asked to bore under any Township roads.

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

ADJOURNMENT:

Next meeting will be December 6th at 7:00 pm at the Town Hall.

Meeting minutes prepared as final by Marie Ashland, Clerk.

