

Perham Township Minutes
November 2nd , 2021

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

PLEDGE OF ALLEGIANCE

PRESENT: Shawn Sweere, Kevin Keil, Stanley Marotz, Duane Altstadt, Marie Ashland, Curt Osterfeld, Allen Sazama, Scott Wilson, Brian Honer, Steve Sheets,

Gopher Feet: Brian Honer submitted 75 pair of gopher feet at \$3.00/pair for \$225.00.

Approve Meeting Minutes: Approve Minutes from October 5th Monthly Board Meeting

Motion: Shawn Sweere

Second: Stanley Marotz

Carried: yes

Road Report: Dumped burn barrel was cleaned up. Class 5 was put on Harvest Ave. The corner of the bus garage and Harvest Avenue was fixed. MN road by HWY 34 has been bladed. Road signs for Easy Lane and Easy St have been ordered, when they are in, they will be installed.

Work for November will include ditch mowing, blade 450th Ave N of MN Ave, blade Easy Lane and 425th, replace stop sign on Harvest Ave & Ft Thunder Rd, fill in holes at 430th & Ft Thunder, mow ditches. Tree trimming will be done at 400th St and Yellow Pine Dr.

There was discussion on how to do road blading next year – scheduled vs road inspection/keeping the integrity of the road the number 1 priority. Supervisors will discuss in the spring and make a decision.

Civil Engineer Report: Jeff Stabnow is working on the bus turn around on Aerovilla Rd. The Huebsch road is getting ready to be paved.

LICENCES, PERMITS, FEES:

Building Permits:

Douglas Janson applied for a building permit through Perham Township to construct a building within Otter Tail County Land & Resource jurisdiction. He also applied for a permit through Otter Tail County Land & Resource. The permit through OTC Land & Resource is the correct permit application. Township Clerk will return his permit fee and void his application.

Jacob Kalina - residential building, 45071 423rd St Perham, parcel # 51000240174001. Estimated value of \$65,000. Building permit fee of \$65.00 has been collected.

Motion: Kevin Keil

Second: Stan Marotz

Carried: yes

Approach Permits:

Jim Hemmelgarn Builders request for approach deposit of \$500.00 to be returned. Lot 10, Turtle Bay Addition. This item was tabled at the October Board meeting due to a plastic culvert being installed. Motion was made by Shawn Sweere to return \$500.00 deposit with stipulation that flares are put on the ends of the plastic culvert.

Second: none

Carried: no

A Supervisor will reach out to the contractor and homeowner to determine if culvert meets Township specifications.

Rod Hayden has submitted a Completion of Approach form and requested his deposit of \$500.00 be returned. 43099 Turtle Bay Circle, Perham. After inspection, it was determined that there needs dirt fill on the ends by the flares and there is no grass growing. No motion was made. Rod will be notified of needed action.

Liquor Permits: none

Agriculture Permits: none

TREASURER’S REPORT: *submitted and read by Duane Altstadt.*

PERHAM TOWNSHIP MONTHLY TREASURERS REPORT

BALANCE ON HAND LAST MEETING

10/1/2021

CHECKING \$291,576.89

TOTAL CASH ON HAND

\$291,576.89

CHECKS WRITTEN

11 checks 8583 – 8594 \$36,647.67

1 ACH \$37.50

1 check held - 8592 \$500.00

Total disbursements \$36,685.17

DEPOSITS

Joseph and Diane Sazama \$50.00

City of Perham \$75.00

JMW Const \$400.00

JMW Const \$600.00

Otter Tail County \$105,770.26

State of MN \$1,728.94

UCB \$32.77

Total Checking Deposits \$108,656.97

CHECKING CASH ON HAND

10/31/2021

CHECKING \$363,583.10

less outstanding checks:

ck 8544 \$34.41

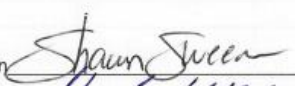
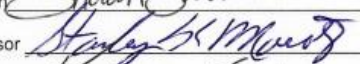
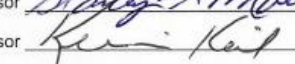
Total Cash on Hand 10/31/2021 \$363,548.69

Motion: Kevin Keil

Second: Stan Marotz

Carried: yes

READ AND PAY BILLS: Submitted by Marie Ashland, Clerk

Disbursement List 11/02/2021							
Payable	Address	Invoice	Details	Calculations	Amount	Check #	Fund
Joe Wasche Trust	PO Box 194 Perham		October rent \$675.00 monthly internet \$35.00		\$ 710.00	8595	General
Arvig	PO Box 110, Perham	10/22/21	Email		\$ 30.00	8596	General
North Central Inc	PO Box 365 Perham	10970 11036 11039 11045	culvert for Jeff Siira/dead deer blade work bus garage/Ft Thunder Harvest Ave	1003.76 3360.00 434.14 734.31	\$ 5,532.21	8597	R&B
Duane Altstadt Jr	Perham		Oct salary 200.00 Nov. meeting \$75.00	\$275.00 minus SS \$17.05 Medi \$3.99	\$ 253.96	8598	General
Marie Ashland	Perham		Oct. salary \$300.00 Nov. meeting \$75.00	\$375.00 less PERA \$18.75 Medi \$5.44	\$ 350.81	8599	General
Shawn Sweere	Perham		Oct. Salary \$150.00	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52	8600	General
Kevin Keil	Perham		Oct. Salary \$150.00	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52	8601	General
Stanley Marotz	Perham		Oct. Salary \$150.00	\$150.00 less SS \$9.30 Medi \$2.18	\$ 138.52	8602	General
Rod Hayden	43099 Turtle Bay Circle, Perham		Approach deposit returned	Deposit of \$500	tabled	tabled	General
Brian Honer			Gopher Feet		\$ 225.00	8604	
Morris Sealcoat	46253 208th St Morris, MN 56267	924952	Aerovilla road and 450th paving (.05 of salaryx2)		\$ 39,184.34 \$ 37.50	ACH	8603 R&B General
PERA	ach				\$ 46,739.38		
			Gopher Feet \$3/pr				
					\$ 46,739.38		
Signature / chairman							
Signature / Supervisor							
Signature / Supervisor							
Respectfully submitted, Marie Ashland, Clerk							

ROLL CALL: Stanley Marotz, Shawn Sweere, Kevin Keil

OLD BUSINESS:

460th Avenue Road maintenance – Barbara Gilbert contacted Perham Township on the condition of the road. She was referred to Pine Lake TWP. 2nd resident to express concerns.

Review of neighboring Township Approach Specs and discussion to move forward with Perham Township Approach Specs. There was discussion as to how to proceed and the current Ordinance was reviewed. For now, “Culverts to be provided by the Township” will be added to the Approach Permit

so it matches language in the Ordinance. Supervisors will study the Ordinance and those of neighboring Townships to determine if more specific language is needed in the Ordinance.

Sign Townline Road Agreement with Edna Township. No changes were made to this agreement -signatures were not captured when agreement was originally made. This was signed by Shawn Sweere, Township Chairperson

NEW BUSINESS:

Review of Pine Lake Road Agreement. Motion was made by Kevin Keil to accept the Pine Lake Rd agreement with updated dates.

Second: Shawn Sweere **Carried:** yes

Jacque Kimball reached out to Perham Township requesting to change his property zoning to commercial. Property address is 42608 St Hwy 108. Supervisors discussed and reviewed Twp Ordinance on re zoning. It was decided that Jacque will apply for a Conditional Use Permit. Residents within required distance from above address will be notified of the application and this will be added to the December Board meeting.

Cactus has reached out to the Perham Township asking for assistance to fix their septic and drain field. This topic was tabled as the owner of Cactus was not present for discussion.

Discussion on Stop Ahead signs. There was discussion whether to replace Stop Ahead signs that are no longer required on roads anyways for safety purposes on busier intersections in the Twp. The Board discussed having Ottertail County complete a sign survey for the Township.

ARPA funds discussion. 4% of the levy can be designated each year from the ARPA funds awarded to the Township. This breaks down to an estimate of \$11,000 per year. Supervisors will continue to look into what funds can be spent on.

Discussion and review of rental contract with Wasche Trust for Town Hall. Scot Wilson presented a new contract to the Board for review. After discussion, it was decided to make decision at the February Board meeting as the current contract is in effect until April 2022.

Discussion and review of Road Maintenance Contract for 2022. The current contract is valid through 2023 with a review of fuel pricing yearly. Supervisors and North Central will review fuel pricing in the spring.

Perham Township received a memo from Otter Tail County regarding winter maintenance material pick up information. Discussion if Perham Township will utilize. Resolution needs to be received by December 10th, 2021. Kevin Keil adopted the resolution to use the County for winter maintenance material with an estimate of how much material provided by Sazama Road Maintenance.

Motion: Shawn Sweere

Second: Stanley Marotz

Carried: yes

Perham Township received a memo from Otter Tail County regarding 2022 seal coating and traffic marking projects. Discussion on how to proceed. Resolution needs to be received by December 10th, 2021. Perham Township will not adapt resolution.

Perham Township received memo from Otter Tail County regarding seasonal supply of signs and post. Discussion on how to proceed. Resolution needs to be received by December 10th, 2021. Perham Township will not adapt resolution.

CORRESPONDENCE:

 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.

State Demographic Center on Perham Township census.

Otter Tail County 94th Historic Society Annual meeting is November 4th.

EOT Community Development newsletter

Info letter from Vollara air and surface purifier

Certificate of Liability insurance for Sazama Rd Maintenance received.

ADJOURNMENT: Shawn Sweere adjourned the meeting at 8:42pm.

Next meeting is December 7th at 7:00pm at Perham Township Hall.

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