

Perham Township Monthly Meeting Minutes  
November 5, 2019

CALL MEETING TO ORDER AT: 7:00 PM

PLEDGE OF ALLEGIANCE

PRESENT: Shawn Sweere, Jane Hofland, Judy Haverland, Kelvin Rudolph, Kevin Karsnia

GOPHER FEET: None

- MINUTES OF October 1, 2019 meeting POSTED PUBLICLY by Jane Hofland, Clerk.
  - Motion: Karsnia to approve with changes: remove Matthew Pettow approach permit request and add “holding Steinmetz check until November meeting”. Treasurer short paid Asphalt Preservation by .01. Disbursement total changes to: \$90,415.46
  - Second: Rudolph. Carried

LICENSES, PERMITS, AND FEES:

- Building Permits
  - Greenhouse – Blaine Tate. Permit required? Personal use not Ag. 5- acre site. Fee waived.
- Approach Permits
  - Kathy Steinmetz – Aerovilla; application and check received for \$600.00. Request to alter driveway. Motion to give permission to widen the driveway to the North to double by removing shrubbery in ROW; retaining wall to the South remains. MOTION: Karsnia; Discussion. Tree can be trimmed should it grow and become a complication. Tree can be removed at the discretion of contractor if needed for safety purposes. Second: Rudolph. Carried.
- Liquor Permits
- Agriculture Permits

TREASURER’S REPORT read by Judy Haverland. MOTION: Rudolph SECOND: Karsnia  
CARRIED

**PERHAM TOWNSHIP MONTHLY TREASURERS REPORT**

**BALANCE ON HAND LAST MEETING**

October 1, 2019  
CHECKING ..... \$225,523.50

**TOTAL CASH ON HAND** ..... **\$225,523.50**

**CHECKS WRITTEN**

16 checks 8215 – 8229 \$90,377.96  
Voided ck 8217  
1 ACH \$37.50  
Total disbursements ..... \$90,415.46

**DEPOSITS**

OT Co Auditor- Oct Settlement and Special Assessments \$99,457.40  
St of MN- 1<sup>st</sup> half MN Ag Credit \$1,763.03  
UCB interest ..... \$21.43  
Total Checking Deposits ..... \$101,241.86

**TOTAL CASH ON HAND**

November 1, 2019  
CHECKING ..... \$236,849.90  
Less: Outstanding check 8225 ..... -\$500.00

**TOTAL CASH ON HAND** ..... **\$236,349.90**

OLD BUSINESS: NONE

NEW BUSINESS:

- Ottertail County Planning Commission CUP hearing for K & F Farms LLC (Edina MN) w/Stony Hills Properties, LLC. November 13<sup>th</sup> 2019 at 6:30 PM. Commissioner’s Room, Government Center, 500 West Fir Ave, Fergus Falls, MN 56537. Development off <sup>th</sup> Ave near Huebsch development. Discussion. No motion as project resides outside Perham Township.
- Kathy Steinmetz, deputy clerk. Welcome. Oath taken.
- Loretta Sazama – Subpoena in a Civil Case; Jane Hofland to be witness November 12<sup>th</sup>.
  
- **ROAD REPORT:**
  - 450<sup>th</sup> Ave. Sign is ordered. Arrow sign is still standing. Road sign down.
  - 405<sup>th</sup> Street Gabriel Crow 320-220-1581 reported concerns. Currently stable. Come Spring runoff it may become unstable. Recommends closing 65% of the road should it become unstable.
  - Theodorson development scheduled for black dirt will wait for Spring to complete
  - Yellow Pine Drive too hard and shaded to grade. Also, too many leaves to grade before freeze.
  - 435<sup>th</sup> Diane Tieg, 218-841-4346 reported concerns. Same situation as 405th. Took skid steer and drained puddles. High priority for 2020.
- Retainer with North Central for 4 years with review of pricing annually. To be written and signed.

CORRESPONDENCE:

- O.T. Planning Commission – CUP hearing for K & F Farms LLC; November 13<sup>th</sup> at 6:30 pm Fergus Falls.

- US Census - New Building permit report request.
- MAT – Resolution Designating Annual Polling Place
- O.T. County – Winter Maintenance Resolution; purchase materials. Eric Ruther provides materials. Scan and email to Eric.
- O.T. Property Tax Levy – breakdown of Levy required.

READ AND PAY BILLS: See Distribution spreadsheet.

Perham Township		Disbursements		Check			
Check Dated		11/5/19					
Payable to	Address	Invoice #	For	Calculations	Amount	Check #	Fund
Gopher Feet							Gen
PACC	Perham	11/1/19	Oct. Mtg		\$ 30.00		Gen
				\$200 Oct deduct salary; \$75.00	17.05 SS,		
Judy Haverland	Perham		Nov mtg	\$3.99 medi	\$ 253.96		Gen
				\$300 Oct deduct salary; \$75.00	18.75 PERA,		
Jane Hofland	Perham		Nov mtg	5.44 medi	\$ 350.81		Gen
				deduct 9.30			
Shawn Sweere	Perham		\$150 Oct salary	SS, 2.18 medi	\$ 138.52		Gen
				deduct 9.30			
Kelly Karsnia	Perham		\$150 Oct salary	SS, 2.18 medi	\$ 138.52		Gen
				deduct			
				Salary; \$75	13.95 SS,		
Kelvin Rudolph	Perham		EOT mtg	3.27 medi	\$ 207.78		Gen
Kelvin Rudolph	Perham		Mileage	46 * .58	\$ 26.68		Gen
				Blading township roads; class V;			
North Central	Perham	8000	Labor		\$ 14,194.08		R & B
PERA			18.75 * 2		\$ 37.50	ACH	Gen
Arvig Telecommunications	150 2nd St, Perham, MN 56573	9/22/19	Web Design & G-suite		\$ 75.00		Gen
<b>Total Disbursements</b>					\$ 15,452.85		
Signature/Chairman				_____			
Signature/Supervisor				_____			
Signature/Supervisor				_____			
Submitted Respectfully, Jane Hofland, Clerk							

Roll Call: Sweere, Karsnia, Rudolph

NEXT REGULAR MEETING: December 3<sup>rd</sup>, 2019. 7:00 pm. At PACC.

ADJOURNMENT: 8:30 pm

Respectfully submitted,

Jane Hofland

Perham Township Clerk