

Perham Township Minutes
May 5th, 2020

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

Due to COVID19/PACC closure, meeting will be held at 120 2nd St SE, Perham.

PLEDGE OF ALLEGIANCE

PRESENT: Shawn Sweere, Judy Haverland, Kelly Karsnia, Kelvin Rudolph, Marie Ashland, Jeff Stabnow, Paul Sonnenberg, Brenda Minge, Jade Berube, Brian Sazama, Curt Osterfeld, John Smith

GOPHER FEET: none

MINUTES: March 24, 2020, POSTED PUBLICLY as final.

Motion: Kelly Karsnia **Second:** Kelvin Rudolph **Carried** Yes

Approve Meeting Minutes April 7th, 2020. DRAFT posted publicly.

Motion: Shawn Sweere **Second:** Kelly Karsnia **Carried** Yes

Approve Board of Equalization Minutes April 16th, 2020. DRAFT posted publicly.

Motion: Shawn Sweere **Second:** Kelvin Rudolph **Carried** Yes

LICENCES, PERMITS, FEES:

Building Permits:

Ryan Schmitz -Minnesota St- NW Qtr of sect 30 township 136 N, range 39 w, building size -26'x40' home, approx. value, \$122,000 Permit fee of \$122.00 collected

Motion: Kelly Karsnia **Second:** Kelvin Rudolph **Carried** Yes

Duane Hendricks - 452nd Avenue/ parcel ID # R51000120107054, building size - 40'x60' shed, approx. value \$60,000, Permit fee of \$60.00 collected

Motion: Kelvin Rudolph **Second:** Kelly Karsnia **Carried** Yes

Brian Labs - 428th St Lot 21, building size 24'x42' home, approx. value \$150,000, Permit fee collected.

Motion: Kelvin Rudolph **Second:** Kelly Karsnia **Carried** Yes

Steven Beltz & Julene Flath - Lot 19 & 20 413 Ave, building size - 24'x44' storage shed, approx. value \$20,000

Motion: Shawn Sweere **Second:** Kelvin Rudolph **Carried** Yes

Kyle Trout – Parcel # 51000120107049, building size 30'x40' storage building approx. value \$40,00 Permit fee of \$40.00 collected. Clerk will notify of additional \$10.00 due.

Motion: Kelly Karsnia **Second:** Shawn Sweere **Carried** Yes

Approach Permits:

Fran and Kim Snelgrove- Re-evaluation of Approach Permit needed. \$100. Permit fee and \$500.00 deposit collected. Discussion on roads not maintained by Township therefore Township cannot accept checks. Motion made to return checks to Francis Snelgrove.

Motion: Kelly Karsnia **Second:** Kelvin Rudolph **Carried** Yes

Ryan Schmitz - Minnesota St -NW Qtr of sect 30 township 136 N, range 39 w, \$100.00 Permit fee and \$500.00 deposit collected

Motion: Kelly Karsnia **Second:** Kelvin Rudolph **Carried** Yes

Brian Labs - 428th St Lot 21, \$100.00 Permit fee and \$500.00 deposit collected

Motion: Kelvin Rudolph **Second:** Kelly Karsnia **Carried** Yes

Steven Beltz - Lot 20 413 Ave Fort Thunder Estates

Motion: Kelvin Rudolph **Second:** Kelly Karsnia **Carried** Yes

Liquor Permits: Cactus Gardens. Paid Permit fee of \$250.00
Silvermoon. Paid Permit fee of \$250.00.

Agriculture Permits: None

TREASURER'S REPORT: Read by Judy Haverland.

PERHAM TOWNSHIP MONTHLY TREASURERS REPORT

BALANCE ON HAND LAST MEETING

April 1, 2020

CHECKING	\$239,307.07
Less: outstanding ck #8291	-\$146.80

TOTAL CASH ON HAND

\$239,160.27

CHECKS WRITTEN

20 checks #8293 – 8312	\$7,807.51
1 ACH	\$27.50

Total disbursements	\$7,835.01
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DEPOSITS

Bldg permits: Snelgrove, B. Guck, J. Jackson,
M.King, L Omberg. \$1,038.00

Approach Permit/deposit- B.Guck \$600.00

Ottertail Co- Delinquent March Settlement \$948.51

UCB interest \$19.43

Total Checking Deposits	\$2,605.94
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TOTAL CASH ON HAND

May 1, 2020

CHECKING	\$233,931.20
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TOTAL CASH ON HAND 5/1/2020

\$233,931.20

Motion: Kelvin Rudolph

Second: Shawn Sweere

Carried

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

Disbursement List
4/20

Payable	Address	Invoice	For	Calculations	Amount	Check#	Fund
Joe Wasche	120th 2nd Ave, Perham	Inv 1	April & May meeting room	\$50/meeting	\$100.00	8313	General
*follow Arrog upon	PO Box 110, Perham	4/22/20	Web & Email GSuite	look into tax increase	\$85.21	8314	General
Photo Magic	102 W Main, Perham	3/31/20	Copies 2/29/20		\$13.50	8315	General
North Central	PO Box 365, Perham	8301	(2) Signs & installation		\$460.63	8316	R&B
North Central	PO Box 365, Perham	8390	April blading	57.5 hrs @ \$105.00/hr	\$6,037.50		R&B
J.K. Stabnow, PE	40186 N Clitherall Lk Rd, Clitherall MN, 56524		Jan - April 2020 - Engineering service 35% each - Aerovilla Paving Project - Fort Thunder Rd (1/2 mi East of Cactus) Paving Project	Aerovilla \$5953.92 Ft Thunder Rd \$2203.59	\$8,157.51	8317	R&B
Kathy Steinmetz	Perham		Reimbursement for Clerk training	2(8) online training @ \$25/ea	50.00 \$75.00	8326	General
kelvin Rudolph	Perham		Road inspection mileage	April traveled 30 miles @ .575/mile	\$17.25	8319	General R&B
Marie Ashland	Perham		Reimbursement for Clerk training	(3) online training @ \$25/ea	\$75.00	8320	General
Judy Haverland	Perham		April Salary \$200 May mtg \$75.00	\$275, less SS 17.05, less Medi 3.99	\$253.96	8321	General
Marie Ashland	Perham		April Salary \$300, May Mtg \$75, April Board of Equalization mtg \$75	\$450.00 Less: Pera 22.50 Medi \$6.53	\$420.97	8322	General
Shawn Sweere	Perham		April Salary \$150 April Board of Equalization mtg \$75	\$225.00 Less: SS 13.95 Medi 3.26	\$207.79	8323	General
Kelly Karsnia	Perham		April Salary \$150	\$150.00 Less: SS 9.30, Medi 2.18	\$138.52	8324	General
kelvin Jolph	Perham		April Salary \$150 April Board of Equalization mtg \$75	\$225.00 Less: SS 13.95 Medi 3.26	\$207.79	8325	General

PERA

Marie & Employer
contribution
Gopher Feet \$3/pr

\$45.00 ACH General

\$16,295.63 16,270.63

Signature / chairman _____
 Signature / chairman _____
 Signature / chairman _____
 motion - Kelly
 Respectfully submitted, Marie Ashland, Clerk
 Kelvin Rudolph

Motion: Kelly Karsnia

Second: Kelvin Rudolph

Carried Yes

OLD BUSINESS:

Paving option on 450th or also known as 11 Ave NE.

Motion was made by Kelly Karsnia to move forward with City of Perham on paving pending any changes.

Second: Kelvin Rudolph **Carried**

Payment received from Matt King for building permit in amount of \$50.00. Permit issued 4/7/2020

Payment received from Tim Jackson for building permit in amount of \$178.00. Permit issued 4/7/2020

NEW BUSINESS:

Vote on Proposals received for Fort Thunder Road 2020 Paving project.

Motion made to accept proposed bid by Howard's Driveway for \$71,041.55 by Shawn Sweere.

Motion failed

Vote on Proposals received for Aerovilla Road 2020 Paving project.

Motion made to accept proposed bid by Howard's Driveway for \$174,175.00 by Kelvin Rudolph.

Second: Shawn Sweere **Carried** yes

Upon further review of Bid, more discussion of Board to determine how to proceed as parts of project were not included in Bid.

Discussion: Culvert control/oversight on Additions not yet controlled by Perham Township. Developments will need to follow Township requirements and pay for culverts.

Discussion: State and Township laws on signs. Real estate signs. Junk yard rules. State laws were reviewed regarding business signs, Real estate signs, junk yard signs, signs attached to posts and State signs. When signs are found that violate State law, they can legally be taken down and left for owner to pick up.

Have the Clerk obtain Notary to be used for Township business. Estimated costs include; \$120.00 fee to process application for appointment, \$20.00 fee to register notary's commission, \$20.00 notary stamp, \$15.00 notary journal.

Motion: Kelly Karsnia

Second: Kelvin Rudolph

Carried yes

Road Report:

Supervisors will discuss at June meeting.

Motion: Kelly Karsnia

Second: Kelvin Rudolph

Carried yes

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

Motion: Kelvin Rudolph

Second: Shawn Sweere

Carried yes

CORRESPONDENCE:

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

MAT updates on township meetings under Stay at Home Order

MAT, Jon Mocol looking at training reimbursement

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

Erwin Rud, U.S. Census taker

Road Groom Manufacturing- business information for contracting.

Thank you's from: Perham Center for the Arts, Perham Area Public Library, Bridge Community Pantry

Inquiry on accessing Scholarship

2 Inquiries to Ottertail Cty on gopher feet claim, 2019

ROLL CALL:

ADJOURNMENT: Kelvin Rudolph adjourned the meeting at 9:21. Kelly Karsnia second the motion.

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