

**Perham Township Agenda  
September 1, 2020**

**CALL MEETING TO ORDER:** Shawn Sweere at 7:02pm

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

**PLEDGE OF ALLEGIANCE**

**PRESENT:** Shawn Sweere, Judy Haverland, Kelvin Rudolph, Marie Ashland, Daniel Loerzel, Stewart Hofland, Nick Murdock, Jade Berube, Jeff Stabnow, Curt Osterfelt

**Road Report:** Curt Osterfelt will follow up on installation of Cautionary signs on 429<sup>th</sup> Avenue that were approved at August meeting. Stop signs have been installed by Ottertail County at both ends of 453<sup>rd</sup> St in Pines Crossing. Bushes will be trimmed back at NE corner of new County hwy 8.

**GOPHER FEET:** Daniel Loerzel was paid for 171 pair of gopher feet at \$3.00/pair totaling \$513.00.

**Approve Meeting Minutes:** August 4th, 2020 meeting minutes. DRAFT posted publicly.

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

**LICENCES, PERMITS, FEES:**

**Building Permits:**

Nick & Katie Murdock-45766 453<sup>rd</sup> St/parcel 51000010001021-73'5"x52' home, approximate value \$350,000. Shed, approximate value \$10,000. Permit fees of \$360.00 collected.

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

**Approach Permits:**

Nick & Katie Murdock-45766 453<sup>rd</sup> St/parcel 51000010001021- Permit fee of \$100.00 and deposit fee of \$500.00 collected.

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

Request made by Francis Snelgrove for Approach deposit to be refunded. Mr. Snelgrove is under assumption Perham Township is to pay for flares in amount of \$234.38. Discussion of conversations with Mr. Snelgrove were discussed with Board members. Motion made by Shawn Sweere to deduct cost of flares from deposit per phone conversation between himself and Mr. Snelgrove.

**Second:** Kelvin Rudolph      **Carried** yes

**Liquor Permits:** none

**Agriculture Permits:** none

**TREASURER'S REPORT:** Read by Judy Haverland.

**PERHAM TOWNSHIP MONTHLY TREASURERS REPORT**

**BALANCE ON HAND LAST MEETING**

August 1, 2020

CHECKING ..... \$298,437.46

**TOTAL CASH ON HAND** **\$297,437.46**

**CHECKS WRITTEN**

13 checks 8359 – 8371 \$16,451.94

1 ACH \$37.50

Total disbursements ..... \$16,489.44

**DEPOSITS**

Bldg permits: Shepersky , Tverberg \$100.00

Approach Fee/ Deposit- Snelgrove \$600.00

Otter Tail County Auditor - 3.2 liquor license ,  
Public Land Settle \$10.30

Election Filing Fee (\$2 ea) - Sweere, Marotz,  
Altstadt \$6.00

UCB interest \$49.16

Total Checking Deposits ..... \$765.46

**TOTAL CASH ON HAND**

September 1, 2020

CHECKING ..... \$282,713.78

Less outstanding check:

8346 -\$500.00

8365 -\$500.00

**TOTAL CASH ON HAND 9/1/2020** **\$281,713.48**

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

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

Disbursement List 9/1/2020							
Payable	Address	Invoice	For	Calculations	Amount	Check#	Fund
Joe Wasche	120th 2nd Ave, Perham		September meeting room		\$50.00	8383	General
Arvig	PO Box 110, Perham	8/22/20	Web & Email GSuite		\$75.94	8384	General
North Central	Perham	9202	blade work		\$6,930.00		R&B
Kathy Steinmetz	Perham	7/13/2020	Head Judge training/web based		\$25.00	8385	General
Marie Ashland	Perham	6797122	Notary reimbursement	motion to reimburse \$175.00 at May 2020 Board meeting	\$175.00	8386	General
Judy Haverland	Perham		August Salary \$200 Sept mtg \$75.00	\$275.00 less: SS \$17.05 Medi \$3.99	\$253.96	8387	General
Marie Ashland	Perham		August Salary \$300, Sept Mtg \$75	\$375.00 Less: Pera \$18.75 Medi \$5.44	\$350.81	8388	General
Shawn Sweere	Perham		August Salary \$150	\$150.00 Less: SS \$9.30 Medi \$2.18	\$138.52	8389	General
Kelly Karsnia	Perham		August Salary \$150	\$150.00 Less: SS \$9.30, Medi \$2.18	\$138.52	8390	General
Kelvin Rudolph	Perham		August Salary \$150	\$150.00 Less: SS \$9.30, Medi \$2.18	\$138.52	8391	General
PERA			Marie & Employer contribution	(.05x pay)x2	\$37.50	ACH	General
<i>Dan Loerzel</i> <i>from snelfone</i>				<i>7/1 pr</i> <i>approach refund</i>	<i>513.00</i> <i>265.00</i>	<i>8393</i> <i>8394</i>	<i>gen</i> <i>general</i>

\$8,313.77  
9092-39

Signature / chairman *Shawn Sweere*

Signature / chairman \_\_\_\_\_

Signature / chairman *Kelvin Rudolph*

Respectfully submitted, Marie Ashland, Clerk

**Disbursement List-Primary Election**  
 Perham Township, Precinct 0365, Otter Tail County, MN  
 August 11, 2020

Check Dated:  
 Head Judge: \$16.00/hur  
 Election Judge: \$14.00/hour

Payable to	Address	Invoice	For	Calculations	Amount:	Check #	Fund
Sharon Loerzel	42453 439th Ave		Primary election	see detail disbursement	\$389.80	8381	General/election
Teresa Ingebrant	42758 Fort Thunder Rd		Primary election	see detail disbursement	\$140	8372	General/election
Mary Dertinger	42180 Harvest Ave		Primary election	see detail disbursement	\$98.00	8373	General/election
Sue Loerzel	43929 MN St		Primary election	see detail disbursement	\$140.00	8374	General/election
Karen Hammers			Primary election	see detail disbursement	\$147.00	8375	General/election
Andrea Hirschey	42297 439th Ave		Primary election	see detail disbursement	\$147.00	8376	General/election
Joyce Lachowitz	40285 450 Ave		Primary election	see detail disbursement	\$147.00	8377	General/election
Kathy Steinmetz	40211 Aerovilla Rd		Primary election	see detail disbursement	\$154.00	8378	General/election
Marie Ashland	Perham		Primary election	see detail disbursement	\$41.80	8379	General/election
PACC	620 3rd Ave SE	09/01/20234628	Primary election voting	rental fee is split with Pine Lake Twp	\$209.00	8380	General/election
Sharon Loerzel	42453 439th Ave		Primary election voting/COVID	face shields plexi sheet	\$80.52	8382	General/election

Total - \$1,694.12

Signature/Chairman *Shawn Sweere*

Signature/Supervisor *Kelvin Rudolph*

Signature/Supervisor \_\_\_\_\_

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

**OLD BUSINESS:**

Stewart Hofland addressed the Board on taking over the Turtle Bay Circle road. Mr. Hofland presented that the road was built to the Township specifications at the time. There are 33 lots; currently 9 landowners and 4 homes in various stages of completion. It was previously perceived by the Board that Mr. Hofland was requesting all of Turtle Bay Development to be taken over by the Board, whereas Mr. Hofland is only requesting Turtle Bay Circle Rd. Discussion on shared maintenance between Mr. Hofland and the Board for three years; Mr. Hofland will maintain the road in the “summer months” and the Township will maintain in the “winter” months. A motion was made by Kelvin Rudolph for Board Members to inspect the road prior to October meeting for further discussion and vote at November 3<sup>rd</sup>, 8:15 pm meeting.

**Second:** Shawn Sweere **Carried yes**

Jeff Stabnow, Civil Engineer, presented an update on Aerovilla Rd re-paving project. The First 2” lift/layer of paving has been completed. There is 22 feet wide pavement extended through previously paved cul-de-sac. Private driveways and connection of existing driveways will be commenced next week. The final 1-1/2” lift should be completed next week. School bus back-in turnaround will be established in Richard Gill’s driveway with easement. Mailboxes still need to be put installed. Mr. Stabnow confirmed the cost came in at contract. The clerk will mail Aerovilla Rd residents their total assessment cost.

Jade Berube, Civil Engineer, presented an update on the shared 450<sup>th</sup> Avenue road project. Currently, the road is behind progress due to waiting for Burlington Northern. Bongard’s requested a bid to replace the Force Main at 3<sup>rd</sup> St and 450<sup>th</sup> Avenue to eliminate the need to tear up the road at a later date. The intersection will be temporarily shut during the process. The fire hydrant that was placed on the Perham Township side of the road was questioned. Mr. Berube explained that dead end lines require a hydrant for flushing. It was decided to put the hydrant on the Perham Township side because it is gravel and if there ever is a need for repair or if the road was to be taken over by the City of Perham and needed water, the City would not have to tear up the tar. Mr. Berube apologized for not discussing this with the Board prior. The Agreement for the Road Project between the City of Perham and Perham Township was reviewed by the Supervisors and Mr. Berube. Shawn Sweere made the motion to accept the City of Perham Agreement with the exception of removing #3 from the agreement and future agreements as well as a 2% interest rate instead of 2.5%.

**Second:** Kelvin Rudolph **Carried yes**

The Board and residents present at the meeting discussed the preliminary estimates to rebuild 410<sup>th</sup>/Marion Rd, 450<sup>th</sup> St, and 450<sup>th</sup> Ave from Mosquito Heights to Cty Rd 8 with the intent of applying for an LRIP grant to fund a large portion of the project. After discussion, Shawn Sweere motioned to apply for an LRIP grant and submit 450<sup>th</sup> St and 450<sup>th</sup> Ave projects with the Civil Engineer’s estimates.

**Second:** Kelvin Rudolph **Carried yes**

**NEW BUSINESS:**

Discussion on the restoration of John Wokash’s approach due to Howard’s Driveway using it as a turn-around during Aerovilla Rd project. Jeff Stabnow, Civil Engineer, stated this has been taken care of already.

**CORRESPONDENCE:**

Bob Starzl donated his time and lumber to construct a plexi glass shield for the Election Judges to use at the Primary Election.

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

Minnesota Association of Townships electronic newsletter

Invitation from Perham Fire & Rescue for their yearly budget review; September 2<sup>nd</sup> at 5:00pm

Invitation from Perham EMS for their semi annual meeting; September 21, 2020 at 6:00pm.

**ROLL CALL:** Kelvin Rudolph, Shawn Sweere

**ADJOURNMENT:** 8:17pm

The next meeting will be held October 6<sup>th</sup>, 2020 at 7:00pm at 120 2nd St SE.

The November meeting will be held November 3<sup>rd</sup>, 2020 at 8:15pm at 120 2nd St SE.

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