

Watab Town Board Meeting Minutes of April 5, 2016

The regular meeting of the Watab Town Board was called to order at 7:00 p.m. on Tuesday, April 5, 2016 by Chairman Ed Kacures Jr. All board members were present: Supervisors Craig Gondeck and Lloyd Erdmann; Treasurer Eileen Saldana; Clerk Pat Spence; and Chair Ed Kacures. Audience members were Bob Raveling, Jim Hoihjelle, Jason Krueger, Anna Saldana, Tina Diedrich-Von Eschen, and Erik Skogquist. Following the Pledge to the Flag, Approval of the Agenda was approved with the addition of Jim Hoihjelle's Request for the Liquor License Renewal at Rumors Bar and Grill, Inc. through a motion by Supervisor Gondeck, second by Supervisor Erdmann, and passed. Motion was made by Supervisor Erdmann, second by Supervisor Gondeck and passed to give consent to Benton County for Jim Hoihjelle's Liquor License Renewal for on sale, off sale, and Sunday sale. The Chair and Clerk were authorized to sign the resolution of consent.

Reorganizational Meeting:

- A. Motion was made by Supervisor Gondeck, second by Supervisor Erdmann to elect Ed Kacures Jr. as Chair of the Board; motion passed. Motion was made by Supervisor Erdmann, second by Supervisor Kacures and passed to elect Craig Gondeck as Vice-Chair.
- B. Motion was made by Supervisor Gondeck, second by Supervisor Erdmann and passed to adopt Resolution 2016-4: A Schedule of the Board's Regular Meetings.
- C. Motion was made by Supervisor Gondeck, second by Supervisor Erdmann to designate the Sauk Rapids Herald as the legal newspaper for the township; motion passed.
- D. Motion was made by Supervisor Gondeck, second by Supervisor Erdmann and passed to adopt Resolution 2016-5: Board Compensation Policy. This keeps the compensation at former rates.
- E. Motion was made by Supervisor Gondeck, second by Supervisor Erdmann and passed to adopt Resolution 2016-6: Designating Board Members to Fill Duties.
- F. Motion was made by Supervisor Gondeck, second by Supervisor Erdmann, and passed to adopt Resolution 2016-7: Setting Fees for Services with a change to set a 15% surcharge on future catering at the hall. This is for reservations that are not already on the books. The purpose of the surcharge fee is to cover the cost of garbage removal, since most catering is done for events that are hosted by non-profits that do not pay a rental fee.
- G. Motion was made by Supervisor Erdmann, second by Supervisor Gondeck, and passed to designate Falcon National Bank and Bremer Bank as the official town depositories of funds.
- H. Motion was made by Supervisor Gondeck, second by Supervisor Erdmann and passed to designate the Township Posting Places as the town hall door, Channel 3, email list, website, and Pine Edge.
- I. The board reviewed the Conflict of Interest Policy.
- J. The board reviewed the Administrative Policy; there were no changes.
- K. The board confirmed the existence of the township Ordinance and Resolution Manuals.

- L. Clerk Spence showed the Supervisors the proof of submission of the annual financial report to the State Auditor. It was submitted in February.
- M. Finally, each board member signed the official Minnesota Association of Townships Board List as requested.

Motion was made by Supervisor Gondeck, second by Supervisor Erdmann, and passed to approve the minutes of the March 1, March 8, and March 15 meetings of the board. Motion was made by Supervisor Gondeck, second by Supervisor Kacures and passed to accept the Treasurer’s Report with a total current balance of \$428734.04 in both bank accounts. The board completed the quarterly review of the budget and accepted the revisions to the Road and Bridge budget based on decisions made by the Electors at the Annual Meeting.

Citizen’s Issues: Jason Krueger announced that on April 11 Benton Cablevision has their annual meeting.

Motion was made by Supervisor Gondeck, second by Supervisor Erdmann and passed to approve the payment of claims #6011 through 6035 and electronic transfers for IRS, MN Department of Revenue, and PERA and to withdraw the funds from the appropriate accounts; total amount was \$25,394.44.

Old Business

- A. Assessor’s Contract: Clerk Spence summarized the proposals that were received from the following: Erik Skogquist of Anoka; Stephen Behrenbrinker, Sauk Rapids; Steve Chmielewski of Foley; Daryl Moeller of North Branch; Brian Koester, Benton County Assessor; and Tina Diedrich-Von Eschen of Sauk Rapids. Motion was made by Supervisor Erdmann, second by Supervisor Kacures and passed with Supervisor Gondeck abstaining to have the Clerk interview Erik Skogquist, Steve Chmielewski, Daryl Moeller and Tina Diedrich-Von Eschen and request that they consider a five-year contract with the township if selected. Steve Chmielewski is Supervisor Gondeck’s son-in-law.
- B. Two quotes were submitted by the 7:00 p.m. deadline for the 2016 Bituminous Projects; they were submitted by Caldwell Asphalt Co., Inc. of Hawick and ASTECH Corporation of St. Cloud. The projects chip sealing and fog sealing 5th Avenue NE between Benton County Highways 4 and 33, River View Loop, and the town hall parking lot. The board chair opened the quotes. They were as follows:

Company	Fifth Avenue	River View Loop	Parking Lot	All Three
Caldwell	\$33,868.00	\$15,390.00	\$34,765.00	\$79,647.00
ASTECH	\$27,733.33	\$5,344.44	\$3,662.22	\$36,740.00

Motion was made by Supervisor Erdmann, second by Supervisor Gondeck, and passed to accept the Quote from ASTECH based on the having the lower quote amount. Clerk Spence was requested to mail them the Contract and Notice to Proceed for all three projects. Supervisor Gondeck is to have River View Loop crack filled prior to the chip

sealing. Supervisor Erdmann made a motion to allocate an additional \$2,500 to crack filling due to the lower than budgeted amount now needed for the chip seal and fog seal of the above-mentioned projects. Motion was seconded by Supervisor Kacures, and passed.

- C. Cable Franchise agreement has been signed by Cheryl Scapanski and the summary of the ordinance has been published in the Sauk Rapids Herald. It will be recorded with the County Recorder and placed at the Benton County Law Library.
- D. A new two-year contract has been signed with the City of Sauk Rapids and is effective in April. Supervisor Gondeck reported that he will stabilize the hydrant at the DNR landing and paint the white PVC pipe red.
- E. The agreed upon monthly report from Scott Jarnot for Lake Andrew Development was received. There were no sales of lots during the past month, and he submitted his pumping records in compliance with the agreement.
- F. Supervisor Gondeck updated the board on the hazardous waste placed in a dump pile on private property on Plaziak Road. The Benton County Department of Development is working with the County Attorney's Office. There is also a new pile on the road right of way containing sheet rock and tile. Supervisor Gondeck will get that removed.
- G. Supervisor Gondeck reported that Benton County has taken care of the garbage complaint on West Lake Road private property. The swimming pool of garbage is removed; the board thanks the staff for taking care of this eyesore.
- H. The board discussed follow up action for the storm water runoff issue into the Harris Channel. Supervisor Gondeck said that he learned at the recent Minnesota Erosion Control training conference that the runoff is illicit discharge and that the township's current stormwater prevention ordinance governs all issues; nothing previously approved by outside agencies is "grandfathered" in. Supervisor Erdmann agreed to speak with Jeff Hanson about keeping all stormwater out of the township road ditch on 85th Street. Clerk Spence agreed to contact the MS4 representative for MNDOT in Brainerd regarding the four-wheeling in the ditch of Highway 10 that is causing sand to wash into the channel through the creek. Clerk Spence was asked to write a letter to the owners of Oak Hill Estates that Supervisor Erdmann will provide them in addition to a copy of the Ordinance.
- I. Motion was made by Supervisor Gondeck, second by Supervisor Erdmann and passed to authorize the Chair to sign a new two-year contract with Wayne Cymbaluk of WC Environmental Services. Terms of the contract are the same as in the past.

New Business:

- A. Road Report: The board was given a written report of the Annual Road Tour of each township road with recommended action items. Motion was made by Supervisor Gondeck, second by Supervisor Erdmann and passed to prepare a contract for Saldana Excavating and Aggregates to repair potholes. Supervisor Gondeck will continue to work on eradication of pocket gophers along the township roads. Supervisor Erdmann said that crushed asphalt needs to be applied to 105th Street NE to stabilize it for through traffic; currently it is no passable. Motion was made by Supervisor Gondeck, second by Supervisor Kacures and passed with Supervisor Erdmann abstaining to offer a contract

to Brian Erdmann to apply approximately 200 tons of crushed asphalt and grade 105th Street NE for a cost not to exceed \$2,000. This project needs to be done as soon as possible.

- B. Motion was made by Supervisor Gondeck to set the annual public hearing for the township's MS4 permit for 7:00 on the first Tuesday in May; motion was seconded by Supervisor Kacures and passed.
- C. Supervisor Gondeck made a motion to authorize a donation of \$2,500 to Benton County to be a founding member of the new economic development authority; motion was seconded by Supervisor Kacures and passed unanimously. There was discussion on the continued financial participation of townships; Clerk Spence was asked to find out if Morrison County requests donations from townships for its economic development organization. Motion was made by Supervisor Gondeck to authorize \$500 for the Benton County Agricultural Society, second by Supervisor Kacures and motion passed. Motion was made by Supervisor Gondeck to authorize \$2,000 for the City of Rice for the Rice Recreation budget; motion was seconded by Supervisor Erdmann and passed.
- D. Casey Gwost of Benton County Soil and Water Conservation District sent a letter about doing stream monitoring at the Sucker Creek Bridge of the creek; the board is in favor of the project.
- E. The Board of Appeal and Equalization for Watab Township will be held on Thursday, April 14th at 2:30pm.
- F. The Minnesota Association of Township's Legal Short Course in Burnsville was authorized to be attended by Supervisor Gondeck and Clerk Spence through a motion by Supervisor Kacures, second by Supervisor Erdmann, and passed.
- G. The township has opened a new Account at TriMark Strategic Equipment for the purchase of supplies for the town hall as needed. Clerk Spence requested that the meeting room floor be stripped and waxed as in the past. Motion was made by Supervisor Gondeck, second by Supervisor Kacures, and passed to hire Bill Rauch and Keith Kirchner to do it for \$300; Supervisor Gondeck will contact them.
- H. Benton County Zoning Permits: copies were given to the board of recently issued permits.
- I. Supervisor Gondeck and Clerk Spence gave reports on what they had learned at the Minnesota Association of Townships Short Course in March. Further information is needed on town road easements since attorneys from MAT have given conflicting opinions.
- J. Board Member's Reports: Supervisor Gondeck attended the Greater MN Development Board meeting. He reported that he met with a future resident of Watab who is moving here from Forest Lake; the person gave very positive feedback on the township newsletter. Two sturdy, redwood picnic tables have been donated by Moose Lake Prison. Supervisor Gondeck is to let Clerk Spence know a contact person to send a thank you letter. Also, Supervisor Gondeck reported that he rode with an area resident yesterday to the Capitol and spoke with Representative Newberger about the transportation bill. Representative Newberger says that the bill addressing the township interchanges will be one of over 800 considered. The board also discussed the need to get a quote to complete the asphalt on Johnson Road and to get seeding done to repair

damage at the Lakewood Shore Railroad Crossing. There is one quote from Land Concepts and Brian Erdmann will also submit a quote.

- K. The board discussed the communications received during the past month:
- i. Copy of letter from Sean Moe, Department of Development to Charles Majaski on Sharon Place regarding household garbage and tires with a deadline of May 2, 2016 for removal.
 - ii. A request from Rice City Mayor Rogholt to be on the May agenda.
 - iii. Notice of a Public Hearing for April 14th to consider the conditional use permit for Joe and Katie Schmitz to elevate a residential structure on fill on Lot 2, Block 1, Sandy Shores.
 - iv. A proposal from Land Concepts to restripe the township parking lot following the chip sealing for a total cost of \$275.00
 - v. A quote from Land Concepts to hydro seed 2,600 square feet on the Lakewood Shores Railroad Crossing area for \$600.
 - vi. Letters from Benton County Department of Development approving the SCORE Grant for Clean Up Day in 2016 for \$11,250 and for Adopt a Highway for \$2,190.
 - vii. Emails from Maureen Graber and Sandra Saldana as follow up to the Annual Meeting.
- L. The board went over the monthly work plan: Supervisor Gondeck will do the annual sign inspection and install no parking signs on West Lake Road; he will paint the dry hydrants; Supervisor Erdmann will meet with Jeff Hanson on the storm water issue; Supervisor Goneck will order the crack filling material. Clerk Spence and Supervisor Gondeck will attend the Legal Short Course. Clerk Spence will complete the annual MS4 report for MPCA.

Citizen's Input: Jason Krueger asked if the legislation proposed for Watab Township by Representative Newberger is controversial. Brian Erdmann asked about the Clerk's report from the MAT training on proposed legislation to allow longer trucks on Minnesota roads. The board responded to the questions.

The monthly meeting adjourned at 9:40 p.m.

Respectfully submitted by Clerk Pat Spence