

**WATAB TOWN BOARD MEETING**  
**Regular Meeting Minutes**  
**Tuesday, September 12, 2023 – 7:00 pm**

The regular monthly Watab Township Board Meeting was called to order by Chairperson Johnson at 7:00 pm in the Watab Township Hall.

**ROLL CALL**

Board members present: Julie Johnson, Steve Wollak, Jesse Arndt, Kathy Sauer, Clerk, Mary Shearer, Treasurer

Others Present: Robin Wollak, Jerry Kostreba, Kevin Kruger

**ADDITIONS OR CHANGES TO THE AGENDA**

- a. Funds Transfer

**2. APPROVE THE AGENDA**

Supervisor Wollak made a motion to approve the agenda; Supervisor Arndt seconded; motion carried.

**3. CONSENT AGENDA—One motion for all items**

- a. August 8, 2023: Regular Board Meeting
- b. August 11, 2023: Preconstruction Meeting

Supervisor Arndt moved to approve the consent agenda; Supervisor Wollak seconded; motion carried.

**4. TREASURER’S REPORT**

**FALCON CHECKING STATEMENT**

August 31, 2023:

Ending Balance		<b>\$81,486.31</b>
Outstanding Deposits		<u>+00.00</u>
		<b>\$81,486.31</b>
Outstanding Checks		
8487	<u>-84.10</u>	
	<b>84.10</b>	
<b>BALANCE</b>		<b><u>\$81,402.21</u></b>

CTAS Schedule 1 Balance **\$81,402.21**

Difference **00.00**

As of August 31, 2023, the bank balance and the Township records are in balance.

**Notes:**

- Checking Account Interest: \$15.16
- Road & Bridge Savings Interest: \$25.50
- Town Hall Building Savings Interest: \$4.46
- Intrafi Interest: \$1,980.20
- Benton Cablevision Franchise Fees: July: \$1,175.91; August: \$1,154.23

**AUDIT REPORT**

Audit is complete and has been submitted to Office of the Secretary of State as required. Supervisor Johnson, Clerk Sauer, and Treasurer Shearer met with Kari Steinbresser from Conway Deuth and Schmiesing on August 30 to review and discuss the audit. Outcome was positive.

Supervisor Arndt made a motion to approve Conway, Deuth, and Schmiesing to conduct the audit for next year; Supervisor Wollak seconded; motion carried.

## **QUARTERLY BUDGET UPDATE**

### **BUSINESS ANALYZED CHECKING—Paula Capes**

Paula Capes, Ann Thelen, and Imran Qureshi from Falcon National Bank attended the meeting to present a new option for the Township checking account.

As of October 1, 2023, the bank will be imposing service fees to our account. There will be a monthly of \$60 remote check deposits; monthly account maintenance fee of \$10; and a .10 fee for each check written and deposit made.

To offset these fees, the bank is suggesting we convert to a higher yielding interest account.

The Board approved the transition to Business Analyzed Checking.

### **5. APPROVE LIST OF CLAIMS AND PAYROLL**

Receipts for the month of August:	\$120,971.17
Disbursements for the month of August:	\$122,622.57

#### **EFT Payments:**

Internal Revenue Service	\$619.17
MN Dept of Revenue	\$5.46
Public Employee Retirement	\$393.57

Supervisor Wollak made a motion to approve the List of Claims and Payroll; Supervisor Arndt seconded; motion carried.

### **6. WSB ENGINEER REPORT—Kevin Kruger**

#### a. 2023 Construction Update

Completely paved with base course. Grading will be done this week. Driveways next week. Project scheduled to be completed by the end of the month.

#### b. Shoestring Loop Update

No update

#### c. Lakewood Shores ROW Clearing for 2024 Project

For all future road construction projects, tree trimming and clearing will have to be done a year in advance. For all state projects, the DNR requires an environmental study of the habitats of long-eared bats prior to trimming or removing trees from April to October each year.

#### d. LRIP Grant

Grant applications will open September 12. Supervisor Johnson will submit an application.

### **7. 5<sup>th</sup> AVENUE NE/105<sup>th</sup> STREET NW—GRANITE CHIP WORK**

Supervisors are pleased with the granite chip work done by Bertram Asphalt on 5<sup>th</sup> Avenue NE.

Both 105<sup>th</sup> Street NW and Plaziak need granite chip work also.

Supervisor Johnson made a motion to order one load from Bertram Asphalt to granite chip 105<sup>th</sup> Street NE with extra going to Plaziak Road using ARPA funds; Supervisor Wollak seconded; motion carried.

**8. OVERLAY QUOTES**

a. Johnson Road

Quotes received:

Knife River	\$29,200
Hanson Paving	\$29,500

Supervisor Wollak made a motion to submit a change order adding it to this year’s road project; Supervisor Arndt seconded; Supervisor Johnson abstained; motion carried.

b. 108<sup>th</sup> Street NE

Quotes received:

Knife River	\$31,900
Hanson Paving	\$41,500

Tabled.

c. 100<sup>th</sup> Street NE

Quotes received:

Knife River	\$105,775.40
Hanson Paving	\$125,000.00

Kevin will contact Knife River asking if they can use excess material from this year’ project to patch.

d. 66<sup>th</sup> Street NW

Quotes received:

Burski	
Option 1	\$6,500.00
Option 2	\$6,060.00
Option 3	\$7,160.00

Rice Contracting

Option 1	\$29.00 CYLV
Option 2	\$25,00 CYLV
Option 3	\$35.00 CYLV

Tabled.

**9. FERRY POINT ROW DISCUSSION**

Paul Sondrall was advised to put up a fence or “no trespassing” signs to stop infringement on his property.

**10. WATAB/LANGOLA CLEAN-UP DAY REMINDER**

Clean-up Day will be held Saturday, October 7, from 8:00 am to 11:00 am. at the Pines Edge Grocery south parking lot.

**11. DEPARTMENT OF DEVELOPMENT REQUESTS**

Michael and Leisha Wilcox

Resident is requesting a conditional use permit in Lake Andrew to build a storage structure on a lot he just purchased. HOA has changed their covenants to allow building structures on a separate lot from a home. The Township will defer to the HOA covenants.

**12. FUNDS TRANSFER**

Supervisor Johnson made a motion to move an additional \$300,000 from the bond fund to the Road and Bridge fund to cover construction costs due in October; Supervisor Arndt seconded; motion carried.

Supervisor Wollak made a motion to reallocate the Road and Bridge budget to reflect expected costs; Supervisor Arndt seconded; motion carried.

**CITIZEN'S INPUT**

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**ADJOURNMENT**

Supervisor Arndt made a motion to adjourn; Supervisor Wollak seconded; motion carried. Meeting adjourned at 8:20.

Respectfully submitted,

Kathy Sauer  
Township Clerk

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Julie Johnson, Board Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kathy Sauer, Clerk

\_\_\_\_\_  
Date