

EDNA TOWNSHIP BOARD MEETING FEBRUARY 21, 2012

Report of Board Meeting held on JANUARY 17, 2011

Annual Election March 13, 4-8 p.m. Annual Meeting March 13, 8:15 until adjourned

Next Scheduled Meeting is MARCH 20, 2012.

Board Members Present

James Nigg, Chair

William Norris, Supervisor

Dennis Sazama, Supervisor

Carol Nelson, Clerk

Karen Marthaler, Treasurer

Others Present

Dave Heyer

Linda Nigg

Odell Nelson

Rick Sonnenberg

John A. Krueger

1. The Meeting was declared open and the Pledge of Allegiance recited at 8 p.m.

2. Agenda items

Norris – 10 e. add preliminary discussions about salary for Board

Sazama - under 16 d. possible change of February meeting date

Sazama moved to accept the agenda as adjusted. Norris 2nd. Approved 3/0

3. There were no bounty requests made at this meeting.

4. Road maintenance – one call had been made, regarding a road that had not been plowed. This is a Dora Township road. Edna Twp is willing to plow this road, if, Dora Twp is willing to pay for the work. The person living on this road, will need to discuss this with the Supervisors of Dora Twp.

5. Norris moved to accept Clerk's report for 12/20/11 as written, Sazama 2nd. Approved 3/0

6. Treasurer report

December receipts \$7,032.91, expenditures of \$32,029.52, including a \$20,000 loan payment.

Norris moved to approve, Sazama 2nd. Approved 3/0

7. Citizen concerns - none at this time.

8. Road updates - roads are in pretty good shape. Gravel roads will need some attention in the spring.

There may be some frost heaves, due to the of the lack of snow cover.

EdnaTwp has been maintaining a Dora Twp road where Merle Hexum lives. It is not a town line road.

Norris will connect with Dora Twp & see how they wish to proceed.

9. Sign Inventory - Dave Heyer. Edna Twp is on track for meeting federal time lines. There is some paperwork that needs signing now.

Heyer has 51 miles of road recorded. It appears that Dora has already replaced their road signs.

Do need to develop accurate town line agreements where applicable

Will eliminate stop ahead signs when they are unnecessary. Pedestrian walking signs would need to be raised about 5 feet if they are going to remain on the roads.

Establishing a complete record of signs would be a good idea. Unnecessary signs can be removed. Where necessary, roads would have a sign labeling them as 'winding road'. There would be chevrons added on each curve. Heyer has the policy written. There will be signs removed, a night time inspection for retro reflectivity. Norris made motion to accept Heyer Engineering road sign inventory, retro reflectivity compliance evaluation & replacement policy. Sazama 2nd. Motion carries 3/0.

Norris & Heyer will meet to go over the specifics of the road inventory.

10 Business -immediate

a. Approval off Deputy Clerk, Cheryl Harris, Dead Lake Township if Edna's Clerk is absent

Nigg moved to nominate Harris as deputy clerk, in the possibility Clerk Nelson cannot attend a meeting.

This is a reciprocal agreement between Dead & Edna Twp. Signatures on the bank checking account are necessary. Norris 2nd. Approved 3/0

b. 1) Approve Election Judges for Annual Election, March 13, 2012: Echo Dockter, Head Judge, Sharon Guck, Jenny Caughey & Darlene Wodrich. Motion to approve selection of judges, made by Norris. Sazama 2nd. Approved 3/0.

2) Approve/Resolution of Absentee Ballot Judges; Echo Dockter, Sharon Guck, Darlene Wodrich & Jenny Caughey. Must appoint 4 judges, must be two at any meeting when ballots are counted.

Nigg made the motion to approve the appointment of the Absentee Ballot Judges. Sazama 2nd. Approved 3/0.

c. Motion made by Norris to raise the pay for election judges to \$10/hour (from \$8.00), plus, raise the pay for the Head Judge to \$18.00/hour (from \$15.00). Nigg 2nd. Approved 3/0.

d. Weed Report – need signatures & returned to Otter Tail County

e. Create Board payment resolution for 2012. Board pay resolution was established in 2010. Needs to be evaluated & changes made if so determined. Perhaps, setting a monthly salary, the same for each board member, would better serve Edna Twp. There would not be additional pay for any meetings. This amount can be adjusted if change is required.

This issue is tabled until the February meeting. Norris made motion to investigate set payments for board members. Nigg 2nd. Approved 3/0

f. Certificate of Sales Tax Exemption – this is a document vendors would need. Norris made motion to have Certificates of Exemption available for use as needed. Clerk Nelson will prepare these. Sazama 2nd. Approved 3/0

g. Budget Planning needs to be done for February Board Meeting. This budget will be presented at the March Annual Meeting for approval for 2013.

h. Review financial records. Will do following February meeting, must be advertized. Nigg made motion to place the data of the financial audit of records for Edna Township on the Website.

i. Donations - good to be charitable but may not be good when we are borrowing money. Board will review MAT documentation for the February meeting. Donations are part of the Annual meeting.

12. Short courses ; review for planning. Will be held in March, closest location is Alexandria, Arrow Wood.

13. Recent correspondence

a) Doug Stahl, FEMA representative, communicated by email with Supervisor Nigg, telling Edna Twp that they have been approved for a \$69,790.99 payment for 5 of the 10 proposals submitted for reimbursement. The remaining proposals are still in debate. They could bring Edna Township an additional \$70,000, if FEMA approves.

Jim Nigg did copious amounts of outstanding work in getting this information to FEMA.

Wolf Lake Road flood repair was paid completely, Devil's Lake Road received \$15,000 in reimbursement. Heart Lake Road/compressed culvert was fully reimbursed. The flooded edge of Moenedick Lake where it meets East Little McDonald Drive was fully reimbursed and the culvert collapse on West Paul Lake Road was reimbursed. Norris explained that Supervisor Nigg spent hours doing this research and paper work. Tremendous job, a huge benefit for Edna Twp..

b) Correspondence came from a resident living on Engstrom Beach Road. Parts of Engstrom Beach get heavy snow pack. One resident complained “the plow wing busted his mailbox. 3 sprinkler heads & did damage to his yard”.

The sprinkler heads were in the road right of way, and will not be reimbursed by Twp. This has been the policy for Edna Twp & many surrounding Twps. Add the issue of breakaway mailboxes to the Annual Meeting Agenda. Some of the current mailboxes and the set up of these mailboxes could do harm to vehicles using these roads.

Heyer does have a resolution that takes liability off the Twp. Edna Twp would need to notify the noncompliant residents.

14. Monthly Concerns

Get website additions to Norris by Thursday morning. Norris will talk with Norb Benke concerning the maintenance of shared roads.

15. Claims for payment. Norris moved to pay claims for January as written. Sazama 2nd. Motion carries 3/0.

16. Other:

a) The February meeting date is February 21, 2012. Supervisor Sazama will not be available on that date. Should that date be changed? After a short discussion, the meeting date will remain as scheduled. Holding that meeting later in the month, puts Edna Township at a disadvantage regarding planning for the Annual Election & Annual Meeting.

b) John Krueger was here to introduce himself. He is a candidate for the open Supervisor's position.

17. This meeting was adjourned at 9:12. Norris made the motion. Sazama 2nd. Approved 3/0.

Respectfully submitted

2/21/2012

Carol Nelson, Clerk

CLAIMS SUBMITTED FOR PAYMENT AT JANUARY MEETING:

Heyer Land Surveying	Sign Inventory	\$3,175.00
Otter Tail County Treasurer	Mixed Sand & Salt	\$ 310.00
Farmer's State Bank Dent	Interest on Loan	\$ 96.95
East Otter Tail Focus	Legal ad, file for election	\$ 81.00
Sonnenberg Excavating	Open blocked Culvert	\$ 300.00
Sonnenberg Road Maint.	Snow removal	\$1,902.00

Karen Marthaler	Payment + Meeting	\$ 177.74
Carol Nelson	Payment + Meeting	\$ 247.91
James Nigg	Payment + Meeting	\$ 77.65
		\$6,368.25

Education opportunities

Monday 1:30 p.m. March 5	E. O.T. County Meeting	Thumper Pond Ottetail MN
	will pick up election supplies at that time	
Thursday 9 a.m. March 29	M.A.T. Short Courses	Arrowwood, Alexandria MN 62.45 miles
Monday 9 a.m. April 2	M.A.T. Short Courses	Star Casino, Mahnomen MN 57.01 miles
Monday 9 a.m. June 25	M.A.T. Summer courses	Fergus Falls, MN