

**EDNA TOWNSHIP BOARD MEETING****AUGUST 21, 2012 [www.ednatownship.org](http://www.ednatownship.org)**

Report of Board Meeting held July 17, 2012

Next Scheduled Meeting is September 18, 2012

Board Members Present

William Norris, Chair

Dennis Sazama, Supervisor

John A. Krueger, Supervisor

Carol Nelson, Clerk

Karen Marthaler, Treasurer

Others Present

Darrell Nordick

Lyle Smith

Ralph Logan

Terry Marthaler

David Wenzel

Doug Ackling

Bill Putman

???

Torey Sonnenberg

Allan Damman

Dave Heyer, Engineer

**1.** Call to order = 8:00 Pledge of Allegiance, led by Chairman Norris. Reminder to sign register.**2.** Agenda - add John Guest, road concerns , under new business*Add short course report Nelson/Norris.**Add West Little McDonald Drive/Kerbs Lake Road/erosion issues .*Sazama made motion to accept the agenda with the changes. Krueger 2<sup>nd</sup>. Approved 3/0**3.** No bounty request were made.**4.** Road Reports**a.** Sonnenberg Road Maintenance

1)Norris read a letter from Glen Anderson, West Paul Lake Drive, regarding the condition of the recently mowed ditches as done by Sonnenberg Road Maintenance. Mr. Anderson recommends ditches be mowed again, soon, or that Edna Twp not pay for the current job. T. Sonnenberg agrees that the ditches do not look good. They will need to be mowed again in September, double cut &amp; double width.

2) Sonnenberg report; West Little McDonald Drive, 330<sup>th</sup> St, South Paul Lake Drive, Big McDonald Drive are doing okay as of right now.**b.** Other Road Work1)Supervisor Norris reports the emergency repair on Devil's Lake Road is completed. There had to be changes made when they got to the location. There was no existing culvert and the road was in danger of washing out quickly. The decision was made on site to trench Devil's Lake Road immediately so the wetlands would stop putting pressure on the entire road. This was done, draining down the water pressure from the slough quickly2) Asphalt Road Work;Supervisor Norris contacted 5 paving contractors regarding necessary asphalt on Township roads. Two companies supplied QUOTES, Howards Driveway Paving and Seal Coating (\$22,800) and Taves Driveway Services (\$33,530). Howards submitted the lower quote. Roads needing asphalt are South Paul Lake Drive, West Little McDonald Drive, and Big McDonald Lane. The bids will be kept on file with the Township clerk. Supervisor Krueger made the motion to accept the lower quote from Howard's Driveway. Sazama 2<sup>nd</sup>. Work can be started in 5 weeks. Approved 3/0. Norris will take on the responsibility of sending the acceptance or rejection letters out to all contractors that submitted bids.3) Earth Work Quotes

Supervisor Norris requested quotes and was able to meet with 2 of 3 contractors individually to review Engineer Heyer's specs, Ackling Construction and North Central. T. Sonnenberg connected with Norris by phone. All three companies submitted quotes for the following road projects; South Paul Lake Drive, West Paul Lake Drive, Big McDonald Lane and West Little McDonald Drive by the tennis courts.

South Paul Lake Drive- the lowest quote was Sonnenberg's. They will reuse some of the existing Class 5.Sazama made the motions to accept Sonnenberg's quote. Krueger 2<sup>nd</sup>. Motion approved 3/0West Paul Lake Drive

Quotes are as follows; North Central = \$620 Ackling = \$850

Sonnenberg = \$400 using the original class 5

Krueger made motion to accept Sonnenberg's quote on West Paul Lake Drive. 2<sup>nd</sup> by Sazama.

Approved 3/0

Big McDonald Lane

Quotes are as follows; N Central = \$7450 Ackling \$4500 Sonnenberg \$3200 + \$500 patch + \$900 for

geofabric. Motion to accept lowest quote from Ackling Construction was made by Krueger, 2<sup>nd</sup> by Norris. Approved 3/0

West Little McDonald Drive requires building up the road by the tennis courts, plus 200 feet of road needs asphalt. Quotes include removing old materials, replacing culvert, and doing the prep work for asphalt placement.

N. Central \$5950 Ackling \$5400 Sonnenberg = \$2400 w/o including class 5 which is necessary.

Sazama made motion to accept the lowest quote from Ackling Construction with the addition of a culvert 18feet x 48feet. Krueger 2<sup>nd</sup>. Approved 3/0

**5. Clerks report** = needs a correction FEMA did not pay to put additional fill on all of Little McDonald Lake roads

Norris would like all three supervisors to be involved in sharing Township tasks, meetings with engineer to develop specifications, requesting quotes, meeting w/contractors, bringing the information to the meetings, writing acceptance or rejection letters.

Krueger brought up for discussion the following; if the road supervisor sees an emergency, he should bring in the contractors, and have either the clerk or the contractor connect with the other two supervisors. The discussion was interrupted by Ralph Logan, citing that Minnesota statutes include the ability of calling emergency road work meetings with all supervisors present if possible.

**Minnesota Statute 365.37 CONFLICTS, BIDS, EMERGENCIES, PENALTY, REMOVAL.**

**Subdivision 1.No conflicts; exceptions.**

*Except as provided in sections [471.87](#) to [471.89](#), a supervisor or town board must not be a party to, or be directly or indirectly interested in, a contract made or payment voted by the town board.*

**Subd. 2.To lowest responsible bidder.**

*A contract let on quote must be let to the lowest responsible bidder.*

**Subd. 2a.Best value alternative.**

*As an alternative to the procurement method described in subdivision 2, a contract for construction, building, alteration, improvement, or repair work may be awarded to the vendor or contractor offering the best value under a request for proposals as described in section [16C.28, subdivision 1](#), paragraph (a), clause (2), and paragraph (c).*

**Subd. 3.Notice.**

*Before a contract is let on quote, ten days' public notice of the time and place of receiving bids must be given. The notice must be posted in the three most public places in the town or published for two weeks in a newspaper generally circulated in the town.*

**\*\*\*Subd. 4.Special emergency exception.**

**If a special emergency comes up, a contract may be let without notice or competitive bidding. A special emergency is a situation requiring immediate action essential to the health, safety, or welfare of the town.**

**Subd. 5.Violation; misdemeanor and removal.**

*A contract made or payment voted or made contrary to this section is void. A town officer who violates this section is guilty of a misdemeanor and must leave office.*

Sazama made motion to approve with corrections, Norris 2<sup>nd</sup>. Approved 3/0

**6.** Treasurer's report; Expenditures in June were \$43,500.18. Cash balance as of 6/19/2012 is \$286,079.24.

Motion to approve this report made by Krueger. 2<sup>nd</sup> by Sazama. Report approved 3/0.

**7.** Claims to be paid

Correction; East Little McDonald Drive's work was not paid with FEMA \$\$\$\$\$

Wood Duck Loop = rock needs to be removed should not be an extra charge

Sazama made motion to pay the claims, Krueger 2<sup>nd</sup> approved 3/0.

**8. Public comments**

Big McDonald Lane - Edna Twp. Had to request quotes for repair because the cost was over 5% of the FEMA reimbursement. There is an added culvert also.

There will be culverts placed in other locations when approved. Edna Twp. does have some culverts on hand.

Heyer will get a quote form to Norris that can be scanned and used when quotes are needed.

South Little McDonald Drive is starting to break up where the riprap was placed. The rock seems to be moving onto the road.

Let Howards Driveway know there will be some additional spot work needed.

& Correspondence

1] John Guest on Berger Lake requests permission to build a soft slope matching the neighbors.

Norris will write the letter to Land & Resources giving approval from Edna Township.

2] Patty Neitzke Spang & Robert Sprang, East Little McDonald Drive request approval to combine two driveway approaches into one approach. Norris will write the letter as long as this is approved by the additional government agencies. (The property owners did build individual approaches.)

3] Wedryk - wants permission to add a single car concrete driveway, to match the neighbors.

Motion to grant her variance made by Krueger, 2nd by Sazama. Approved 3/0

Norris will write that permission letter.

**9.** Website is up & being used.

**10.** New business = approval of election judges. Add Carol Myhre to the list.

Motion to approve these election judges with the addition of Myhre made by Sazama, 2<sup>nd</sup> by Krueger.

Approved 3/0

**11.** Administrative no changes

**12. Other** did get additional gravel on one mile of 355<sup>th</sup> Street. Need to do 3 more road miles 385 St, 405 St, 398th St. Motion to add gravel to the above roads was made by Sazama, 2<sup>nd</sup> Norris, approved 3/0.

**13** Adjourned: 10:03 Motion to adjourn made by Sazama. Norris 2<sup>nd</sup>. Motion approved 3/0.

**CLAIMS PAID**

|      |                             |                                   |             |
|------|-----------------------------|-----------------------------------|-------------|
| 2400 | Nebraska Dept of Agric.     | Weeds of the Great Plains         | \$25.00     |
| 2401 | Perham Office Supply        | Copies for June Meeting           | \$10.45     |
| 2402 | Olson Gravel Hauling        | Class 5                           | \$159.59    |
| 2403 | John Krueger                | Meetings since 3/20/2012          | \$398.52    |
| 2404 | Karen Marthaler             | Salary & Meeting                  | \$224.82    |
| 2405 | Carol Nelson                | Salary & Meetings                 | \$369.52    |
| 2406 | Public Employees Retirement | ½ pd/employees, ½ pd/Edna Twp     | \$218.00    |
| 2407 | Ackling Construction        | East Little McDonald Drive Repair | \$41,580.00 |
| 2408 | Carol Nelson                | Purchase of Dell Laptop & Printer | \$658.34    |
| 2409 | Johnson, Riley & Riley      | Purchase of Access to Culvert     | \$3,200.00  |
|      |                             |                                   | <hr/>       |
|      |                             |                                   | \$46,844.24 |