

The meeting was called to order at 7 p.m. and began with the Pledge of Allegiance.

Dennis Sazama, Carol Nelson, Gary Schattschneider, Echo Dockter and Karen Marthaler were present. The only other person attending was Torey Sonnenberg.

The agenda was reviewed. Sazama made a motion to accept the agenda as presented. Nelson seconded the motion and it passed unanimously.

The clerk's report of the March regular meeting was reviewed. Sazama made a motion to accept the report as printed. Nelson seconded the motion and it passed unanimously.

The Treasurer's report was presented. It showed receipts of \$228.71 and disbursements of \$5,774.85 and the working capital of \$298978.26. Sazama made a motion to accept the report as presented, Nelson seconded the motion and it passed unanimously.

The Claims for Payment were reviewed. Sonnenberg explained that the grading bills always have an attachment that shows which roads were graded on each day. The snowplowing bills do not because most of the time the entire township is plowed at the same time. If a road needs additional snow work, for instance removing snow from Engstrom Beach, it is itemized on the bill. Sazama made a motion to pay the claims as presented. Nelson seconded the motion and it passed unanimously.

The road report started with Nelson's review of the roads and mailboxes. The Board decided that the mailbox policy, including the designation of dangerous mailboxes is a function of speed limits. Note that the MN Law 8818.0300 applies to roads with a speed limit of 40 mph or greater. Since the Board wanted to concentrate on the immediate issues of crack fill, seal coat and possible repairs it was decided that traffic control and mailbox policy would not be considered at this meeting. Road signs are also a part of this issue as there are possibly signs that need to be removed or replaced to make the speed limits clear. These items will continue to be on the unfinished business list.

The Board reviewed Sazama's notes from his tour of the roads. First, all roads that were identified as needing crack fill were listed. This list included:

385<sup>th</sup>, Jackim Dr, 400<sup>th</sup> Ave, N Big McDonald Dr – these total approximately 4 miles. Schattschneider was able to review the road records from that last 3-4 years to determine which roads were crack filled during that time. These were added to the list for possible sealcoat. The Board wanted to be fairly conservative with this list until the more of the roads work was considered.

Roads needing sealcoating were reviewed next. The list included:

E Paul Lake, Beaver Dam Rd, 395<sup>th</sup> – these total about 2 miles.

Next the Board reviewed the roads that need repairs. This list included:

W Paul Lake – the culvert needs to be removed, Sazama will check with Westguard to see if permits are required.

E Big McDonald Dr – possible dig, mat and pour

Corner of N Big McDonald Dr and Big McDonald Lane

455<sup>th</sup> – there are holes and dips

Corner of 395<sup>th</sup> and 460<sup>th</sup> – there are 2 dips in this area

N Little McDonald – there are at least 2 dips in this road

At this point the Board reviewed the mileage for the crack fill and sealcoat and decided to add S Little McDonald to the crack fill list. The total miles to be done are just under 5 miles.

Next the Board reviewed the roads needing striping. The first list included 23 roads. The roads needing repairs were removed from the list, then the roads that were on the sealcoat list were removed. Finally, the remaining list was compared to the list of roads that were to be striped last year, but did not get done. The final list for striping this year is: Seclusion Point, Engstrom Beach Lane, 400<sup>th</sup> Ave, Spur Road, S Paul Lake, E Little McDonald Dr, N Little McDonald Dr, and South Little McDonald Dr.

It was further agreed that striping would be double lines and fog lines, except for Spur Road and Seclusion Point which would be fog lines only.

Sazama agreed to get quotes from at least 2 companies for the crack fill and 2 companies for the striping. The priority list of work for Sonnenberg was reviewed and updated. The update list will be added to the minutes when it is available.

Nelson will talk to Lake Region about tree trimming/removal in the road right of ways near powerlines. She will also be reviewing the MAT webinar on clearing township right of ways.

The correspondence was reviewed.

The Board agreed that it was not advisable to wait until the May meeting to get a contractor started on the crack fill. To facilitate getting this done as soon as possible it was agreed that this meeting would be recessed, to be reconvened in one week, on April 28, 2020 at 7 p.m. for the purpose of reviewing the quotes for crack fill and striping. The meeting will take place at the Dent Community Center.

Noted that the annual financial report has been submitted to the State and that the request for reimbursement for the Presidential Primary has also been submitted.

Meeting recessed 9:35 p.m.

The meeting was reconvened at 7 p.m. on April 28, 2020. All Board members were present, and Brent Newling.

Lot Pros and Newling Asphalt Services LLC submitted quotes for striping and crack fill.

The Lot Pros quote for the 7.5 miles of striping was \$7920.00, for 5 miles of crack fill \$12,400.

Newling Asphalt Services LLCs quote for the 7.5 miles of striping was \$13,645.00, for 5 miles of crack fill \$12,500.

Sazama called Walt from Lot Pros to verify that his bid for striping was really \$7,920.00.

There was a discussion concerning the striping that was supposed to be done the last couple years. There were delays caused by the township and by the contractor.

Nelson made a motion to hire Lot Pros to do the crack fill and to hire Newling to do the striping. Schattschneider 2<sup>nd</sup> the motion. After some discussion both the motion and the second were withdrawn. Nelson then made a motion to hire Newling to do the crack fill and to hire Lot Pros to the striping. Schattschneider 2<sup>nd</sup> the motion and it passed unanimously.

There have been 2 requests for approach permits. One is Sybil Lake road, #34147. The request is to widen the approach. The Board agreed to grant permission for this. The other request is from Ray Sazama to widen the field approach near 42591 on 380<sup>th</sup>. This will allow him to avoid hitting the double arrow sign with his farm equipment. Schattschneider will contact Torey to have the double arrow sign moved a little to make this all work better. The Board agreed to this request also.

It was noted that the March meeting that was recessed and scheduled to be reconvened for the road tour, had not been adjourned (COVID pandemic). That meeting was adjourned.

This reconvened meeting from April 21 was then adjourned at 7:35 p.m.

## Road Inspection 4/11/2020

South Little McDonald – Needs fog lines

West Paul Lake Drive – Restriping; Bad hole by old culvert, dip in road. South of fire #43728 – east side lane. It's about 4 feet wide and 6 feet long one part is about 4 inches deep.

Wood Duck Loop – A couple bad cracks to fill. There's a bad spot in the road about 100 feet from the stop sign.

East Paul Lake Drive – In good shape. Possible sealcoat and striping.

428<sup>th</sup> Street – Needs striping.

380<sup>th</sup> – Needs striping.

430<sup>th</sup> Street – Needs striping.

South Paul Lake Drive – Needs striping.

385<sup>th</sup> Ave. - Lots of cracks open need sealing.

Fawn Oaks Road – Needs striping. (3 Chevron signs and posts laying on east side of road near 2<sup>nd</sup> curve. *Tosay will call Gopher One + put three boxes*)

Fawn Oaks Trail – Needs striping.

Seclusion Point – Needs fog lines.

Engstrom Beach Road – Needs striping. Dig out by beaver hut near Happy Drive.

Engstrom Beach Lane – Needs striping. Remove concrete mailbox #34363.

Beaver Dam Road – Possible sealcoat and striping.

Bill's Beach Road – Needs striping.

Bill's Beach Lane – Stop sign redone.

East Big McDonald Drive – A few dips between entrance and first curve; bad crack just before first curve – another dip within ½ mile. Needs striping. By fire #42253 & #42269 hole goes across road. By #42195 bad spot in middle of west lane; bad crack at #42631; by camper/curve chain link fence crack after #42899, and crack near #42947.

Cousin's Lane – Needs striping. Crack at the beginning of the street.

West Little McDonald – Needs striping.

North Little McDonald – Needs striping. Speed dip by Echo's. Patch holes in road.

Spur Road – Needs fog lines.

385<sup>th</sup> Ave – Needs striping.

East Little McDonald – Needs striping

*Repair* 455<sup>th</sup> Street – Near castle house east needs crack sealing, hole in road, dips in road near swamp area needs patching.

Jackim Drive – Possible crack ~~sealing~~ *fill*

395<sup>th</sup> Ave. - Possible seal coating.

400<sup>th</sup> Ave. Possible crack sealing and striping.

North Big McDonald Drive – Needs crack <sup>*fill*</sup> seal ad striping. Hole to fill at corner of North Big McDonald Drive and North Big McDonald Lane. Also crack by that intersection on North Big McDonald Drive.

Claims List for Approval

Edna Township

Date Range : 4/1/2020 To 4/21/2020

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
04/16/2020	Forum Communication Company	Publishing notice of Annual Meeting and Election	3178*	\$96.95	100-41131-351-214	Publishing	\$96.95
04/16/2020	Sonnenberg Excavating	Snowplowing on 2/3,2/14,2/17	3179	\$3,489.05	201-43101-224-401	Highways, Streets & Roadways	\$3,489.05
04/16/2020	Sonnenberg Excavating	Road grading on 3/24,3/25	3180	\$1,720.00	201-43101-224-402	Highways, Streets & Roadways	\$1,720.00
04/16/2020	Otter Tail County Treasurer	Sand and Salt for 12/4,12/23; Statements 2727	3181*	\$1,704.72	201-43125-220-401	Ice and Snow Removal	\$1,704.72
04/16/2020	Otter Tail County Auditor-Treasurer	Township election supplies - Automark, etc	3182	\$195.60	100-41410-209-	Elections	\$195.60
<b>Total For Selected Claims</b>				<b>\$7,206.32</b>			<b>\$7,206.32</b>

*Carol Nelson*  
 4-21-2020  
 Date

Carol Nelson  
 Town Supervisor

*Dennis Szama*  
 4-21-20  
 Date

Dennis Szama  
 Chair, Town Supervisor

*Gary Schattschneider*  
 4-21-20  
 Date

Gary Schattschneider  
 Town Supervisor

11/19/2019			24 no parking signs for E. Big McDonald Dr			
			Minimum Maintenance sign 380th st. ????			
			Beaver Damage on 355th (call from Vic Sonnenberg)			
			Bump Signs & Chevrons 8/18			
7/16/2019			Brush removal at intersection of 385th & 460th			
7/16/2019			Dead End / No turn around sign for Bills Beach Rd.			
		P3	Cut off culvert on Kerbs Lk road.			1/22/2020
6/18/2019			Engstrom Beach Road - Road repair			
6/18/2019			Engstrom Beach Road - Remove Lodge after beaver is trapped out			
6/18/2019			Engstrom Beach Road - Put wire fencing down to deter beavers in the future			
6/8/2019		P1	Engstrom Beach Road Beaver damage (Call from Kieth Brakke (218) 371-9243)		6/8/2019	6/8/2019
5/25/2019		P2	E Big MacDonald Tr needs grading. Dennis had received a call from ????????. New class 5 was added in fall of 2018 and with this springs rains road was full of ruts. After 2 days the road dried up but road needs grading. Called Torey on Sat. the 25th and he said he would get it done 1st part of next week. Will monitor road throughout the year to see if it need more class 5.		5/28/2019	5/28/2019
5/21/2019		P2	Install remaining Chevron signs. Torey has 11 posts already installed. Echo to order 22 signs.			
5/21/2019		P3	Remove trash on Sybil Lk Road			