

**EDNA TOWNSHIP MEETING      July 21, 2020      www.ednatownship.org**

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. See next sheet for other attendees.

The agenda was reviewed. A quick discussion was held to suggest moving the CARES presentation to follow the treasurer's report. Nelson made a motion to approve the agenda with this change. Sazama 2<sup>nd</sup> the motion and it passed unanimously.

The clerk's report was reviewed. There was a comma missing in the working capital amount. Sazama made a motion to approve the report with the correction. Nelson 2<sup>nd</sup> the motion and it passed unanimously.

The Treasurer's Report showed receipts of \$222,283.68, disbursements of \$17,268.78 and working capital of \$472,961.94. Sazama made a motion to accept the report as presented. Nelson 2<sup>nd</sup> the motion and it passed unanimously. Vance Bachmann was present as the district representative to MAT to explain more of the details of the CARES funds for townships. This is federal money given to the township to cover expenses incurred because of the Covid pandemic that were not in the budget. There are guidelines for how the money can be used. Reports must be filed. Computers can be included if needed to facilitate meetings.

**Claims for Payment –**

The invoice for pavement markings is included. The quote was supposed to be for double yellow and fog lines on all roads except Spur Road and Seclusion Pt, which would be fog lines only. This is covered in the April minutes. Double yellow lines were not done on all the other roads. This should be resolved before this claim is paid. Sazama agreed to talk to Lot Pros to get this resolved. Sazama made a motion to pay the other claims as presented. Schattschneider 2<sup>nd</sup> the motion and it passed unanimously.

There was a discussion concerning trees on East Little McDonald Dr that fell during the wind storms last Friday. The trees also took some power lines down. The trees fell into the road right of way. Lake Region was called. The township can not remove trees when there are live power lines involved. The land owner took care of the tree and limbs that were blocking his driveway. The tree that fell near the Anderson's property was brought up for discussion again. The Andersons were told by 'someone' that the tree was in the road right of way so the township would take care of the stump. The stump is not in the road right of way. Nelson volunteered to work on a policy for road right of way brushing and clearing. She also volunteered to contact the Andersons and explain that the township would not be paying for stump removal.

Members of the Dora Township board were present to discuss crack filling on Beaver Dam road. S@N Sealcoat bills Edna for ½ the cost of the crack filling on the shared portion of Engstrom Beach every year. They also Beaver Dam RD but bill the total to Dora. The boards agreed to keep this the same except that Edna will be billed for half for this year and going forward. This also brought up the discussion of Edna seal coating Beaver Dam Rd. The Dora Board agreed to pay for ½ the cost but would have liked some communication before this happened. A mutual agreement was reached that both townships need to communicate better. The town line road agreement from 2010 seems to be the most current one. Both townships will look it over and make suggestions. The road signs are not included in the agreement and should be one of the updates.

Four access permits were passed to the clerk. They had been approved by Chairman Sazama. They are for:

Thomas and Diane Mueller, 3427 Sybil Lake Ln

Chad Johnson, Lot 7, Block1, Jamielind Shores, (Seclusion Point Rd)|Work to be done by Eric Ruther

Tyrel Thorson, 41970 Fawn Oaks Rd, work to be done by Eric Ruther.

Joe Esser, 43968 W Paul Lake Dr

It is time to review the town line road agreements. Clerk Dockter will find the most current documents and send them to the appropriate townships for review. One detail to be sure to mention is road signs.

Jeff Stabnow reported that the roads that were seal coated are ready for the fog seal, which should happen soon. No bill has been received yet.

Stoney Hills development has notified Sazama and Dockter that there will be plat maps that need to be signed. This is just an acknowledgment of the development. It does not have to be done at a meeting but should be noted in the meeting minutes when it is done.

Stabnow reported on progress at Stony Hills.

The weeds, mostly poison ivy, were sprayed on June 18. Nelson noted that tansy is becoming a concern.

The 2<sup>nd</sup> mowing of the ditches is starting soon. This is a little earlier than usual because of the rain. Note that this is the double mowing that is done to make the snow plowing more effective.

Dockter reported on her conversation with Brian Armstrong regarding the 911 signs. The signs need to be fixed quickly for public safety. The County will continue to bill the landowner but the township may pay the bill if it is determined that the damage was done by the township. This is done on a case by case basis. The only requirements for the signs are that they be easily visible from the street.

The Priority report for sub-contractors was reviewed and updated.

The email from the Richard's was reviewed. No action was taken at this time.

Perham Township requested a copy of Edna's Road Specs and permission to use them. The Board agreed.

The continuing projects lists was reviewed. Finding a place to post notices was added to the list. The latest webinar information is that notices are supposed to be posted at the town hall, or designated place and are supposed to be visible 24 hours a day. If this is done then only one posting place is required. Note that posting on the website does not cover this. Dockter will talk to the City of Dent regarding this.

Sazama made a motion to ratify the levy set at the Annual meeting. The levy set at the meeting this year was: General Fund \$30,100, Road and Bridge Fund \$329,500, Fire Fund, \$30,600 for a total of \$390,200.00. Nelson 2<sup>nd</sup> the motion and it passed unanimously. The clerk will certify this levy to the county.

Election – a few judges have requested face shields in addition to the supplies being provided by the county. The estimated cost is less than \$20/shield. The Board agreed to this purchase. The clerk's printer/scanner/copier is not working with the new computer. Printers for the clerk and treasurer were approved months ago. It is now time to replace the clerk's printer.

The meeting was adjourned at 9:36 p.m.

July 21, 2020

Vance Bachmann

Tony Marthaler

Mike Krutche

Jeff Stabnow

Wendy Hestak Ross

Dan Johnson

Edna Township Claims List for Approval

Date Range : 6/19/2020 To 7/19/2020

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
07/17/2020	Sazama Road Maintenance	Open East Little Mc - Anderson's tree falling	3195	\$90.00	201-43147-224-413	Brushing	\$90.00
07/17/2020	Otter Tail County Treasurer	Sand and Salt for 2/3 Statement 2794	3196	\$1,373.91	201-43125-220-401	Ice and Snow Removal	\$1,373.91
07/17/2020	LotPros, Inc.	pavement marking - approx 7.5 miles	3197*	\$7,920.00	201-43135-224-406	Striping	<del>\$7,920.00</del>
07/17/2020	Sonnenberg Excavating	Mowing	3198	\$1,508.00	201-43143-224-404	Mowing/ditch spraying	\$1,508.00
07/17/2020	Sonnenberg Excavating	Stop sign - Bills Beach, fix inside corner on Big McDonald Dr	3199	\$190.00	201-43144-224-411 201-43141-224-402	Road signs - new Gravel/normal maintenance	\$90.00 \$100.00
07/17/2020	Sonnenberg Excavating	Grading - 6/9,18,29,30	3200	\$4,284.50	201-43140-224-402	Grading Services/regular	\$4,284.50
07/17/2020	M-R Sign Co., Inc	6 posts for 911 blades	3201	\$59.22	201-43145-224-411	Road signs - replacement - removal	\$59.22
07/17/2020	Echo Dockter	Reimbursement for copies, classes, mileage, postage	3202	\$147.45	100-41110-352- 100-41110-210- 100-41110-310- 100-41110-331-301	Council/Town Board Council/Town Board Council/Town Board Council/Town Board	\$36.40 \$13.90 \$50.00 \$47.15
07/17/2020	Newling Asphalt Services	Patch potholes - 42829 Engstrom Beach Rd, Big McDonald Lane	3203	\$400.00	201-43121-224-	Paved Streets	\$400.00

Date Range : 6/19/2020 To 7/19/2020

<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>
				\$15,973.08			<del>-\$15,973.08</del> 8053.08

Total For Selected Claims

<i>Carol Nelson</i> Carol Nelson	Town Supervisor	<u>7-21-2020</u> Date
<i>Dennis P. Szama</i> Dennis Szama	Chair, Town Supervisor	<u>7-21-2020</u> Date
<i>Gary Schattschneider</i> Gary Schattschneider	Town Supervisor	<u>7-21-2020</u> Date