

Edna Township
Regular Board Meeting
March 26, 2024
Dent Community Center, 201 Birch St, Dent MN 56528

The meeting was called to order by Chairman Gary Schattschneider at 7 pm and began with the Pledge of Allegiance. Kenneth Moenedick took his Oath of Office and began his term as an Edna Township Supervisor. Moenedick was elected to the supervisor position previously held by Gary Schattschneider. Clerk Dockter had completed her Oath of Office on March 21st.

Brokke nominated Bucholz as the Chairman of the Board. Moenedick 2nd the motion and it passed unanimously. Bucholz nominated Brokke as the Vice Chairman. Moenedick 2nd the motion and it passed unanimously. Bucholz nominated Moenedick as the Weed Control Supervisor. Brokke 2nd the motion and it passed unanimously. Moenedick nominated Bucholz as the Road Authority. Brokke 2nd the motion and it passed unanimously. Bucholz nominated Brokke as the Approach Permitting Supervisor. Moenedick 2nd the motion and it passed unanimously.

The Board reviewed the current compensation rates. The supervisors agreed to continue their monthly salary at \$400. Bucholz motioned to raise the monthly clerk salary to \$800 and the monthly treasurer salary to \$500. Brokke 2nd the motion and it passed unanimously. The election judge pay will continue at \$15/hour, head judges will be paid \$20/hour. Dockter will check in with other townships on current election judge pay. Gopher bounty is \$3.00, the county reimburses the township for \$.50. Beaver bounty is \$25 when authorized by the township. The moderator of the Annual meeting will be paid \$100. Mileage, outside of the township will continue to be reimbursed at the current Federal rate. Bucholz motioned to keep these current rates. Brokke 2nd the motion passed unanimously.

The clerk's report of the February meeting had been distributed via email before the meeting. Brokke motioned to accept the clerk's report as presented. Moenedick 2nd the motion and it passed unanimously.

The Treasurer's report showed receipts of \$37,020.26, disbursements of \$3423.38, and working capital of \$377,594.16. Bucholz motioned to accept the treasurer's report as presented. Moenedick 2nd and the motion passed unanimously.

The claims for payment were discussed. Moenedick motioned to pay the claims as presented. Bucholz 2nd and the motion passed unanimously. Bucholz motioned to approve the transfer of \$19,034.64 from the money market account to the checking account. Keith 2nd and the motion passed unanimously. As the claims were reviewed there was a discussion about the sanding that was done because of a house move and because that was the time when County Highway 35 was so slippery. There was also a short discussion of branches that need to be trimmed on Wood Duck Loop. Some trimming has been done here but it was not enough. This area will be reviewed during the Spring road tour.

The phone calls, emails and contacts from the month were reviewed. Landowners on Devil's Lake road were concerned with snow plowing. This is a gravel road and the last snowfall in March occurred when many of the gravel roads were no longer frozen. Dockter and Schattschneider received emails looking to identify the road authority for the railroad crossing on 460th. According to the current townline road agreement it looked like Edna Township had the responsibility for that section of the road. Sonnenberg was present and corrected the understanding of which township actually is responsible for that area. The townline road agreement with Hobart township needs to be corrected and resigned. Bucholz agreed to meet with Hobart to get this fixed. He also agreed to work on the Dora townline agreement. Schattschneider also pointed out that this would be a good time to consult with Hobart on the engineering for the 2025 460th project.

Moenedick will talk to Mac Stoll about approach permit #202305. Stoll had indicated the approach has been seeded and is ready for an inspection. A Certificate of Completion is also needed. Bruce Hoekstra applied for an approach permit. Bucholz is familiar with the area and approved this permit. It will be permit #202401.

The Stony Hill Petition to vacate was received by the clerk prior to the meeting and was presented at this time. There was more discussion concerning this area. The Board has no concerns about vacating this area of the cul-de-sac. The concerns raised are for the plat for this area. If the plat is not changed will the township be responsible for changing the plat later?

The Board is in agreement that the township should not bear this cost. The township has 30 days to set a hearing to discuss the petition. Moenkedick will look into this.

Bucholz has been informed of a pending county meeting on Ditch 25. He will inform the Board as soon as there are more details. Ditch 25 does cross a township road.

The Board is requesting that Jeff Stabnow attend the Spring Road tour.

The Weed Control meeting is coming up. Brokke has already filed the report. Moenkedick will be attending this meeting. The Weed folder and materials were turned over to Moenkedick. There was a short discussion of the continuing spotted knapweed issue on Dave Taylor's land. The knapweed is also in the township ditch. There is a question as to whether Taylor mowed or sprayed the weeds last year. If he sprayed then the ditch should also be sprayed this year. If it has to be mowed it must be done before May 15th.

The contract with Sonnenberg Excavating was approved at the February meeting but the official contract was not ready at that time. The contract was signed at this time.

The Priority Report for Subcontractors was discussed. Brokke volunteered to maintain this report/spreadsheet. Schattschneider will send the spreadsheet with history to Brokke.

Schattschneider has been the Edna representative for the Perham Area EMS board. There was a meeting scheduled before this Edna meeting but it was rescheduled to Thursday because of weather. Schattschneider gave a short history of the EMS joint powers board and the current issues. Payments will need to be made for 2024 and 2025. The 2025 payments were included in the 2025 budget and levy. Bucholz has agreed to become the Edna representative for these meetings. He will not be able to attend the Thursday meeting so Brokke will be the temporary representative. The joint powers board will be notified of the change.

The Spring road tour will be begin on April 10th, starting from the Sacred Heart Church parking lot at 3 pm. Note that this will be a continuation of this recessed meeting.

Bucholz motioned to accept the new Dent Fire Contract. Moenkedick 2nd the motion which passed unanimously and it was signed.

The Board was reminded of the MAT Spring Short courses coming up on Friday in Alexandria or Mahanomen on Monday. Dockter and Marthaler are planning to attend on Monday.

The correspondence was reviewed.

Unfinished business included the house, ready to be moved, that is still sitting in the road right-of-way on Fawn Oaks Road. Now that road restrictions are in place the house can not move. The contractor has again 'promised' to move it as soon as road restrictions are removed.

The Memorandum of Understanding, for Robert Nietzke on E Little McDonald, that was agreed to in December will be sent this month. Brokke will work on this. There was also a discussion of the large landscape rocks that were moved out of the road right-of-way, and then moved back into the same place. They must be moved out of the road right-of-way. Other items on the unfinished business list remain.

The Board thanked Gary Schattschneider for his years of service to Edna Township, especially for all the work he put into starting the record keeping spread sheets to track roads and road maintenance.

The meeting was recessed at this time, to be reconvened on April 10, 2024 at 3 pm at the Sacred Heart Church parking lot.

 4-16-24
Edna H. Dockter

The Meeting was reconvened on April 10, 2004 at 3 pm at the Sacred Heart Church parking lot. Bucholz, Brokke and Moenkedick were present. There were no others present. The supervisors traveled the township roads and discussed which ones needed crack fill, sealcoat, traffic markings and any other repairs. They decided to contact Brent Newling of Newling Asphalt have him look at the roads needing crack fill before the April meeting so a quote could be ready at that meeting. The meeting was adjourned at 6:10 pm

March 29, 2024

Terry Marthaler

Lynne Brokke

Dave Wenzel

Terry Sonnenberg

Date Range : 2/14/2024 To 3/26/2024

<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>
02/14/2024	Pam Bruhn	Mileage for election Judge training 40 miles @ .67	3580	\$26.80	100-41410-331-	Elections	\$26.80
02/14/2024	Elizabeth Duniap	Mileage for election judge training 46 miles @ .67	3581	\$30.82	100-41410-331-	Elections	\$30.82
02/14/2024	Bridgette Holl	Mileage for election judge training 44 miles @ .67	3582	\$29.48	100-41410-331-	Elections	\$29.48
02/14/2024	Jane Kihl-Kippley	Mileage for election judge training 44 @ .67	3583	\$29.48	100-41410-331-	Elections	\$29.48
02/14/2024	Betty Luther	Mileage for election judge training	3584	\$29.48	100-41410-331-	Elections	\$29.48
02/14/2024	Helen Manger	Mileage for election judge training 44 @ .67	3585	\$29.48	100-41410-331-	Elections	\$29.48
02/14/2024	Carol Myhre	Mileage for judge training, 44 @ .67	3586	\$29.48	100-41410-331-	Elections	\$29.48
02/14/2024	Margaret Swanson	Mileage for election judge training 36 @ .67	3587	\$24.12	100-41410-331-	Elections	\$24.12
02/14/2024	Echo Dockter	Election mileage 180 miles @ .67	3588*	\$120.60	100-41410-331-	Elections	\$120.60
03/04/2024	Minnesota Department of Revenue	Payroll withholding - deposited on-line	3589	\$249.35	100-41110-103-	Council/Town Board	\$249.35

Date Range : 2/14/2024 To 3/26/2024

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
03/04/2024	United States Treasury	Form 944 Deposit - medicare taxes for employer and employees and withholding, via EFT	3590	\$365.90	100-41110-103-	Council/Town Board	\$365.90
03/04/2024	Sonnenberg Excavating, LLC	Brushing Engstrom Beach 1/5/24	3591	\$3,824.78	201-43147-224-	Brushing	\$3,824.78
03/04/2024	Sonnenberg Excavating, LLC	Snow - 1/5,salt,1/8-snow,1/9 salt, snow - 1/14,1/15,1/23 and 1/25 (house move)	3592	\$6,378.76	201-43125-224-	Ice and Snow Removal	\$6,378.76
03/04/2024	Terry Marthaler	Moderating Annual Meeting	3593	\$100.00	100-41110-304-	Council/Town Board	\$100.00
03/12/2024	Perham Public Library	Donation	3594	\$750.00	100-41110-490-	Council/Town Board	\$750.00
03/12/2024	Perham Center for the Arts	Donation	3595	\$250.00	100-41110-490-	Council/Town Board	\$250.00
03/12/2024	East Otter Tail County	Donations	3596	\$250.00	100-41110-490-	Council/Town Board	\$250.00
03/12/2024	New York Mills Cultural Center	Donation	3597	\$250.00	100-41110-490-	Council/Town Board	\$250.00
03/12/2024	Otter Tail County	Donation	3598	\$250.00	100-41110-490-	Council/Town Board	\$250.00
03/12/2024	PERA	1st quarter, employee and employer portions	3599	\$630.00	100-41110-103- 100-41110-120-	Council/Town Board Council/Town Board	\$315.00 \$315.00

Date Range : 2/14/2024 To 3/26/2024

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
03/25/2024	Otter Tail County Treasurer 467a	Sand and salt - for January 2024	3600	\$2,678.41	201-43125-240-401	Ice and Snow Removal	\$2,678.41

Total For Selected Claims

\$16,326.94

\$16,326.94

Mr. P. Buchholz
3-26-2024

Benjamin B. Buchholz
Town Supervisor

Kenny

Z. Z.

Date

3-26-24

Gary Schattschneider
Chair, Town Supervisor

Gary Schattschneider

Date

3-26-24

Keith Brokke
Town Supervisor

Keith Brokke

Date

3-26-24