

Approved Minutes

CROOKED LAKE TOWN BOARD MONTHLY MEETING MINUTES – February 10, 2022

The meeting was called to order at 6PM and The Pledge of Allegiance was given.

Members present: Jim Thielen, Connie Glass, Pat Bennington, Mark Skjolsvik, Tim Donnay, LeAnn Werner, and Terri Datzman.

Citizens present: David Thompson

Note: Meeting is being recorded and retained by the Clerk for preparation of minutes and will be deleted. Note: The Treasurer, CLVFD, OQR and Road Reports are on the agenda and are reviewed during meeting.

MOTION GLASS, 2ND DONNAY TO ACCEPT 1/13/22 MINUTES. ALL IN FAVOR. MOTION CARRIED.

Treasurer Report: January 2022-Beginning balance \$334,573.51 + receipts \$27,099.85 – disbursements \$42,495.32 (outstanding checks \$2,715.18) = ending balance \$321,893.22 balances to bank. W2's and 1099's processed and mailed in January, also submitted to Feds via Social Security website and MN Revenue Services. Year-end reporting process completed and sent to auditor's office. PERA annual exclusion report submitted and the new PERA annual leave report submitted. The My Store statement has not been being received in time of our monthly meetings the last few months, so was paid the following month. They added late fees to the current statement but I was able to have them removed after explaining we only pay bills once a month. They will now email the township their statement, along with mailing it with their copy of the receipts, so that I will have it in time to pay at monthly meetings. The invoice from Frontline Warning Systems for the radios on the sirens that were installed was paid this month and taken from the emergency services fund as there were no funds in the siren fund. Tech Geek had Visa charge for December and January, should be removed. Thielen to contact them.

CLVFD Report: Fire Chief, Nick Usherwood: Incidents: Fire/Accident 2, Medical 2. Office Supplies: misc. office supplies were purchased, pens, highlighters, post-its, etc. Equipment: new helicopter landing lights were received; new gas detector was received. Training: EMS Skills and on-scene coordination. Firefighter Shawn Hite December payroll check was mistakenly destroyed. MOTION SKJOLSVIK, 2ND BENNINGTON TO VOID CHECK #19859 FOR \$710.71 TO SHAWN HITE AND REISSUE NEW ONE IN MARCH WITH NO CHARGES APPLIED. ALL IN FAVOR. MOTION CARRIED.

OQR Report: Chief Terri Datzman: Calls: Medical-2, chest pain-1, fire assist-2, total 4. Training: Medical emergencies, stroke, diabetic emergencies, 12 lead pad placement, heart readings by CMRC and EMS Skills and on-scene coordination with CLVFD.

Road and Equipment Report: General maintenance, Nick to Crosby for finger cut.

Donnay shared that RALALA Protecting Our Lakes Initiative: Building Awareness & Encouraging Action Plan is to install signs at Roosevelt planting in May, have educational event mid-June. In the "don't mow, let it grow" area, noxious weeds will be removed and native plant plugs bought and planted. Grass didn't grow along sidewalk due to drought, plastic to be put down to kill weeds/seeds and seed a hardy grass in fall. A small informative sign will be placed.

Regarding Terry Usherwood request and January motion to pay back \$180 for cell phone reimbursement, it was found that Terry did receive notice of change from \$40 month to \$25 month as signed for 6/10/20 and 2/11/21. MOTION GLASS, 2ND BENNINGTON TO OVERTURN JANUARY 2022 MOTION TO PAY TERRY USHERWOOD \$180 CELL PHONE REIMBURSEMENT. ALL IN FAVOR. MOTION CARRIED. Nick Usherwood has copies and will inform Terry Usherwood.

Regarding Beulah Township Fire contract with CLVFD, Chief Usherwood has contacted Kathy Harvet, clerk, Beulah Township. Since CLVFD budget has not changed, recommendation is to keep the 2022 contract for services in 2023 the same as 2021 contract of \$6650 for emergency services provided. MOTION SKJOLSVIK, 2ND GLASS TO RENEW THE 2022 FIRE CONTRACT FOR EMERGENCY SERVICES WITH BEULAH TOWNSHIP AT \$6650. ALL IN FAVOR. MOTION CARRIED.

MOTION SKJOLSVIK, 2ND GLASS TO CONTRIBUTE \$250.00 EACH TO: THE CASS COUNTY HISTORICAL SOCIETY, EMILY FOOD SHELF AND THE CASS COUNTY FAIR. ALL IN FAVOR. MOTION CARRIED.

Regarding Mark Werner Work. Comp claim update, he has been cleared to attend meetings, and go on fire calls and medical calls as long as he follows physical restrictions of lifting no more than 10 pounds and is not doing activities that are beyond his restrictions.

Cass County has supplied easement contracts with four property owners that are involved in the Longwood Point Bridge replacement. Datzman to contact these parties for signatures and easement payments to the property owners will be submitted to CLT.

MOTION SKJOLSVIK, 2ND DONNAY TO ADOPT RESOLUTION 2022-007 TO SPEND \$24,611.87 ARPA FUNDS ON LOST REVENUE REPLACEMENT CATEGORY. ALL IN FAVOR. MOTION CARRIED.

BOARD OF AUDIT

Members present: Mark Skjolsvik, Connie Glass, Pat Bennington, Tim Donnay, Jim Thielen, LeAnn Werner, and Terri Datzman.

A random number of receipt and disbursement transactions were cross-checked between Treasurer books and Clerk books. MOTION GLASS, 2ND DONNAY TO ACCEPT THAT THE TOWN BOARD SUPERVISORS REVIEWED DISBURSEMENTS AND RECEIPTS, AND TREASURER REGISTER MATCHED CLERK REGISTER. NO DISCREPANCIES WERE NOTED. ALL IN FAVOR. MOTION CARRIED.

Discussion as to Township budget needs. Blade truck was replaced on lease program without raising Road and Bridge levy. Canister Station building was replaced. Lumber prices are high, class 5 has gone up, fuel prices, employee wages. Cold storage building needs replacing, dump truck needs replacing. Board to recommend 4% increase (\$17,264.00) in 2022 levy toward general fund for collection in 2023.

The 2021 levies approved last year for collection in 2022 were: General Revenue \$177,000.00, Road and Bridge \$167,200.00 and Fire Fund \$87,400.00 for a total of \$431,600.00. Board to recommend at annual township meeting the following levies for 2022 to be collected in 2023 would be: General Revenue \$194,264.00, Road and Bridge \$167,200.00 and Fire Fund \$87,400.00, for a total of \$448,864.00.

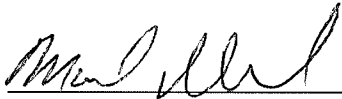
Supervisor Reports: **DONNAY**- Would someone open/close biffy for dog sled races? Jim Thielen offered to. **SKJOLSVIK**-Treasurer would like wireless mouse for computer, Thielen to purchase. **THIELEN**-Asking that anyone with updates to website let him know. Enbridge emergency information to be added to website.

Clerk Report: Information from Northern Drug Screening, our 3rd party Drug and Alcohol Administrator states that CLT must be registered with FMCSA Clearinghouse, I will do the registration.

Citizen Report: David Thompson states that dust control group has met, and will meet again before annual meeting to consider environmentally friendly chemical. Will possibly consider a test strip of road to see if effective. Glass to see if residents would consider that chemical at a possibly higher cost for 2022 application.

MOTION GLASS, 2ND BENNINGTON TO AUTHORIZE FEBRUARY 2022: PAYROLL CHECKS #19952-19964 TOTAL AMOUNT \$6,535.18. CLAIMS # 18914-18935 CHECK #19965-19986 TOTAL AMOUNT \$16,828.40, ACH373 IRS MONTHLY PAYMENT \$1,608.53, ACH374 PERA MONTHLY. ALL IN FAVOR. MOTION CARRIED.

MOTION DONNAY, 2ND THIELEN TO ADJOURN AT 8:17PM. ALL IN FAVOR. MOTION CARRIED.



Mark Skjolsvik, Chairman Supervisor, Crooked Lake Township

3-10-2022

Date



Terri Datzman, Clerk, Crooked Lake Township

3-10-2022

Date