

Approved Minutes

CROOKED LAKE TOWN BOARD MONTHLY MEETING MINUTES – May 12, 2022

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

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

Citizens present: David Swane, Carl Johnson, 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 DONNAY, 2ND BENNINGTON TO ACCEPT 4/14/22 BOARD MINUTES. ALL IN FAVOR. MOTION CARRIED.

MOTION GLASS, 2ND DONNAY TO ACCEPT 4/20/22 BOARD OF APPEAL AND EQUALIZATION MINUTES. ALL IN FAVOR. MOTION CARRIED.

Treasurer Report: April 2022 - beginning balance \$312,381.31 + receipts \$15,815.69 - disbursements \$57,302.53 (outstanding checks \$3,202.59) = ending balance \$274,097.06, balances to bank. The board of directors at Crow Wing Power authorized a capitol credit payment for members using their service from January-December 2021. They deducted the credit amount of \$337.89 from maintenance building electric account that had an amount due of \$240.72. This leaves a credit balance of \$97.17 that will be carried over for next month. They chose that account to credit. Donnay asked about monitor expense on disbursement report. Usherwood to get model numbers, Donnay to add to MATIT insurance.

CLVFD Report: Fire Chief, Nick Usherwood: Incidents: fire/accident-1, medical 8. Equipment: ordered new floating suction screen. Training: highway safety/scene setup, 4 firefighters went to Wilmar Fire Conference. Will try to send firefighters each year, who will update rest of crew with training information.

OQR Report: Chief Terri Datzman: trauma-1, motor vehicle accident-1, difficulty breathing-1, medical -5, lift assist-1 for a total of 9. MOTION SKJOLSVIK, 2ND BENNINGTON TO APPROVE KELSEY MURRAY AS NEW EMT, ALL TRAINING HAS BEEN FULFILLED. ALL IN FAVOR. MOTION CARRIED. Standard Operating Procedures have been worked on for 5 months and updated. MOTION SKJOLSVIK, 2ND GLASS TO APPROVE OQR UPDATED STANDARD OPERATING PROCEDURES. ALL IN FAVOR. MOTION CARRIED.

Road and Equipment Report: We have collected road samples for Perma-Zyme application and sent them in, we picked up the sprayer to spray the chemical with, doing a lot of cleanup and maintenance on the roads. All the winter equipment is put away.

David Swane, 4963 Woodlake Blvd. NE spoke regarding possible road easement to reinstall his existing septic system. A company had installed a septic system. Had issues and some work done. Due to seeping, drain field has been deemed non-compliant. Lawyers involved, Dan Switzer and County making recommendations. At this point, needs to move septic drain field 10 feet closer to road setback and 5' onto neighbor's setback. Neighbor has given verbal approval. Homeowner to have lawyer draw up easements. MOTION BENNINGTON, 2ND DONNAY THAT CLT HAS NO OBJECTION TO ATTORNEY DRAFTING AN EASEMENT, WHICH WILL BE LOOKED AT BY TOWNSHIP ATTORNEY AND BROUGHT TO ANOTHER BOARD MEETING FOR APPROVAL. ALL IIN FAVOR. MOTION CARRIED.

Discussed changes to Employee Policy, looking at Usherwood proposals. Looked closely at proposed language of: "Call Back: When an employee is called back to work outside his regularly posted schedule, he/she shall be paid for a minimum of Two (2) hours' time at one and one-half (1 ½) his/her Regular base rate of pay. An extension or early report to a regularly scheduled shift does not qualify the Employee for the Two (2) hour minimum." And: "Snowplowing and emergency work prior to the normal scheduled work day shall be paid for at one and one half (1-½) times the Employee's regular straight time rate of pay." It was discussed that an employee expected to work well before shift starts or well after should be compensated for those approved situations due to extenuating circumstances. Changes were made to proposed policy and will be brought to June meeting. It was also mentioned

that Board looks at pay schedule and benefits at January reorganizational meeting, and other similar employee pay scales/benefits should be reviewed.

Budget discussion tabled to July, when levy money should be received.

MOTION GLASS 2nd DONNAY TO ADOPT RESOLUTION 2022-11, APPROVING THE LIQUOR LICENSE APPLICATIONS OF: VILLAGE INN, SHADBERRY, CHANNEL AND OUTING GROCERY/LIQUOR. ALL IN FAVOR. MOTION CARRIED.

Carl Johnson asked if the Board will consider applying the new "non corrosive" road spray to his business parking lot, Red Pine Motors. Carl will pay the cost for 9,000 sq ft of coverage. Carl also asked if the township would be willing to add the ATV trail in front of his business to the road test CLT will be performing. Approx. 2400sqft of trail. (8'x300'). Township is unable to perform ANY work on private roads or property.

Supervisor Reports: **DONNAY**- regarding new storage building, received building permit, now waiting to get word on contractor schedule. **GLASS**- CLVFD will work clean-up day 6/11/22 starting at 7AM. Need about 4 more workers (must be at least 18 yr. old and capable of lifting heavy items) paid at \$20 an hour. Envirotech, the company that spreads calcium chloride pushed back application to late June, Glass contacted County to see if we can piggyback on theirs if done earlier and at lower cost, they stated end of June as well. Glass was able to get Envirotech to come Thursday, May 19, weather permitting. Glass and Bennington to stake roads and ride truck when applied, as this puts a burden on Maintenance Dept. to prep roads. Regarding homeowner email on water diversion issues at 1138 Sunset Hill Rd., driveway culverts seem to be placed where we recommended, water is running the same direction as before work started, and Board does not feel it is a right-of-way issue. Glass to respond to individual and let them know they can come to CLT Board meeting if more questions. **SKJOLSVIK**- participated in Quarterly Emergency Management meeting, nothing new to report. Survey 1,2,3 meeting very informative, liked the hands-on format. Should have invited Usherwood to training, will pass on information. Lakes and Shores was asked to test nets for AIS villgers. MOTION SKJOLSVIK 2ND GLASS TO AUTHORIZE LAKES AND SHORES TO PURCHASE TWO NETS AT A COST NOT TO EXCEED \$400.00, AND TO COVER 25% OF TESTING COSTS NOT COVERED BY THE COUNTY. ALL IN FAVOR. MOTION CARRIED.

List of road test sites was submitted by dust control committee/Maintenance Dept. Looking at approx. 3.2 miles of road with varying features. The Chamber has agreed to donate \$12,000 and the ATV Club \$2,500, leaving the CLT portion about \$7900. A used sprayer was found to use in application, and can be used in other work, too. MOTION GLASS, 2ND DONNAY TO PURCHASE USED SPRAYER AT COST NOT TO EXCEED \$850.00. ALL IN FAVOR. MOTION CARRIED.

Clerk Report: 7 of the 8 easements needed for Longwood Pt. bridge have been signed, Gouze property, managed by Northern Waters Land Trust, spoke with Tom Wilson of Erickson Engineering on a couple of details, waiting to finalize paperwork. Election Judge training coming up this summer, MOTION BENNINGTON, 2ND DONNAY TO SET ELECTION JUDGE WAGES AT \$15/HR. AND HEAD JUDGE AT \$16/HR. ALL IN FAVOR. MOTION CARRIED.

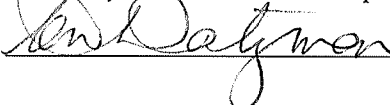
Usherwood found the tax-exempt bond was issued by CLT \$75369.00 on 7/13/21 for SCBA lease. Received thank you's from: Family Safety Network, Northland Area Family Center, Crisis Line and Referral Service, First Call 211, Support Within Reach. Having difficulty completing SAM re-registration due to documents needed to prove we are Crooked Lake Township. Datzman to contact Reno Wells, possibly MAT and Cass County.

MOTION GLASS, 2ND THIELEN TO AUTHORIZE MAY 2022 PAYROLL CHECK #20062-20072 TOTAL \$6,928.83. CLAIMS #18986-19004, CHECK #20073-20091 TOTAL \$31,486.06, ACH380 IRS MONTHLY PAYMENT \$1,812.01, ACH381 PERA MONTHLY PAYMENT \$1,105.12. ALL IN FAVOR. MOTION CARRIED.

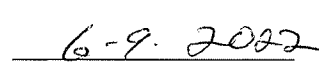
MOTION BENNINGTON, 2ND THIELEN TO ADJOURN AT 8:26PM. ALL IN FAVOR. MOTION CARRIED.



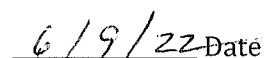
Mark Skjolsvik, Chairman Supervisor, Crooked Lake Township



Terri Datzman, Clerk, CLT



Date


_____ Date