

Approved Minutes

CROOKED LAKE TOWN BOARD MONTHLY MEETING MINUTES – July 14, 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: Dave Olson (+ 2 names I couldn't read)

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 BENNINGTON TO ACCEPT 06/09/22 BOARD MINUTES. ALL IN FAVOR. MOTION CARRIED.

Treasurer Report: June 2022 beginning balance \$260,056.42 + receipts \$178,475.41 – disbursements \$233,911.39 (outstanding checks \$27,392.15) = ending balance \$232,012.59 (balances to bank). I have filed the 2nd quarter IRS tax return, and the MN Unemployment Insurance Report. We received a letter from PERA that the township will be receiving a \$294.70 credit to be deducted from our payment next month as a refund. It is for the deductions paid for employee Terry Usherwood, who did not meet the annual pay threshold from the period of 5/1/20 to 3/31/22. He will also be receiving a refund from PERA for his portion that was paid into PERA. Included a Cash Control Statement as of 7/14/22.

CLVFD Report: Fire Chief, Nick Usherwood: incidents: fire/accident 3, medical 5. Equipment: MOTION SKJOLSVIK, 2ND GLASS TO BUY RAPID DEPLOYMENT CRAFT FOR WATER/ICE RESCUE AT A COST NOT TO EXCEED \$5,000. ALL IN FAVOR. MOTION CARRIED. Training: traffic control for clean-up day, regular training was canceled due to storm.

OQR Report: Chief Terri Datzman: incidents: fire standby-1, medical-1, chest pain-1, lift assist-2, total of 5. Training: pit crew CPR and respiratory emergencies along with Emily 1st Responders given by CMRC. We have a great partnership with Fire Dept. in trainings, working on a new vehicle and on fundraisers!

Road and Equipment Report: The dump truck went in and got a sensor replaced. Been continuing our storm damage clean up. Started our first cut brushing. We will be doing Beulah Township again this year. Moritz to crush class 5, will still need some for base if dust control applied. Sunset Hill PermaZyme is being applied next week. MOTION BENNINGTON, 2ND SKJOLSVIK TO APPROVE 7,000 YARDS OF CLASS #5 TO BE CRUSHED THIS YEAR TO BE PUT DOWN IN 2023. We will be doing a small road repairs project on Shady Lane, culvert work and ditch work. We need to replace the pump on the sprayer \$1500.

Typo 3rd paragraph Employee Policy change “policy is not “to” be construed”. MOTION SKJOLSVIK, 2ND THIELEN TO ADOPT REVISED EMPLOYEE POLICY. ALL IN FAVOR. MOTION CARRIED.

MOTION BENNINGTON, 2ND DONNAY TO CERTIFY ELECTION JUDGES: MARLIES BRINKMAN, SAMANTHA CROATT, TERRI DATZMAN (HEAD JUDGE), KURT HOFFMAN, KATHIE HUETTL, JAN JUREK, JANE MCKINLEY, KATHRYN PFAFF, LYNN REMINGTON, JIM REMINGTON PENDING COMPLETION OF ALL TRAININGS. ALL IN FAVOR. MOTION CARRIED.

MOTION BENNINGTON, 2ND THIELEN TO ADOPT RESOLUTION 2022-13 TO ACCEPT DONATION FROM LAKE WASHBURN ASSOCIATION OF \$200.00 TO OQR AND DONATION FROM OUTING CHAMBER OF \$1063.00 TO REIMBURSE PAYMENT TO NORTHLAND PRESS FOR SPECIAL EDITION AND FROM OUTING CHAMBER \$5000 TO OQR AND \$3000 TO CLVFD AND FROM OUTING CHAMBER \$1067.36 TO REIMBURSE COST OF FUNDRAISER KIDS CHRISTMAS PARTY TENT RENTAL AND FROM CHAMBER \$735.06 REIMBURSE RENTAL TENT FOR CORN FEED. ALL IN FAVOR. MOTION CARRIED.

MOTION SKJOLSVIK, 2ND DONNAY TO ADOPT RESOLUTION 2022-14 TO SPEND \$32,019.69 ARPA FUNDS ON LOST REVENUE REPLACEMENT CATEGORY. ALL IN FAVOR. MOTION CARRIED.

All permanent easements for Longwood Pt. Bridge Project filed and approved by Cass County, and temporary slope easements on file. Engineer Darrick Anderson had several questions as to Cass County helping (advertising and opening bids) and some inability to provide help (consultant and inspector). Bennington and Datzman to meet with him to answer his and our questions. Anticipate advertising for bids soon.

2022 Clean-up Day Report: 2022 Clean-up Day Costs: American Disposal \$7,995.14 + Labor \$1,746.60 = \$9,741.74 - Beulah Invoice \$1,110.52 = \$8,631.22 CLT cost. Crooked Lake drop off = 155 and Beulah drop off= 25. August 10, 2022 is County Hazardous Waste pickup in Crooked Lake.

Supervisor Reports: **DONNAY-** townhall rent currently \$50, some people not returning keys same day, come back next day to cleanup, unless major damage the deposit of \$50 given back. MOTION DONNAY, 2ND SKJOLSVIK TO INCREASE THE TOWNHALL RENT TO \$100 PER USE. ALL IN FAVOR. MOTION CARRIED. Loan for new pole building, USDA and ARPA grants not coming through. MOTION DONNAY, 2ND BENNINGTON TO SECURE A 5-YEAR LOAN AT NO MORE THAN 3% INTEREST WITH UNITY BANK FOR THE AMOUNT OF \$125,000 WITH BIENNIAL PAYMENT IN JANUARY AND JULY. ALL IN FAVOR. MOTION CARRIED. Concrete for new pole building – MOTION DONNAY, 2ND GLASS TO ACCEPT THE ACM PROPOSAL AT A COST NOT TO EXCEED \$30,800. ALL IN FAVOR. MOTION CARRIED. Discussion as to prep the new building for in-floor heat and plumbing, Motion Donnay, failed for lack of a 2ND. Electrical for new pole building, MOTION DONNAY, 2ND GLASS TO ACCEPT OLSON ELECTRIC ESTIMATE TO WIRE NEW STORAGE BLDG. AND REPLACE ELECTRIC TO CANISTER STATION BLDG. AT A COST NOT TO EXCEED \$9500.00. ALL IN FAVOR. MOTION CARRIED. Old tin storage bldg. will not be torn down until all equipment and supplies are moved, possibly next year. Will store leftover plywood from bldg. construction. Will add the new pole building to our CLT Matit insurance policy. **SKJOLSVIK-**Emergency Management Mtg. July 26, Lakes 'N Shores report: park plantings look good, MOTION SKJOLSVIK, 2ND GLASS TO APPROVE PURCHASE BY LAKES 'N SHORES OF PVC MONOFILAMENT FISH LINE CANISTERS, COST NOT TO EXCEED \$250.00. ALL IN FAVOR. MOTION CARRIED. MOTION SKJOLSVIK TO APPROVE PURCHASE BY LAKES 'N SHORES OF BANNERS TO PROMOTE "GET THE LEAD OUT" AT A COST NOT TO EXCEED \$800.00. ALL IN FAVOR. MOTION CARRIED. MOTION SKJOLSVIK, 2ND GLASS TO APPROVE PURCHASE BY LAKES 'N SHORES OF PROMOTION MATERIALS FOR BOOTH AT CORN FEED AND 10-YR ANNIVERSARY CELEBRATION LABOR DAY WEEKEND AT LUSCHER'S PARK AT A COST NOT TO EXCEED \$2000.00. ALL IN FAVOR. MOTION CARRIED. CLT Board wants to keep Road Ambassador Program going, Board Members will attend meeting July 25, 2022 @ 3PM to communicate what to do when storms cause problems. Individual on Wood Lake Blvd. had driving difficulty with speeds and visibility of another vehicle. Bennington and N. Usherwood to check out curve and possible trimming of resident's bushes if in ROW, with permission. **THIELEN-** Pickleball set purchased, is in locked storage cabinet @ Luscher's Park, code 2022, will work with maintenance crew on power washing court and new lines painted. Changed website with links to County on ordinances.

Citizen Report: a couple inquired as to placing a tent across from Luscher's Park for a wedding. Discussion as to safety of parking and people crossing to park. Board agreed Luscher's is a public park and they can put up a tent by the Pavilion and hold a gathering, no overnight camping is allowed.

Clerk Report: Attended an invitation to Cass County Long Range Transportation Plan Zoom, mentioned fatal intersections crashes Hwy. 6 and Cty. 58 and if County threshold of 150 cars per day Rd. 160 could be paved from Cty. 48 to Cty. 7. Will continue to participate.

MOTION SKJOLSVIK, 2ND DONNAY TO AUTHORIZE 6/16/22 CLAIM #19034, CHECK #20153 @ \$184.00 TO CASS COUNTY TREASURER AND 6/27/22 CLAIM #19035, CHECK #20154 \$23,578.00 TO NORTHLAND BUILDERS. JULY 2022 PAYROLL CHECK #20155-20168. TOTAL \$12,187.06 (VOID CHECK #20169 DUE TO PRINTING ERROR). CLAIM #19036-19069, CHECK #20170-20203 TOTAL \$34,737.81, ADDED LAST MINUTE CLAIM 19070 CHECK #20205 \$735.06 (CHECK 20204 ACCIDENTLY SKIPPED, WILL USE NEXT MONTH). ACH384 IRS MONTHLY PAYMENT #3,248.65, ACH385 PERA MONTHLY PAYMENT \$2,054.07, ACH 386 MN STATE QUARTERLY TAX \$935.00. ALL IN FAVOR. MOTION CARRIED.

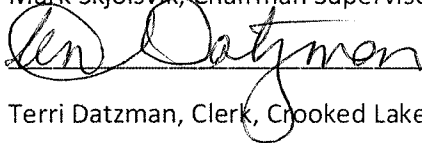
MOTION BENNINGTON, 2ND DONNAY TO ADJOURN AT 8:33PM. ALL IN FAVOR. MOTION CARRIED.



Mark Skjolsvik, Chairman Supervisor, Crooked Lake Township

8-11-2022

Date



Terri Datzman, Clerk, Crooked Lake Township

8-11-2022

Date