

Approved Minutes

CROOKED LAKE TOWN BOARD MONTHLY MEETING MINUTES –OCTOBER 10, 2024

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

Members present: Mark Skjolsvik, Jim Thielen, David Thompson, Brian Palkovich, LeAnn Werner, and Terri Datzman. Member missing: Connie Glass.

Citizens present: Nancy Toth, Bob Eddy, Vicki Lipstreuer, Glen Goodwin, Nick Usherwood, Connie Pollock

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 PALKOVICH, 2ND THOMPSON TO ACCEPT 09/12/24 BOARD MINUTES. ALL IN FAVOR. MOTION CARRIED.

Treasurer Report: September-beginning balance \$465,214.54 + receipts \$28,252.26 - disbursements \$65,514.64 (outstanding checks \$12,132.18) = ending balance \$429,983.34 (balances to bank). Claims processed after September meeting with board approval: claim #19815-19817 check #21394-21396 total \$8,398.00. IRS, MN Dept of Revenue, and MN Unemployment quarterly returns are completed. CTAS 2024 update has been completed. There were some changes required by the state made to payroll in regards to reporting ESST, comp hours, vacation, and sick time. These all now show up on employee paystubs. I also had to go in and add PERA employee identification numbers, and exclusion codes for those excluded, to each employee file as requested by PERA so that they will be printed by CTAS on the PERA annual exclusion report send in each year.

CLVFD Report: Incidents-fire/accident 2, medical 4. Equipment- New (635) Has been delivered. It has been put into service but is not 100% complete with gear and inventory. Radio out of old 635 needs to be installed into new 635, Maint. crew will install. Old 632 has been sold for \$5,000, thank you - David Thompson. Old 635 should be sold, Thompson and Usherwood to determine value and put up for sale. Training - low angle rescue

OQR Report: We had 8 calls for September. Donation received from Steve and Denise Beneke for Jay Day \$ 336.00. Stocked responder supplies on new rig. Talked with Jim about adding to the budget levy \$4,000.00 for responders for training, equipment and supplies.

Road and Equipment Report: Employees completed the class-5 onto the roads completing that were damaged from the June storms. The townhall parking lot got swept clean of debris. The canister station was cleaned off with all of the brush around the fence cut down. A spillway was created next to the canister station to help get the storm water to drain way from the dumpsters and parking lot. As conditions allowed our roads were bladed. The mowing of roads has begun. We're mowing two passes where needed. Brush and grass was cut down around our road culverts. The class-5 that was hauled to our shop was used to gravel the beginning of Peninsula Road. Time was spent measuring the washouts from the June storms. FEMA requested this information. We have had a meeting with FEMA to input all our costs. We're waiting for FEMA to get back to us if anything else is needed. We did work for Beulah and Cass County on their roads, mowing and culvert cleaning.

CLVL Report: Report was sent, not received prior to meeting and forwarded to Board. Looking to get a secure network in library, Thielen to look into. Received copy of by-laws. Insurance increased by \$100.00. Will report 3rd quarter financials at Nov. Board meeting. Holes patched around building. Looking for 2025 donation for printer.

Cass County received resident request to change name of 56TH AVE NE in Crooked Lake Township to match the "local" road name of BEAR PAW RD NE. The residents on that maintained road have signed off. CLT is not opposed.

Thielen received estimate of \$3000 to steam ice dam off Emergency Services Bldg. each occurrence. Also looked into heating coils installed estimate cost of \$7800 plus electrician to install, we currently have a standing motion to spend up to \$6k on this project. MOTION THIELEN, 2ND PALKOVICH TO APPROVE UP TO \$4000 MORE FOR HEATING COIL INSTALL. ALL IN FAVOR. MOTION CARRIED. Thielen to look into warranty and get referrals.

Looked at proposed postcard for 2025 Clean-Up Day, some suggestions on title, what material is and is not taken. Will discuss November meeting. Lakes Printing estimate of qty. of 1200 for 6 X 8 postcard, printing and mailing is around \$760.00.

MOTION PALKOVICH, 2ND THOMPSON TO ADOPT RESOLUTION 2024-23 ACCEPTING DONATION FROM JAY DAY CELEBRATION - DENISE AND STEVE BENEKE TO OQR IN THE AMOUNT OF \$336.00. ALL IN FAVOR. MOTION CARRIED.

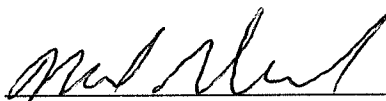
Supervisor Reports: **SKJOLSVIK**-Oct. 22 there is an Emergency Management meeting in Backus, Thompson to try and attend. Received inquiry into a donation from Clint Converse of picture (corner of Washburn Lake by the Pug Hole) as a recognition to Jim Witkus. Skjolsvik will check size and it can go in townhall or library. CCAT mentioned government website must be .gov by 2025, and getting language as to resolution regarding age limitation on cannabis sales. **PALKOVICH**-orange tags on garbage is working, My Store \$690 short on tag money, will be collected. **THOMPSON**- tractor mower is not working due to metal in transmission, estimate of \$10,000 for repair and probably can't be done soon, and is necessary for fall leaves and road clean up. MOTION THOMPSON, 2ND PALKOVICH TO RENT OR PURCHASE USED OR REPAIR TRACTOR AT A COST NOT TO EXCEED \$15,000.00. ALL IN FAVOR. MOTION CARRIED. Need a stockpile of class 5 for any road repairs, already paid for, stored at Moritz. MOTION THOMPSON, 2ND PALKOVICH TO CONTRACT WITH SWENSON AGGREGATE TO HAUL 150-200 YARDS AT A COST NOT TO EXCEED \$1500.00. ALL IN FAVOR. MOTION CARRIED.

Lakes N Shore made a 2025 budget request of \$30,000.

In an ongoing process to have a balanced budget for 2025, and begin to build emergency reserve funds, Thielen presented actual 2024 expenses to budget. Discussion as to budgeting a reserve for General Fund, Fire Fund and Road / Bridge Fund. Will look at line items at November meeting.

MOTION THOMPSON, 2ND TO AUTHORIZE OCTOBER PAYROLL CHECK #21397-21408 TOTAL \$10,078.60. CLAIMS #19818-19831 CHECK #21409-21422 TOTAL \$5,781.86, ACH479 BEST OIL \$2,406.40 WILL BE PROCESSED ON 10/15/24, ACH480 IRS MONTHLY DEPOSIT \$2,605.97, ACH481 PERA MONTHLY DEPOSIT \$1,658.23, ACH MN DEPT OF REVENUE MONTHLY DEPOSIT \$368.07, ACH 483 VISA \$1,263.90. ALL IN FAVOR. MOTION CARRIED.

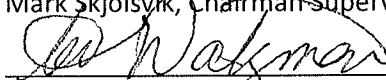
MOTION THIELEN, 2ND THOMPSON TO ADJOURN AT 7:59PM. ALL IN FAVOR. MOTION CARRIED.



Mark Skjolsvik, Chairman-Supervisor, Crooked Lake Township

11-14-2024

Date



Terri Datzman, Clerk, Crooked Lake Township

11-14-24

Date