

Edna Township
Regular Board Meeting
January 17, 2022
Dent Community Center, 201 Birch St, Dent MN 56528

The meeting was called to order at 7 pm. and began with the Pledge of Allegiance.

Dennis Sazama, Gary Schattschneider, Ben Bucholz, Echo Dockter and Karen Marthaler were present.

The agenda was reviewed. Bucholz motioned to accept agenda with changes. Sazama 2nd the motion and it passed unanimously.

The clerk's report of the December meeting was reviewed. Sazama motioned to accept it as presented. Schattschneider 2nd the motion and it passed unanimously.

The treasurer's report showed receipts of \$4,147.84, disbursements of \$7,689.14 and working capital of \$524,995.77. Sazama motioned to accept the report as presented. Bucholz 2nd the motion and it passed unanimously.

There were no bounties to be paid. Dockter reported that the letter to request the bounty payment from the county had been mailed.

The claims for payment were reviewed. Sazama motioned to pay the claims as presented. Bucholz 2nd the motion and it passed unanimously. Bucholz motioned to approve the transfer of \$43,954.76 from the money market account to the checking account. Sazama seconded the motion. Each of the supervisors voted to approve the motion.

Phone calls this month included a calls from Jeff Guck, from Rush Lake, and Justin Kirchenwitz, from Dead Lake, to Bucholz regarding South View Lane. Arnold Gietza from Dead Lake attended the meeting to talk about snow plowing South View Lane. This road is not in Edna Township.

Schattschneider received a call from Tyler Doll, 41341 Fawn Oaks Road, regarding his mailbox being hit by the snowplow. The mailbox policy was discussed and Tyler mentioned he might pursue getting a swing away mailbox support in the future. Gary thanked Tyler for the call and letting us know.

Keith Brokke, from Engstrom Beach, was present and presented a proposal to have the landowners install 500-600 feet of snow fence in the beach area. The Board expressed concerns about installing snow fence on private property. Brokke stated that the landowners are will to do the installation and the removal if the township would purchase the snow fence and the posts. The Board agreed to look into the costs and the liability before next Fall. Schattschneider agreed to work on this issue.

Perham Township requested an Edna supervisor attend their February 7th meeting to discuss the town line road. Bucholz volunteered to attend this meeting. (Note – he later found he had a conflict and Sazama volunteered to attend). Sazama volunteered to visit with Joan Covington regarding the trees in the road right of way on the property across from her home. The trimming of the trees overhanging N Little McDonald Dr has been on hold waiting for this permission, so that all the work could be done at one time.

The possibility of a living snow fence on the Jason Schultz property adjacent to W Little McDonald Dr was discussed. There are some spots that are prone to huge drifts every year. A snow bank snow fence has been built since the December meeting. Sazama looked into the ASCS about providing trees. He was told the landowner would have to request the trees and agree to put the land in to CRP. Options were discussed.

There are trees on E Big McDonald Dr in the road right of way that need to be cut. Sazama will mark the trees. He already has the landowner's written permission for this to be done.

Correspondence included the reminders for the East Otter Tail Association of Townships meeting on March 6th, at Thumper Pond and October 24 in Deer Creek, document requests from Dead Lake and Larry Helsene, brochures from MN LTAP and the seal coat pre-bid packet from Otter Tail County Highway Department. The seal coat roads and lengths were verified and Sazama signed the acknowledgement page. Dockter will fax the packet back to the highway department. The Board discussed the review of policies that needs to be done. They agreed to table this project until April.

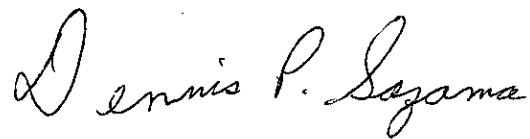
Dockter presented the contract from Turn2Creative to provide full service for the website and the township email accounts. The rate for 1 year will be less than \$1300 and will include the domain, hosting and email fees and updating the website as needed. The clerk will provide the Minutes and any other files needed. Sazama motioned to accept the contract. Bucholz seconded the motion and it passed unanimously. The contract will start February 1, 2023.

The 2024 Budget was reviewed. The plan to continue restoring/rebuilding the gravel roads was discussed and figured into the projected budget line items. 2024 would be the 3rd year of the 3 year plan to get all gravel roads done. The 2024 budget to be presented at the annual meeting will total \$402,000, with the levy to be set at \$336,000. This is an increase in the levy amount. This will be the first increase in 2 years. Schattschneider will include an explanation in the report he prepares for the annual meeting.

The supervisors conducted the Annual Audit. The receipts and claims are reviewed at every monthly meeting so only a sampling of those documents are checked at this meeting. Receipts numbered 588, 596, 601, 606 and 614 were verified. Disbursements numbered 3741, 3762, 3837, 3788 and 3874 were verified. The clerk's and treasurer's ledgers matched exactly.

The clerk and treasurer provided bank statements, receipts, ledgers and fund balances.

The meeting was adjourned at 9:19 pm.

A handwritten signature in black ink that reads "Dennis P. Sazama". The signature is written in a cursive style with a large initial 'D'.

January 17, 2023

Keith & Lynne Brokke
~~Tom Marbala~~
Anward Coetzee -




Date Range : 1/1/2023 To 1/20/2023

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
01/17/2023	Minnesota Department of Revenue	Payroll withholding - deposited on -line	3468	\$233.07	100-41110-103-	Council/Town Board	\$233.07
01/17/2023	United States Treasury	Form 944 Deposit - medicare taxes for employer and employees and withholding, via EFT	3469	\$289.65	100-41110-103-	Council/Town Board	\$289.65
01/17/2023	Forum Communication Company	Publishing notice of filing, included annual meeting and election info	3470	\$27.39	100-41131-351-214	Publishing	\$27.39
01/17/2023	Otter Tail County Treasurer	Sand and salt - for November	3471	\$993.53	201-43125-240-401	Ice and Snow Removal	\$993.53
01/17/2023	Otter Tail East, County Association	Dues for 2023:\$632.48 - State; \$90 County	3472	\$722.48	100-41110-433-	Council/Town Board	\$722.48
01/17/2023	City of Dent	Annual Rent	3473	\$1,500.00	100-41140-412-	Hall Rent (Paid)	\$1,500.00
01/17/2023	Sonnenberg Excavating	Brushing E Little MC and 398th - October	3474	\$8,837.50	201-43147-224-413	Brushing	\$8,837.50
01/17/2023	Sonnenberg Excavating	Snowplowing - November and December	3475	\$29,848.41	201-43125-224-	Ice and Snow Removal	\$29,848.41
							Total \$ 42,452.03

Date Range : 1/1/2023 To 1/20/2023

<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>
				\$42,452.03			\$42,452.03

Total For Selected Claims

	Benjamin D. Buchholz	Town Supervisor				1-17-23	
	Dennis P. Szama	Chair, Town Supervisor				1/17/23	
	Gary Schattschneider	Town Supervisor				1/17/23	