

The meeting was called to order at 8 p.m. and started with the Pledge of Allegiance.

Bill Norris, Dennis Sazama, Carol Nelson, Echo Dockter and Karen Marthaler were present.

The agenda was reviewed. A motion was made, seconded and passed unanimously to accept the agenda as presented.

The Clerk's report was reviewed. A motion was made, seconded and passed unanimously to accept the report as presented. The Treasurer's Report showed receipts of \$10.71, disbursements of \$23,217.35 and working capital of \$239,333.44. A motion was made, seconded and passed unanimously to accept the report as presented.

The claims for payment were reviewed. In a rare break from normal policy the claim for Carr's Tree Service bill for spraying poison ivy, and the claim for Tyler Sazama for \$75.00 for beaver bounty were added at the meeting. The new claims total is \$6886.24

Dennis gave the Road Authority Report. The shouldering progress on Spur road is progressing. The rip rap on South Little McDonald is done and looks good. The rip rap and culvert repair on West Paul Lake Dr. is done and also looks good. Stripping is also done. South Little McDonald shouldering has been started. The trees on 400<sup>th</sup> and 398<sup>th</sup> have not been cleaned up yet. The dip on 395<sup>th</sup> is still a problem. Dennis said Howard's Driveway is not answering the phone right now. Tory Sonnenberg will look at doing a cold patch on this spot to get us through the winter. During the meeting Tory was able to contact Newling Asphalt Services to have them will repair this dip.

The Access Permit Policy was reviewed and discussed. At this time it is not being used consistently. There is confusion regarding the fee. One of the issues raised involved township liability for use of the road right of way, mostly snowmobiles. Agreement was reached to retain the access approach policy with an amendment. See attached Resolution to amend the Access Approach policy. The amendment will remove all fees if the work is done by a bonded contractor. Fees will only be required if a landowner is building his own approach. The Resolution passed unanimously.

Carol presented a request from Joan Covington regarding mowing later to preserve butterfly habitat. There was discussion about waiting too long, and causing more problems for the snow plowing. The cracks on North Little McDonald are scheduled for repairing next Spring.

#### County Highway Department Resolutions

1) Winter Maintenance – sand and salt. Edna township will be purchasing sand and salt . The Resolution passed unanimously.

2) Township Road Mileage Certification, certified at 50.70 miles

3) 2017 Seal Coat and 2017 Traffic Marking. Edna Township is not interested.

Correspondence was reviewed.

Unfinished business includes the road signs. The chevron signs are ready and the additional posts. Bill will pick them up. One of the STOP signs has been replaced. We are still trying to get ahold of Dave to find out about the other posts. Bill has checked into a 4 drawer fire proof file cabinet. It will cost about \$600. A motion was made, seconded and passed unanimously to allow Bill to purchase the fireproof file cabinet.

The East Otter Tail Association of Townships meeting is on Tuesday, October 25, meal at 7 pm meeting to follow, Echo and Karen are planning to attend.

Meeting adjourned at 9:15.

October 18, 2016

~~Terry Marshall~~

DARRON NORRICK

Allen Dampman

Jeff Spino

~~Unfinished~~

**RESOLUTION**

**AMENDING THE ACCESS APPROACH POLICY**

**WHEREAS**, The Edna Township Board has determined that the Access Approach Policy needs to be changed to eliminate any fees if all work is done by a bonded contractor.


**BE IT RESOLVED** that the attached Access Approach Policy has been amended and will be effective as of October 19, 2016. This policy may be amended from time to time as needed.

Adopted this 18<sup>th</sup> day of October, 2016 by the Board of Edna Township



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Chairperson



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Attest: Clerk

Date Range : 10/15/2016 To 10/15/2016

<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>
10/15/2016	Echo Dockter 2923	Reimbursement for computer backup and postage	2881	\$79.59	100-41110-200-	Council/Town Board	\$79.59
10/15/2016	Sonnenberg Road Maintenance, LLC 2924	Road Grading for September	2882	\$3,588.00	201-43122-224-402	Unpaved Streets	\$3,588.00
10/15/2016	Forum Communication Company 2925	Noxious Weed notice	2883	\$48.65	201-43260-352-	Weed Control	\$48.65
10/15/2016	MATIT - MN Assoc. of Townships 2926	Consolidated Coverage for 2017, increase Clerk and Treasurer Bond Limit to \$200,000	2884	\$1,475.00	100-49240-360-	Insurance - Unallocated	\$1,475.00
<b>Total For Selected Claims</b>				1170.00			\$5,191.24
LOT PROS LMC 2927				6361.24			6361.24
Carr's Tree Service 2930				450.00			6811.24
Tyler Sorenson 2951				686.24			6886.24
Carol Nelson	<i>Carol Nelson</i> Town Supervisor			6886.24			10/18/16 Date
Dennis Szazama	<i>Dennis Szazama</i> Town Supervisor						10/18/2016 Date
William Norris	<i>William Norris</i> Town Supervisor						10-18-2016 Date

RESOLUTION

CITY & TOWNSHIP WINTER MAINTENANCE AGREEMENT

BE IT RESOLVED, that the following request is approved by the City or Township and Otter Tail County is hereby authorized to provide the materials and or services as requested below.

BE IT RESOLVED, that the work will be included in our regular maintenance or after our regular maintenance work is completed.

CITY/TOWNSHIP	_____
TYPE OF REQUEST	<u>SALT/SAND MATERIALS</u>
APPROX. QUANT.	<u>500 Cubic Yards</u>
APPROX. COST	<u>\$31.00 Per Cubic Yard or \$22.50 Per Ton</u>

BE IT FURTHER RESOLVED, that the City or Township will be responsible for all cost of materials and services provided.

Adopted this 18th day of October, 2016.

  
\_\_\_\_\_  
City or Township Official

Comments:

For the payroll period ending: 10/18/2016

<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
100-41425-100		Dockter, Echo L 2928	467.75
			<b>Account Total</b>
			<b>467.75</b>
100-41510-100		Marthaler, Karen 2929	374.20
			<b>Account Total</b>
			<b>374.20</b>
100-41110-100			
Unallocated due to rounding			\$0.00
			<b>Total For Period</b>
			<b>\$841.95</b>

*Carol Nelson*

Carol Nelson Town Supervisor

*10/18/16*

Date

*Dennis S. Sazama*

Dennis Sazama Town Supervisor

*10/18/2016*

Date

*William Norris*

William Norris Town Supervisor

*10-18-2016*

Date