

**EDNA TOWNSHIP MEETING AGENDA December 17, 2019 [www.ednatownship.org](http://www.ednatownship.org)**

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

Dennis Sazama, Carol Nelson, Gary Schattschneider, Echo Dockter and Karen Marthaler were present.

The agenda was reviewed Herman Moenedick and his mailbox complaint was added to the Road report. Sazama made a motion to accept the agenda with the change, Nelson 2<sup>nd</sup> the motion and it passed unanimously.

The clerk's report was reviewed. Sazama made a motion to accept the report with changes, Nelson 2<sup>nd</sup> the motion and it passed unanimously.

The Treasurer's report was presented. It showed receipts of \$16,612.93, disbursements of \$141,065.99 and working capital of \$321,211.61. Sazama made a motion to accept the report, Nelson 2<sup>nd</sup> the motion and it passed unanimously.

The Claims for Payment were reviewed. Sazama made a motion to pay the claims as presented, including the payroll and the payment to the county for the 911 sign on Engstrom Beach. Nelson 2<sup>nd</sup> the motion and it passed unanimously.

There is more detail about the 911 sign in the road report section of the minutes.

**Road Report**

Herman Moenedick complained to Sazama that his mailbox and 911 sign were hit by the snowplow. Sazama viewed the mailbox and it is lower than the township specs for mailboxes. According to township policy neither the township nor the snowplow operator is responsible for mailboxes that do not meet township specs.

Just a note of information, the Stony Hills Properties LLC development was approved by the county.

The 911 sign on Engstrom Beach, that has been discussed at prior township meetings, was brought up for possible payment to the county. The homeowner was billed by the county for the replacement and felt the township should pay for this as it was damaged by the snowplow. There was discussion, reviewing the last time the township paid for a similar case. The County does not have guide lines for 911 sign placement. Placement is not consistent. The sign definitely had been damaged and appeared to be replaced. The supervisors came to an agreement to pay for this sign in the case. It was also agreed that this is not a policy and each case will be reviewed before payment is made,

Nelson present a document to add to the Mailbox policy to clarify the requirements for the support. Sazama made a motion to accept this change to the policy, effective today. Nelson 2<sup>nd</sup> the motion and it passed unanimously.

The list of on-going projects was reviewed:

Road maintenance records - Marthaler

Road bumps – 2021 budget

Big McDonald Lane, about 300 ft

Potholes east of East Little Mc

Dip in the corner of 395<sup>th</sup> and 460<sup>th</sup>

Dip in front of 38182 N Little McDonald

Dip on N Little Mc, near the new approach for the new house on Teal Lane

Traffic control

Traffic sign inventory

Proposed schedules for continuing maintenance

Board Compensation

Other business includes the following:

Filing for Township positions – 1 supervisor for 3year term (Dennis), 1 clerk for a 2 year term

Filing is open from December 31, 2019 to January 14, 2020 at 5 p.m.

Primary election – March 3, 2020 – President only

Township election – March 10, 2020, 5-8pm

Township Annual Meeting – March 10, 2020, 8:05pm

Monthly Township meeting – March 17, 2020, 7pm

The meeting was adjourned at 7:52p.m.

December 17, 2019

Jeff Stabnow

Date Range : 12/1/2019 To 12/31/2019

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
12/11/2019	Sonnenberg Excavating	Grading:10/4,9,10,15,17, 23;mowing-2 cuttings in October	3153	\$7,638.50	201-43101-224-402 201-43101-224-404	Highways, Streets & Roadways Highways, Streets & Roadways	\$4,622.50 \$3,016.00
12/17/2019	Dent U Store	Storage unit rental - paid for 1 year, includes a free month	3154	\$495.00	201-41140-210-	Hall Rent (Paid)	\$495.00
12/17/2019	MN Ass of Townships Insurance Trust	Work Comp Insurance for 1 yr, 1-1-20 to 1-1-21	3155	\$321.00	100-49221-151-217	Work Comp Insurance	\$321.00
12/17/2019	United States Treasury	Form 944 Payment - medicare taxes for employer and employees for the year	3156	\$522.00	100-41110-100-	Council/Town Board	\$522.00
12/17/2019	PERA	4th quarter, employee and employer portions	3157	\$450.00	100-41110-100- 100-41110-120-	Council/Town Board Council/Town Board	\$225.00 \$225.00
12/17/2019	J. K. Stabnow, PE	Engineering Services 5/15 through 12/12 Little Mc, final project \$5,000, sealcoat projec	3158*	\$7,510.00	201-43101-300-403 201-43101-300-112	Highways, Streets & Roadways Highways, Streets & Roadways	\$5,000.00 \$2,510.00
<b>Total For Selected Claims</b>				<b>\$16,936.50</b>			<b>\$16,936.50</b>

*OTC Treasurer*  
~~\$16,936.50~~  
 \$16,986.50

Date Range : 12/1/2019 To 12/31/2019

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
	Carol Nelson	<i>Carol Nelson</i>	Town Supervisor			<u>12-17-2019</u>	Date
	Dennis Sazama	<i>Dennis P. Sazama</i>	Chair, Town Supervisor			<u>12-17-19</u>	Date
	Gary Schattschneider	<i>Gary Schattschneider</i>	Town Supervisor			<u>12-17-19</u>	Date

**Mail Box Installation Standards**

Mailboxes must be installed so the bottom of the mailbox is between 41 inches and 45 inches above the road shoulder. Installing at the higher limit minimizes the chances of being struck by the plow wing.

The State of Minnesota and Edna Township support all mailboxes being installed on a post that will swing-away if struck by a snow plow or if hit by a passing driver and provides safety for the mail carrier. It is recommended that homeowners place a red reflector on the support arm at the point closest to the road. This will help the snowplow driver see and avoid your mailbox during winter storms.

Mailboxes should be set back from the edge of the shoulder so the face of the mailbox is at least 1 foot back from the normally plowed surface of the road. Offset distances are encouraged so the mail carrier can move out of traffic and to minimize potential damage to mailboxes or passing vehicles.

**Post Size, Type and Embedment:**

Support posts should be sturdy enough to hold up the mailbox in all types of weather. However, they cannot be so rugged that they present a hazard to vehicles that leave the road. If a mailbox is struck by a vehicle, it must easily break away.

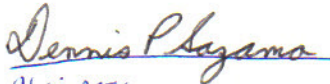
**Therefore the following posts are recommended.**

1-inch to two-inch diameter metal steel or aluminum pipes or standard U-channel post embedded two feet into the ground. Any mail box posts who do not meet these requirements and do not swing-away when hit will not be considered for reimbursement if damaged.

**The mail box descriptions listed below have been declared to be a public nuisance, a road hazard and a danger to the health and safety of the traveling public. If your street or road has a speed limit of forty (40) miles per hour or greater, these need to be removed as soon as possible, at the owners' expense.**

**Unacceptable Mail Box Supports Include.**

- Anything filled with concrete, rock, bricks or sand
- Masonry and stone structures
- Heavy steel or wrought iron structures
- Most objects that were intended for other uses (e.g. antique plows, I-beams, etc.)

  
Chairperson

  
Clerk