

**EDNA TOWNSHIP MEETING**      **May 16, 2017**    **[www.ednatownship.org](http://www.ednatownship.org)**

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

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

The agenda was reviewed. There was a request to add Big McDonald Lane to new business. Norris made a motion to accept the agenda with this addition. Nelson seconded the motion and it passed unanimously.

The Clerk's report was reviewed. Sazama made a motion to accept it as presented. Norris seconded the motion and it passed unanimously.

The Treasurer's report shows receipts of \$14.44 disbursements of \$15,963.21 and working capital of \$334,772.27.

Sazama motion to accept the report as presented, Norris seconded and the motion passed unanimously.

The claims for payment were reviewed. Norris made a motion to pay the claims as presented. Sazama seconded the motion and it passed unanimously. Marthaler mentioned that she had received an invoice from S@N Sealcoat. After some discussion it seems likely that this is for crack fill work that was done on a town line road. Most often the initiating township pays the bill and then bills the sharing township. The clerk will send a letter to S@N requesting more information about where the work was done, and the reminding them of the need for a current Certificate of Liability Insurance.

Two quotes were received for the sealcoating for 2017. The spec sheet is included with these minutes. Morris Sealcoat quoted \$55,395.30 and Asphalt Surface Technologies Corp quoted \$58,387.30. Sazama made a motion to accept the quote from Morris Sealcoat, Nelson seconded the motion. During the following discussion Stabnow mentioned that this is a very good price, averaging about \$13,000 per mile versus the expected cost of \$20-25,000 per mile. He stated that this would be a good time to have more work done if needed. The two roads that are most in need of sealcoating are 400<sup>th</sup> Ave and Seclusion Point Rd. The motion passed unanimously. Sazama made a motion to add 400<sup>th</sup> Ave and Seclusion Point Rd to this project. This should add about \$20,000 to the total cost. Norris seconded this motion and it passed unanimously. Stabnow will talk to Morris Sealcoat to have these roads added.

Sazama and Lot Pros both checked the roads in the township for areas needing crack fill, striping and patching. The quote from LotPros is included with the minutes. Norris made a motion to accept the quote from LotPros for \$28,850 as detailed on the quote. Sazama seconded the motion and it passed unanimously.

The shoulder work on Spur Road has not been completed yet. Sonnenberg stated it will be done before the June township meeting.

The washouts on East Little McDonald Lake RD and Wolf Lake Rd have had some work done, using the gravel that was already there. More gravel will be needed.

Heart Lake Rd has already had 12 loads of gravel brought in. Sonnenberg stated that more gravel will be needed to raise the road about another foot. This will be done after the recent gravel "hardens up".

The culvert on West Paul Lake is clogged up again. Sonnenberg suggested that the Dent Fire Department will open this.

Chloride application has not been done yet because there is no chloride available at this time. North Central is expecting a shipment at the end of this week. The estimate from North Central aka Curt Osterfeld was discussed. Two years ago there was a double application of chloride that seemed to work much better than the single application. Norris made a motion to have a double application on Kerbs Lake, Devils Lake and Little McDonald Lake, the other spots would receive a single application. Sazama seconded the motion and it passed unanimously. The estimate is included with these minutes.

Sonnenberg mentioned that Hobart township wants to work on the gravel portion of the townline road. Hobart Township will have the work done and bill Edna Township for half, according to the townline road agreement. The Board agreed that this was acceptable.

Unfinished business included a follow up on a couple items. The "No Parking Anytime" signs have been ordered and are done. They need to be picked up at M&R signs in Fergus Falls. There are posts with the signs. Sonnenberg will pick up the signs and posts and install them.

The resolution that was passed at the last meeting was cleaned up and signed. It will be a part of the April and May meeting minutes.

The FEMA paperwork is still in process.

Norris and Sazama have observed the ditch that Fred Bauck is working in the ditch on his property. They agreed that it would make sense to install a culvert in this area when this road gets built up. Sazama will talk to Fred Bauck about this.

Carol Myhre was in attendance to discuss the drainage problems on Big McDonald Lane. There are 3 culverts but nothing is draining. This did seem to work last year, but not now. Tory Sonnenberg will inspect this area and the culvert. This area also has a bump in the road caused by a tree coming through the road. The bump is big enough to be a safety issue. Sonnenberg will also deal with this problem.

Gary Benson asked if the township still had swing away mail boxes and posts. The answer is yes and they are for sale for \$60.00. Sonnenberg will deliver the box and post.

The meeting was adjourned at 9 p.m.



May 16, 2017

Parrell Nordick

Dary Benson

Jeff Stabnow

DAVE WENZEL.

Walt Zelinsky




Carol Myer

Tracy Smiley

Date Range : 4/14/2017 To 5/16/2017

<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>
05/08/2017	AABACD Small Business	Website hosting annual fee	2937*	\$107.76	100-41131-352-214	Publishing	\$107.76
05/08/2017	City of Dent - Fire	1/2 of Fire Contract	2938	\$14,940.00	225-42201-360-501	Fire Contract	\$14,940.00
05/08/2017	Sonnenberg Road Maintenance, LLC	Road Grading for April 5.6,13,21,25	2939	\$3,549.00	201-43122-224-402	Unpaved Streets	\$3,549.00
05/10/2017	J. K. Stabnow, PE	Engineering Services July 12, 2016 - May 9, 2017	2940	\$1,947.50	201-43101-300-	Highways, Streets & Roadways	\$1,947.50
05/10/2017	Karen Marthaler	Mileage for Spring Short Course meeting, 3-31-17 in Alexandria. 124 miles @.535 = \$66.34	2941	\$66.34	100-41510-331-301	Treasurer	\$66.34
05/10/2017	Otter Tail County Auditor-Treasurer	election costs - township election	2942	\$195.64	100-41410-352-	Elections	\$195.64
<b>Total For Selected Claims</b>				<b>\$20,806.24</b>			<b>\$20,806.24</b>

Date Range : 4/14/2017 To 5/16/2017

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Date</u>	<u>Detail</u>
							5-16-17	
Carol Nelson		Town Supervisor						
							5-16-2017	
Dennis Sazama		Town Supervisor						
							5-16-2017	
William Norris		Town Supervisor						

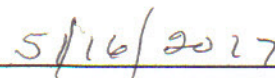


For the payroll period ending: 05/16/2017

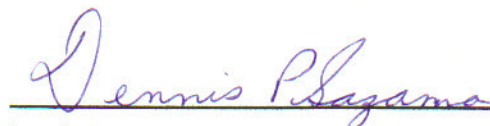
<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
100-41425-100		Dockter, Echo L	467.75
		<b>Account Total</b>	<b>467.75</b>
100-41510-100		Marthaler, Karen	374.20
		<b>Account Total</b>	<b>374.20</b>
100-41110-100			
		Unallocated due to rounding	\$0.00
		<b>Total For Period</b>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



Carol Nelson Town Supervisor



Date



Dennis Sazama Town Supervisor



Date



William Norris Town Supervisor



Date

Lot Pros LLC  
PO Box 423  
Fergus Falls, MN 56538 US  
lotproslc@gmail.com

Chase  
(218) 205-6219  
Walt  
(218) 790-4489

# ESTIMATE

ADDRESS  
Edna TWP.

ESTIMATE # 1279  
DATE 05/16/2017

ACTIVITY	QTY	RATE	AMOUNT
Crack Fill 460th St		4,500.00	4,500.00
Pavement Marking 460th St		2,300.00	2,300.00
Crack Fill North Little Mac Dr		4,700.00	4,700.00
Pavement Marking North Little Mac Dr		1,200.00	1,200.00
Asphalt Patch North Little Mac Dr 3 areas		1,200.00	1,200.00
Crack Fill Seclusion Point Rd ( Router)		1,100.00	1,100.00
Crack Fill Engstrom Beach Rd ( Router)		1,300.00	1,300.00
Pavement Marking Engstrom Beach Rd		500.00	500.00
Crack Fill Engstrom Beach Ln		600.00	600.00
Pavement Marking Engstrom Beach Ln		200.00	200.00
Crack Fill South Little Mac.		1,200.00	1,200.00
Crack Fill 428 th St ( Router)		6,800.00	6,800.00
Pavement Marking 428th St		1,050.00	1,050.00
Crack Fill 380th ( Router ) New lay over only		1,200.00	1,200.00
Crack Fill S Paul Lake Dr ( Router)		1,000.00	1,000.00

TOTAL **\$28,850.00**

Accepted By

Accepted Date

Curt Osterfeld  
240 7th Ave NE  
Unit A  
Perham, MN 56573  
Phone # 218-371-1486

needdirtcallcurt@arvig.net

**ESSENTIAL**

Date 5/16/2017  
Estimate # 473

Name / Address
ECHO DOCKTER CLERK PO BOX 114 DENT, MN 56528

P.O. #

Terms

Due on receipt

Due Date

4/4/2016

Other

Description	Qty	Rate	Total
Dust control on roads, price per mile, 15' wide price is for 2017 season	1	2,724.00	2,724.00
		<b>Subtotal</b>	\$2,724.00
		<b>Sales Tax (7.375%)</b>	\$0.00
		<b>Total</b>	\$2,724.00

North Central INC



**J.K. Stabnow, PE**

J.K. (Jeff) Stabnow, PE  
Professional Civil Engineer  
40186 N Clitherall Lake Road  
Clitherall MN 56524-9640  
E-mail : stabnow@arvig.net  
Phone : 218 770 1276

Request for Quotation – May 16, 2017

**Edna Township, T 136, R40, Otter Tail Co, 2017 Sealcoat Projects**

460 <sup>th</sup> St -Hobart Line	385 <sup>th</sup> Ave – 365 <sup>th</sup> Ave Sections 2, 3 & 4	2.1 Mi	24' wide	0.3 g/sy
North Little Mac Dr	385 <sup>th</sup> Ave – West Section 2 & 3	1.15 Mi	22' wide	0.3 g/sy
428 <sup>th</sup> St –S Paul LR	Co Rd 123 – 380 <sup>th</sup> Ave Section 2 & 3	1.0 Mi	24' wide	0.3 g/sy

Governing specification is the current MnDOT Specification  
Application rates shall be reviewed on site and mutually agreed upon.  
Payment based upon actual quantities installed at unit prices quoted below.

			<u>Unit Price</u>	<u>Extension</u>
Seal Oil	CRS-2P	17,600 Gal	_____	_____
Cover Rock	FA-2	730 Ton	_____	_____
Sweeping	PU Broom	4 Hr	_____	_____
Total			_____	_____
Contractor			_____	_____
Sign/Date			_____	_____

Please submit quotes to: Edna Township, Echo Dockter, Clerk, P.O. Box MN 56544 by mail or hand deliver to the Edna Town Hall (Dent Community Center), 101 Oak Street, Dent, by **8:00 PM, Tuesday May 16**. Please call 218 770 1276 if you have any questions.

*The Township Board reserves the right to waive irregularities and informalities; and award the contract(s) in the best interest of the Town.*



**J.K. Stabnow, PE**

J.K. (Jeff) Stabnow, PE  
Professional Civil Engineer  
40186 N Clitherall Lake Road  
Clitherall MN 56524-9640  
E-mail : stabnow@arvig.net  
Phone : 218 770 1276

Request for Quotation – May 16, 2017

**Edna Township, T 136, R40, Otter Tail Co, 2017 Sealcoat Projects**

460 <sup>th</sup> St -Hobart Line	385 <sup>th</sup> Ave – 365 <sup>th</sup> Ave Sections 2, 3 & 4	2.1 Mi	24' wide	0.3 g/sy
North Little Mac Dr	385 <sup>th</sup> Ave – West Section 2 & 3	1.15 Mi	22' wide	0.3 g/sy
428 <sup>th</sup> St –S Paul LR	Co Rd 123 – 380 <sup>th</sup> Ave Section 2 & 3	1.0 Mi	24' wide	0.3 g/sy

Governing specification is the current MnDOT Specification  
Application rates shall be reviewed on site and mutually agreed upon.  
Payment based upon actual quantities installed at unit prices quoted below.

			<u>Unit Price</u>	<u>Extension</u>
Seal Oil	CRS-2P	17,600 Gal	<u>\$3.13</u>	<u>\$55,088.00</u>
Cover Rock	FA-2	730 Ton	<u>\$0.01</u>	<u>\$7.30</u>
Sweeping	PU Broom	4 Hr	<u>\$75.00</u>	<u>\$300.00</u>
Total				<u>\$55,395.30</u>

Contractor Morris Sealcoat & Trucking, Inc.

Sign/Date [Signature] 5-16-2017

Please submit quotes to: Edna Township, Echo Dockter, Clerk, P.O. Box MN 56544 by mail or hand deliver to the Edna Town Hall (Dent Community Center), 101 Oak Street, Dent, by **8:00 PM, Tuesday May 16**. Please call 218 770 1276 if you have any questions.

*The Township Board reserves the right to waive irregularities and informalities; and award the contract(s) in the best interest of the Town.*



**J.K. Stabnow, PE**

J.K. (Jeff) Stabnow, PE  
Professional Civil Engineer  
40186 N Clitherall Lake Road  
Clitherall MN 56524-9640  
E-mail : stabnow@arvig.net  
Phone : 218 770 1276

Request for Quotation – May 16, 2017

**Edna Township, T 136, R40, Otter Tail Co, 2017 Sealcoat Projects**

460 <sup>th</sup> St -Hobart Line	385 <sup>th</sup> Ave – 365 <sup>th</sup> Ave Sections 2, 3 & 4	2.1 Mi	24' wide	0.3 g/sy
North Little Mac Dr	385 <sup>th</sup> Ave – West Section 2 & 3	1.15 Mi	22' wide	0.3 g/sy
428 <sup>th</sup> St –S Paul LR	Co Rd 123 – 380 <sup>th</sup> Ave Section 2 & 3	1.0 Mi	24' wide	0.3 g/sy

Governing specification is the current MnDOT Specification  
Application rates shall be reviewed on site and mutually agreed upon.  
Payment based upon actual quantities installed at unit prices quoted below.

			<u>Unit Price</u>	<u>Extension</u>
Seal Oil	CRS-2P	17,600 Gal	<u>3.30</u>	<u>58,080.00</u>
Cover Rock	FA-2	730 Ton	<u>0.01</u>	<u>7.30</u>
Sweeping	PU Broom	4 Hr	<u>75.00</u>	<u>300.00</u>
Total				<u>58,387.30</u>

Contractor Asphalt Surface Technologies Corporation  
a.k.a. ASTECH Corp

Sign/Date Robert Stabnow 5/16/17

Please submit quotes to: Edna Township, Echo Dockter, Clerk, P.O. Box MN 56544  
by mail or hand deliver to the Edna Town Hall (Dent Community Center), 101 Oak  
Street, Dent, by **8:00 PM, Tuesday May 16**. Please call 218 770 1276 if you have  
any questions.

*The Township Board reserves the right to waive irregularities and informalities; and  
award the contract(s) in the best interest of the Town.*

**RESOLUTION ACKNOWLEDGING EMPLOYMENT  
OF AN OFFICER BY A TOWNSHIP CONTRACTOR**

**WHEREAS, Town Board of Edna Township, Otter Tail County,  
Minnesota has contracted with Sonnenberg Excavating LLC for road  
maintenance services, including mowing, brushing, graveling,  
snowplowing and road grading and**

**WHEREAS, Dennis Sazama is a Supervisor of said Township and will be  
an employee of Sonnenberg Excavating LLC and**

**WHEREAS, Dennis Sazama will be driving truck and hauling rock as  
part of his employment with Sonnenberg Excavating LLC**

**THEREFORE, The Board acknowledges this arrangement and agrees  
that the work Dennis Sazama will be doing is not a direct service for  
the Township and should not be considered a conflict of interest.**

**Adopted this 18<sup>th</sup> day of April, 2017**

**Attest: Edna J. Docks**

**BY THE TOWN BOARD**

**W. J. R.**