

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. Fred Bauck was added and correspondence from the MPCA for Dent Waste Water Treatment.

Norris made a motion to accept the agenda as amended, motion seconded by Sazama and passed unanimously.

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

The Treasurer's Report showed receipts of \$15.28, disbursements of \$8,125.88 and working capital of \$350,721.04.

Norris made a motion to accept the report as presented, Nelson seconded and it passed unanimously.

The claims for payment were reviewed. There were 2 property tax statements from the county for ditch assessments. The clerk will talk to the County about these statements before sending payment. Norris made a motion to pay the claims as presented, with the understanding that the County assessment would be questioned before payment. Sazama seconded the motion and it passed unanimously.

#### Road Report

There was discussion about the Road Authority position. Dennis Sazama is the Road Authority. He will be working for Sonnenberg Road Maintenance but will not be performing township work. After reviewing the information from the MAT website and the information Dennis gathered at the Spring Short Course meetings, the Board determined that a Resolution would be the best way to show that this has been discussed openly and completely. A resolution template from the MAT website was used as the starting point and modified. This was signed, but a formal copy will also be signed at the May meeting.

The Resolution will contain language stating that Dennis Sazama is a Supervisor of Edna Township and that he will be working for Sonnenberg Excavating LLC which has a contract to provide work for Edna Township. Dennis' main employment will involve driving truck to haul rock. This is not a direct service for the township. Norris proposed the Resolution, Nelson seconded and it passed with Sazama abstaining.

There is a sign on East Big McDonald Lake Dr that needs brush removed. It is a speed limit sign. This was assigned to Sonnenbergs.

Jeff Stabnow had a draft request for quotes on 3 spots that need sealcoat. The draft is included in the minutes. Stabnow will email the request for quotes to the 2 lowest bidders for the County projects. The deadline is the next township meeting (May 16, 2017).

Fred Bauck was present to discuss the landscaping he wants to do near his home. The road that is near his home is not located where it was platted. Mr. Bauck would like to install a ditch so that the water will drain. He is concerned that the Township would be planning to do some work on this section of road and that we would be conflicting with this. Mr. Bauck would also like to grow sumac in the road right of way. The Board was in agreement that both the ditch and the sumac are good plans and that future roadwork should not interfere with either one. There is some concern about weed spraying being harmful to the sumac. There will be a way to mark areas that should not be sprayed. Both the clerk and the weed inspector are now aware of Mr. Bauck's request.

Chloride for the gravel roads was the next topic. The chloride that was applied in 2016 was not as heavy and did not work as well as the year before. Sazama will get quotes for chloride application, to do the same roads as last year.

Norris made a motion to have Sazama establish the roads that need crack sealing. This should be approximately 12 miles. The list should be ready for the May meeting. Nelson seconded the motion and it passed unanimously.

The correspondence included thank you notes from several of the organizations that received donations as directed at the annual meeting. There was also a notice from the MPCA regarding a permit for the Dent Waste Water Treatment plan.

Spur Road still needs shoulder repairs. Sonnenberg Excavating will handle this as soon as it quits raining. This should include straw matting when the shoulder is seeded. Norris made a motion is have the Spur Road shoulders fixed, to



include black dirt, seed and straw mat. There are spots on the east and west side of the road. Sazama seconded and the motion passed unanimously.

Jack Rosenthal from Compass Consultants was present to discuss township road surveying and recording. CC has done Otto and Gorman townships already. Norris made a motion to retain Compass Consultants to survey and record the township roads, Sazama seconded and the motion passed unanimously. Mr. Rosenthal will be at the May meeting with an estimate of costs.

There was no one present from North County Trails.

Carol Nelson attended the weed meeting. There are 14 weeds on the "Must Eradicate" list. The Board directed Nelson to continue to use Carr's to spray for weeds. There are not many businesses that will do this work. The best time for the first spraying is after July 4<sup>th</sup>.

Sazama made a motion to fix the washout on the East Little McDonald Lake Rd by the swamps and on Wolf Lake Rd. The fix may include gravel and rock. Norris seconded and the motion passed unanimously.

The "No Parking Anytime" signs have been ordered.

One of the things suggested at the Spring Short course meetings was an annual review of Board policies. It was agreed that this is a good idea and will begin soon.

The Clerk reported she is continuing to work with Homeland Security (FEMA) to get the paperwork from the FEMA grants for high water repairs finished.

The meeting was adjourned at 9:09.

Date Range : 4/1/2017 To 4/18/2017

<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>
04/01/2017	Otter Tail County Treasurer-Fir Ave	Ditch Asmt fees for 2 parcels P20200996005000 R20000030012005	2933	\$15.26	201-43101-224-	Highways, Streets & Roadways	\$15.26
04/01/2017	Sonnenberg Road Maintenance, LLC	Road Grading for March 20 and 30	2934	\$1,716.00	201-43122-224-402	Unpaved Streets	\$1,716.00
04/01/2017	Sonnenberg Excavating	Snowplowing - January 31, February 7, 16 and 24	2935	\$3,655.00	201-43101-400-401	Highways, Streets & Roadways	\$3,655.00
04/01/2017	Sonnenberg Excavating	Brushing March 13,14,15,16,17,20,21,23 includes extra man charges	2936	\$9,735.00	201-43101-400-401	Highways, Streets & Roadways	\$9,735.00
<b>Total For Selected Claims</b>				<b>\$15,121.26</b>			<b>\$15,121.26</b>

*Carol Nelson*

Carol Nelson

Town Supervisor

Date

4-18-2017

*Dennis P. Sazama*

Dennis Sazama

Town Supervisor

Date

4-18-2017

*William Norris*

William Norris


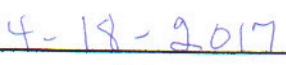
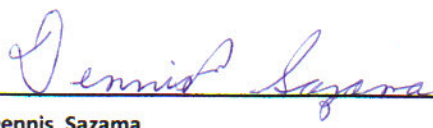
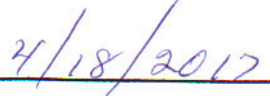

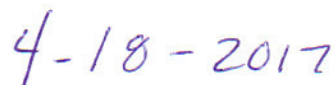
Town Supervisor

Date

4-18-2017

For the payroll period ending: 04/18/2017

<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 4-18-2017
	
_____ Dennis Sazama Town Supervisor	_____ Date 4/18/2017
	
_____ William Norris Town Supervisor	_____ Date 4-18-2017



April 18, 2017

Daniel Nordick

Terry Marthale

David Wenzel

Jeff Stabnow

Torcy Sonnenberg

# 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  
April 18, 2017 Draft

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

460 <sup>th</sup> St -Hobart Line	Townline thru Cul-de-sacs 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 to 380 <sup>th</sup> Ave Section 22	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	_____	_____
			Total	Draft _____
Optional	PU Broom	6 Hr	_____	
			Contractor	_____
			Sign/Date	_____

Please submit quotes to: Edna Township, Echo Dockter, Clerk, P.O. Box 114, Dent MN 56528 by mail or hand deliver to the Edna Town Hall, 150 Birch 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**

