

EDNA TOWNSHIP MEETING March 17, 2020 www.ednatownship.org

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

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

The list of other attendees is attached.

Dennis Sazama, newly elected supervisor took his Oath of Office. Echo will do hers as soon as she is able to get to a notary public.

The agenda was reviewed. Sazama made a motion to accept the agenda with the addition of the Spring Road Tour, under Road report. Nelson 2nd the motion and it passed unanimously.

Sazama made a motion to have the Board offices and duties remain the same. Nelson 2nd the motion and it passed unanimously. Nelson questioned whether the township had to have a Board of Equalization. She will be checking into this.

The Clerk's report was reviewed. Nelson made a motion to accept it as presented. Sazama 2nd the motion and it passed unanimously. The Treasurer's report was presented. It showed receipts of \$35369.42, disbursements of \$28060.63 and working capital of \$304524.40. Sazama made a motion to accept the report as presented. Nelson 2nd it and it passed unanimously.

The claims for payment were reviewed. Sazama made a motion to pay the claims as presented. Nelson 2nd the motion and it passes unanimously

Chad Anderson was present to discuss the Stony Hills Development road plan. There are a few areas that do not conform exactly to the Edna Township Road specs. Some of the items discussed included the fact that this is not a through road, it will go into the development and end with a cul-de-sac on each of the road branches. The shoulders were designed to be a little smaller to keep from clearing so many trees. There was also discussion of the requirement for a 24 ft paved surface when not all roads in the township conform to this width. There was also a review of the portion of the road that will be the approach to existing township road (450th). This area is level with the existing road for at least 80 feet before the intersection. This is important because of the incline to the south of this area. The requirements for an engineer, or someone appointed by the township, to inspect the road building was also discussed. The township wants to know that correct road building practices were followed throughout the build. The developers were also reminded that the cost of the inspections will be paid by the developers.

The purpose of these discussions at this time is to ensure that the township will be willing to accept this road as a township road. Sazama made a motion to accept the drawings of the Stony Hills Development road as presented with the understanding that the following areas do not adhere to the township road specifications:

The road surface will be 22 ft (not 24), ditch slopes will be 3 to 1, in some spots 2.8 to 1, instead of 4 to 1, the ditch bottom will be 4ft instead of 5ft., the proposed grades will be accepted as presented. Nelson 2nd the motion and it passed unanimously.

The Priority Report for sub-contractors will become a part of the regular monthly meetings. Schattschneider will supply the list before the meeting and it will be updated during the meeting, with the updated report emailed to all after the meeting.

Nelson discussed brushing. Many of the roads need brushing and major tree trimming and removal. Written easements are required for any trees with a diameter of more than 6" when measured at 6" above ground. The discussion included some comments on spraying versus brushing. Spraying will kill the undergrowth, brushing will not. There was agreement that a maintenance schedule for needs to be set up. There are trees hanging over the road and becoming dangerous. The road-right-of-way extends straight up so that branches hanging over this area can be cut even without written approval from the property holder. The Board wanted to do some research to see if this included branches of any diameter or if there is a limit.

The unfinished business list was reviewed. Many of these items will be covered with Spring Road Review.

The meeting was suspended and will resume on Sunday, March 29th, at 11:30 in front of the Dent Community Center.

NOTE – BECAUSE OF THE PANDEMIC THE MEETING WAS NOT RESUMED AT THAT TIME.

For the payroll period ending: 03/17/2020


<u>Account #</u>	<u>Employee #</u>	<u>Employee Name</u>	<u>Amount</u>
100-41110-100		Nelson, Carol	561.30
		Sazama, Dennis	561.30
		Schattschneider, Gary	561.30
		Account Total	1,683.90
100-41425-100		Dockter, Echo L <i>3487</i>	467.75
		Account Total	467.75
100-41510-100		Marthaler, Karen	374.20
		Account Total	374.20
100-41110-100		Unallocated (Due to rounding)	\$0.00
		Total For Period	\$2,525.85

<u><i>Carol Nelson</i></u>	<u>3-17-2020</u>
Carol Nelson	Town Supervisor
	Date
<u><i>Dennis P. Sazama</i></u>	<u>3-17-2020</u>
Dennis Sazama	Chair, Town Supervisor
	Date
<u><i>Gary Schattschneider</i></u>	<u>3-17-2020</u>
Gary Schattschneider	Town Supervisor
	Date

March 17, 2020

JADE BERUBE

Chad Anderson

A handwritten signature in cursive script, appearing to be "Chad Anderson", written below the printed name.

Date Range : 3/1/2020 To 3/19/2020

<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>
03/17/2020	PERA	1st quarter, employee and employer portions	3168	\$450.00	100-41110-100- 100-41110-120-	Council/Town Board Council/Town Board	\$225.00 \$225.00
03/17/2020	Perham Public Library	Donation	3169	\$750.00	100-41110-434-	Council/Town Board	\$750.00
03/17/2020	Perham Center for the Arts	Donation	3170	\$500.00	100-41110-434-	Council/Town Board	\$500.00
03/17/2020	East Otter Tail County	Donations	3171	\$500.00	100-41110-434-	Council/Town Board	\$500.00
03/17/2020	Carol Myhre	Election Judge - 16 hours @ 13.50, 3.75@18.00 and mileage of 90 miles@57.5	3172*	\$342.00	100-41410-331-210 100-41410-104-210 100-41410-104-210	Elections Elections Elections	\$51.75 \$67.50 \$222.75
03/17/2020	Susan Flatau	Election Judge 15.00 @ 13.50, mileage 24@.575	3173*	\$216.30	100-41410-331-210 100-41410-104-210	Elections Elections	\$13.80 \$202.50
03/17/2020	Stuart Friese	Election Judge 18.5@13.50 mileage of 38@.575	3174*	\$271.60	100-41410-331-210 100-41410-104-210 100-41410-104-210	Elections Elections Elections	\$21.85 \$47.25 \$202.50
03/17/2020	Jane Kihl-Kippley	Election Judge 3.75 @ 13.50	3175*	\$50.63	100-41410-104-210	Elections	\$50.63
03/17/2020	Echo Dockter	Reimbursement for copies and mileage	3176*	\$118.47	100-41110-331-210 100-41110-352-	Council/Town Board Council/Town Board	\$83.95 \$34.52

Date Range: 3/1/2020 To 3/19/2020

<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>
03/17/2020	Terry Marthaler	Moderate Annual Meeting	3177	\$50.00	100-41110-434-	Council/Town Board	\$50.00
Total For Selected Claims				\$3,249.00			\$3,249.00

Carol Nelson _____ Date 3-17-2020

Carol Nelson Town Supervisor

Dennis P. Sazama _____ Date 3-17-2020

Dennis Sazama Chair, Town Supervisor

Gary Schattschneider _____ Date 3-17-2020

Gary Schattschneider Town Supervisor