

Edna Township
Regular Board Meeting
May 17, 2022
Dent Community Center, 201 Birch St, Dent MN 56528

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

Dennis Sazama, Gary Schattschneider, Ben Bucholz, Karen Marthaler and Echo Dockter were present. Other attendees list on the next page.

The agenda was reviewed. Sazama made motion to accept with the agenda with multiple additions. Bucholz 2nd and the motion passed unanimously.

The minutes from the April meeting were reviewed. Buch made a motion to accept the Clerk's report. Schattschneider 2nd the motion and it passed unanimously.

The Treasurer's report showed receipts of \$5616.46, disbursements of \$4,406.94, and working capital of \$782,839.21 Sazama motioned to accept the report as presented. Bucholz 2nd the motion and it passed unanimously.

There were no bounties to be paid.

The claims for payment were reviewed. Sazama motioned to pay the claims as presented. Bucholz 2nd the motion and it passed unanimously.

Sazama motioned to move \$30,450.35 from the money market account to the checking account. Sazama, Bucholz and Schattschneider voted in favor.

The road report began with Mary Ann Anderson's complaint about the snowplowing this winter. There were at least 5 mailboxes damaged. She wants the driver to slow down. The Andersons also had a sprinkler head damaged. The sprinkler heads close to the mailbox, in the road right of way. None of the mailboxes were mounted on swing away supports.

Residents of Twin Island Drive and Twin Island Lane were present to discuss snowplowing their roads. These roads are not township roads and have never been maintained by the township. This winter the residents were stranded because of the deep snow. The township website has the specs for roads and the clerk will provide the information for submitting a petition to the board to begin the process to make these roads into township roads.

Angela Willenbring, Jeff Stabnow and Dennis Sazama met on N Little McDonald to evaluate the steep slopes and shoulders on the road. The plan is put a 1" lift of asphalt on the road and raise the shoulders to meet the road surface. A letter was emailed to lake association members to explain that property owners would be responsible for black dirt and seeding of the shoulder slope along with the relocation of any sprinklers in the road right of way. This project is expected to be done in the next couple weeks. One spot was staked just to illustrate where a 3 to 1 slope would end.

Tracy Jorgenson was present to discuss the snowplowing on Jackim Trail. There are times when the plow leaves a berm as it turns down Jackim Drive. Dockter will get Mr. Jorgenson's number to the snowplow contractor.

There was a mix-up on Devil's Lake Road. The new gravel contractor for Gorman Township did some work on Devils Lake Road. The mess was cleaned up as much as possible and the areas affected have been reseeded.

The list of mailbox supports damaged by the snowplow is growing. There is another one on E Big McDonald Dr. Sazama will get the GIS number to Dockter to add to the list. Also 38135 on N Little McDonald. At this time the snow policy was also reviewed. It does not state that mailboxes will be replaced. Schattschneider requested that a review of this policy be added to the list of unfinished business

Sazama reported on a sink hole on E Big McDonald Dr. It is a collapsed culvert. Sazama stated that it is a plastic culvert. There was some discussion because the township should not have ever placed a plastic culvert under a township road. This has is well marked by the residents. Schattschneider will contact Sonnenberg to get this set up as an urgent item to be repaired. As soon as the correct size of the culvert can be determined it will be ordered through TruNorth. This is the company that supplied the culverts for CSAH 131. Edna Township already has an account there so ordering should be

easy. Stabnow will order the steel culvert. Sonnenberg will determine if the hole needs to be filled with gravel for safety until the culvert can be replaced. This is a high priority item on the subcontractor list.

There is a fire pit on E Big McDonald Dr that got damaged this winter. The fire pit is within the road right of way so the township will not repair it. The township is also requesting that it be moved out of the road right of way. Sazama will call the property owner.

Sazama also mentioned that he asked Stabnow for an estimate of the cost to bring Mallard Loop up to spec to qualify for asphalt. The property owners are considering requesting this.

Kevin Lehmkuhl was present to request the removal of the pedestrian sign that is located in front of or too close to the sign designating N Little McDonald Lane. There is a question about whether the township or the lake association paid for this sign. This sign is not a required sign and will be removed.

The bids for the 2022 seal coat projects were reviewed. Asphalt Preservation is the low bidder. The bid price is good for 5 days. At this point the Board reviewed the work still to be done from 2021 and the current cash balance. They reviewed the total cost for the seal coating, the expectation that all prices will continue to increase and the proposed plan for bringing the gravel roads up to spec. Bucholz has toured the gravel roads with Sonnenberg within the last couple days. Bucholz worked on a spreadsheet to establish a 3 year plan to bring all the township gravel roads up to specs. The high water problems of the last 10 years have pushed gravel road maintenance to a lower priority. The plan is to get them back in shape. One of the discussion points concerned treating the roads with chloride as soon as the major gravel work is done. This will help bind the new gravel and make the road last longer – much like the township seal coats newly asphalted roads. After much discussion the Board agreed to accept the bid from Asphalt Preservation. Motioned by Sazama, seconded by Schattschneider and passed unanimously.

The corner of 395th and 450th needs to be asphalted. Driveway Services can do the work fairly soon for \$11,450. Newling Asphalt would not be able to get it done this fast. Sazama motioned to hire Driveway Services ^{to} pave this spot as quickly as possible, preferably before the 23rd of May. Sonnenberg will be contacted to do any gravel prep work that needs to be done before the paving. Bucholz 2nd the motion and it passes unanimously. Note that amount was taken into consideration when planning 2022 road work. Schattschneider will contact Driveway Services.

Schattschneider gave a quick recap of the EMS emergency meeting. They needed to address the money needed to increase salaries to retain employees. There is a reserve fund and the joint powers board agreed it was time to tap into the reserve fund. The bottom line is that the EMS is no longer a profitable entity and it is not expected to change. They are beginning the discussion of what options are open. Schattschneider has volunteered to be on the committee to look into the options.

Thank you Gary!

The unfinished projects list was reviewed. A review of the snow plowing policy will be added.

Note that election judge training will be held in July. Dockter believes there are enough people willing to take the training and serve as election judges. The township supervisors should not be needed as emergency backups this year.

At this point the meeting was suspended, 9:30 pm, and will reconvene at 5:00 at 5/25/22 at the Dent Community Center. It was agreed that the Treasurer will not have to attend the reconvened meeting.

The meeting was reconvened at 5 pm on 5/25/22.

Dennis Sazama, Gary Schattschneider, Ben Bucholz, Echo Dockter and Tory Sonnenberg were present.

The discussion started with the condition of 430th. The discing brought in several clumps of sod. This is the normal result of discing. Grading of the gravel roads is waiting for rain, hopefully tonight. Grading will need to be done at least 2 more times to get the clumps out. The roads are being disced to increase the drainage into the ditches instead of the water stopping at the edge of the road and running down the edge of the road.

Concerns were expressed about the sequencing of graveling and chloride. Torey will coordinate with Curt to make sure chloride is applied right after the graveling is done. Sazama will verify that the road is sloped correctly before the chloride is applied. The Board is asking for a 4% slope from the crown. The chloride roads usually are not graded very often after the chloride is done. The Board asked about the possibility of using a water truck before the chloride. Torey will check

into this. There was more discussion of the percentage of the road crown. Roads with less than a 4% crown will pothole quickly if there is a light rain. It is not recommended that the crown be less than 4%. The pros and cons if going to a 6% crown were also discussed. The Board requested that one road be done with a 4% crown. The supervisors would then look at the road, separately and then give the go ahead to chloride the road the next morning. Chloride needs to be applied fairly quickly after the road is graded. Torey was asked to supply the supervisors with a group text after each road is done. The text should identify the road and provide the tons of gravel used. The information may take 1-2 days to be compiled. The plan is to start with the gravel roads on the south side of the township and work north, according to the list established at the meeting on the 17th.

Sazama will be checking into who issues the irrigation certificates. There are continuing problems with the township roads being watered by the irrigators.

The collapsed culvert on E Big Mc is a 15" culvert. Torey has a steel culvert that he will sell the township to replace the current plastic culvert. There is still a question about who placed the plastic culvert? This is about a 40' foot culvert. Bucholz will talk to Jeff about ordering the 40' 15" culvert from TruNorth. Motion by Sazama second by Bucholz to order the culvert. The motion passed unanimously.

The supervisors want the June agenda to include a discussion to clarify the mailbox and snow removal policy so that a letter can be written explaining the policy. It would be good to get this done soon so that the lake associations in the township can communicate with their members.

The Board also requested that Sonnenberg or an employee attend the monthly township meetings.

The meeting was adjourned at 6:12 pm.

Dennis P. Sazama
Edw J. Dockett

May 17, 2022

Tracy Jorgenson

218-841-5844

Valerie Riepe

Shirley Peacock

Karen Lehmann

Rynn Peacock

Suzi Kloche

Jeff Stabnow

Joan Wenzel

Dan Bucholz Commissioner

Dennis Anderson

Maryann Anderson


Claims List for Approval

Edna Township

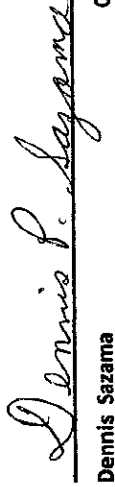
Date Range : 4/12/2022 To 5/16/2022

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
05/15/2022	Minnesota Department of Revenue	Payroll withholding - deposited on-line	3373	\$235.08	100-41110-103-	Council/Town Board	\$235.08
05/15/2022	United States Treasury	Form 944 Deposit - medicare taxes for employer and employees and withholding, via EFT	3374	\$297.15	100-41110-103-	Council/Town Board	\$297.15
05/15/2022	City of Dent - Fire	1/2 of Fire Contract	3375	\$16,000.00	225-42201-360-501	Fire Contract	\$16,000.00
05/15/2022	Sonnenberg Excavating	Snowplowing 3/1 - 3/30	3376	\$8,936.70	201-43125-224-401	Ice and Snow Removal	\$8,936.70
05/15/2022	Sonnenberg Excavating	Snowplowing 4/7,4/20	3377	\$1,993.00	201-43125-224-401	Ice and Snow Removal	\$1,993.00
05/15/2022	Sonnenberg Excavating	Snowplowing 4/7,4/20	3378	\$1,495.20	201-43140-224-402	Grading Services/regular	\$1,495.20
Total For Selected Claims				\$28,957.13			\$28,957.13

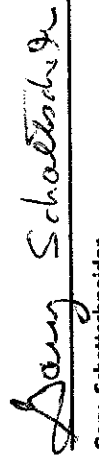
5-17-2022



 Benjamin D. Buchholz Town Supervisor Date



 Dennis Szama Chair, Town Supervisor Date



 Gary Schattschneider Town Supervisor Date

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 17, 2022

Edna Township, T 136, R40, Otter Tail Co, 2022 Sealcoat Projects

385 th Avenue	460 th – 455 th St Sections 1 & 2	2,594 LF	24' wide	6,917 SY
Big McDonald Lane	W of Big Mac Drive Section 18	2,800 LF	24' wide	7,467 SY
N Little Mac Drive	East of 385 th Ave Sections 1 & 2	3,403 LF	24' wide	9,075 SY
N Little Mac Drive	South of 460 th St Section 3	3,545 LF	24' wide	9,453 SY
S Little Mac Drive	West of Co Rd 34 Sections 9 & 10	3,383 LF	24' wide	9,021 SY
Fawn Oaks Trail	North of TH 108 Section 29	631 LF	24' wide	1,683 SY
E Big McDonald Dr	South of Co Rd 34 Secs 16, 17 & 20	12,705 LF	24' wide	33,880 SY
Stony Hills Dr & Ln	South of 450 th St Section 12	<u>3,200 LF</u>	22' wide	<u>7,822 SY</u>
	Totals	32,261 LF		85,318 SY

Planholders / Results

2022 Sealcoat Projects

Edna Township, Otter Tail County

Opening Date: Tuesday, May 17, 2022, 5:00 PM

<u>Contractor</u>		<u>Total</u>
Asphalt Preservation APC Detroit Lakes	<hr/>	<hr/> \$170,389.51
Asphalt Tech ASTECH St Cloud	<hr/>	<hr/> \$180,477.54
Morris Sealcoat Morris	<hr/>	<hr/> \$225,450.75
Engineer's Estimate		<hr/> \$128,000.00