

EDNA TOWNSHIP MEETING **March 16,2021** www.ednatownship.org

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

Sazama made a motion to accept the agenda as presented. Schattschneider 2nd the motion and it passed unanimously. Supervisors Schattschneider and Bucholz and Treasurer Marthaler were the winning candidates from the township election on March 9th. They all took the Oath of Office.

Sazama made a motion to stay as the chairperson and road authority, to have Schattschneider as the vice chairperson and to have Bucholz serve as the weed control supervisor. Bucholz 2nd the motion and it passed unanimously.

Boone Caughey presented a proposal for a new website design. This was necessary because the program the clerk is using to maintain the current website could not be used after March 31. The proposal is attached. There were very few questions. Sazama made a motion to accept the proposal, Schattschneider 2nd the motion and it passed unanimously. The total price of the proposal is under \$2,000. The proposal called for ½ of the payment up front. Sazama made a motion to add the claim for ½ of the cost to the March claims for approval. Schattschneider 2nd the motion and it passed unanimously.

The clerk's report was reviewed. Schattschneider made a motion to accept the report with corrections. Sazama 2nd the motion and it passed unanimously.

The treasurer's report was presented. It showed receipts of \$31,869.44, disbursements of \$10,246.94 and working capital of \$461,512.15. The money for the CH131 turnover was deposited after the end of February and before the March meeting. Marthaler has already contacted the bank to pledge the extra funds to cover the amount beyond the FDIC limits. Sazama made a motion to accept the report, Bucholz 2nd the motion and it passed unanimously.

The claims for payment were considered. Sazama made a motion to pay the claims as presented, with the addition of a claim from Turn2Creative for \$875, as discussed previously, Bucholz 2nd the motion and it passed unanimously.

The road report started with the good news that there were no emergencies since the last meeting. There were also no requests for access permits.

CH131 (aka 423rd ST, 370th Ave and 432nd St) planning.

Note the pre-construction meeting for County Road 34 is scheduled for March 23rd at 1 p.m. via Zoom, board will be waiting for options from Jeff regarding what to do with CH131 all together and each piece separately. Gary will contact Jeff so he can be prepared.

The Weed Control meeting is scheduled for March 18. Schattschneider and Bucholz will attend.

There were no additions to the Sub-contractor list. Sonnenberg stated that grading will start at the end of March.

There was more discussion regarding the minimum maintenance roads and the document filed with the County.

Schattschneider made a motion to rescind the Resolution for the Residential speed limit of 25 mph. Sazama 2nd the motion and it passed unanimously.

The unfinished business list did not change.

- Ditches – brushing, tree removal, spraying,

- Traffic control

- Traffic sign inventory

- Proposed schedules for continuing maintenance

Other business included the reminder that the MAT Spring Short Courses will be held on line this year. There is no cost but registration is required. The Board agreed that policies will be reviewed in May.

The annual Spring road review will be held on March 21. The supervisors will leave from the Dent Community Center at 12 noon.

The meeting was suspended at 8:35 pm, and will reconvene on March 21 at noon outside the Dent Community Center.

Supervisors Sazama, Schattschneider and Bucholz met at noon on March 21 to conduct the Spring road inspection. There were no others present. Schattschneider took notes and his report is attached to these minutes.

The meeting was adjourned when the road tour finished.

March 16, 2021

Dennis Anderson

MARYANN Anderson

Terry Martindale

Tony Sorenson

Jeff Stabrow

2021 Road Report

Road	Twp Rd (Y/N)	Gravel Road	Asphalt Road	Total FT	CCI Total		Town Line Rd
340th Avenue	Y	16,088		16,088	3.05		Y - Dora
355th Avenue	Y	5,224		5,224	0.99		
363rd Avenue	N						
370th Avenue (Old Cty 35)	N						
378th Avenue	N						
380th Avenue (S Town Line)	Y	5,290		5,290	1.00		
380th Avenue (Wolf Lk Rd)	Y	9,304	2,233	11,537	2.19		Crack Fill B - possible stripping
				5,284	1.00		Crack Fill C
385th Avenue	Y		2,594	2,594	0.49	3	
395th Avenue (Marion Lodge)	Y	2,635		2,635	0.50		
395th Avenue	Y	2,635	2,454	2,454	0.46	1	Double Arrows
398th Avenue	Y	2,635		2,635	0.50		
400th Avenue	Y		5,263	5,263	1.00	1	Y-Perham
400th Street	Y	2,614		2,614	0.50		Y - Dora
400th Street	Y	2,560		2,560	0.48		Y - Dead Lk
403rd Street	Y	2,625		2,625	0.50		
405th Street	Y	9,295		9,295	1.76		
423rd Street	Y	5,257		5,257	1.00		
425th Street	Y	dennis	dennis	dennis	dennis		
428th Street	Y		5,260	5,260	1.00		Crack Fill B
430th Street	Y		5,216	5,216	0.99		Crack Fill B
431th Street	N						
432nd Street	N						
435th Street	Y	1,388		1,388	0.26		
446th Street	N						
450th Street	Y		2391	2391	0.45	1	
455th Street	Y		5127	5127	0.97	3 & 2	Fixes & Seal Coat Seal Coat - Crackfill C
460th Street	Y	11,255	10,800	22,055	4.18	2	Y - Hobart Y - Dora
Beaver Dam Road	Y		3,994	3,994	0.76		
Big McDonald Ln	Y		5,453	5,453	1.03		35324 septic in right a way
Bills Beach Road	Y		3,373	3,373	0.64	2	1 crack at tun around
Bills Beach Lane	Y		875	875	0.17	2	Crack Fill - Brushing - Stop Sign Down
Bills Beach Trail	Y	1,666		1,666	0.32		
Charlies Beach	N						
Charlie Trap Rd	N						
Cousins Lane	Y		1,135	1,135	0.21	2	1 big crack could use stripping.
Devils Lake Road	Y	3,975		3,975	0.75		
E. Big McDonald Dr.	Y		12,705	12,705	2.41	2	Seal Coat ? Bad Spots - could striping - cleared by lk & fill put in
E. Big McDonald Lane	Y	ask ??					
East Big McDonald Trl	Y	1,457		1,457	0.28		
E. Little McDonald Dr.	Y	3,297	9,300	12,597	2.39		
E. Paul Lake Dr.	Y		3,216	3,216	0.61	1	
Engstrom Beach Lane	Y		980	980	0.19		

Edna Township Claims List for Approval

Date Range: 3/1/2021 To 3/30/2021

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
03/09/2021	Terry Marthaler	Annual Meeting Moderator	3255	\$50.00	100-41110-434-	Council/Town Board	\$50.00
03/14/2021	Perham Focus	Publishing - annual meeting	3256	\$143.40	100-41131-351-	Publishing	\$143.40
03/14/2021	PERA	1st quarter, employee and employer portions	3257	\$410.00	100-41110-103- 100-41110-120-	Council/Town Board Council/Town Board	\$205.00 \$205.00
03/14/2021	Perham Public Library	Donation	3258	\$750.00	100-41110-434-	Council/Town Board	\$750.00
03/14/2021	Perham Center for the Arts	Donation	3259	\$500.00	100-41110-434-	Council/Town Board	\$500.00
03/14/2021	East Otter Tail County	Donations	3260	\$500.00	100-41110-434-	Council/Town Board	\$500.00
Total For Selected Claims				875.00 $\underline{\$2,353.40}$ 3228.40		Publishing Publishing	875.00 $\underline{\$2,353.40}$ 3228.40

Claims List for Approval

Edna Township

Date Range : 3/1/2021 To 3/30/2021

Detail

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>
	<i>D. Puy</i>					<i>3-16-2021</i>
	Benjamin Daniel Bucholz	Town Supervisor				Date
	<i>Dennis P. Sazama</i>					<i>3-16-2021</i>
	Dennis Sazama	Chair, Town Supervisor				Date
	<i>Gary Schattschneider</i>					<i>3-16-2021</i>
	Gary Schattschneider	Town Supervisor				Date

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March 12, 2021

Edna Township
Attn: Echo Dockter
PO Box 114
Dent, MN 56528

RE: Website Proposal for Edna Township

Dear Mrs. Dockter,

Thank you for the opportunity to present this proposal for a modern, mobile friendly website for Edna Township (ednatownship.org) that can be updated and maintained by township staff. I am proposing to build this site and provide 4 hours of staff training for a total fee of \$1,750.

Based on your needs, I recommend hosting your site on the Wix platform (wix.com). Please note, Wix charges annual fees of approximately \$200 per year and this amount is subject to change in future years. My proposed fee covers this charge in year one but you would be responsible for year two and beyond if you keep the website on Wix's platform.

Please also note, this proposal does not include service or assistance related to any ednatownship.org email accounts. I recommend keeping these with your current provider.

My proposal is as follows:

Scope of Services

1. Thirty (30) hours of web design creating a modern, mobile friendly website for Edna Township. Content to include existing website copy & documents and fully licensed local photography. Pages to be similar but not identical to existing site pages: Home, Contact, Next Meetings, Past Meetings, Archived Minutes, Financial Reports, Financial Report Archives, Policies, Pending Bids, Campaign Finance Reports.
2. One (1) year of Wix website & domain hosting charges.
3. Four (4) hours of training for township staff on website updates, maintenance, and renewal procedures. Training can be provided in-person or by phone, your choice.
4. One (1) hour of phone support during website renewal approximately 4/1/22.

? 3yr commitment/cheaper

Fee & Payment Schedule

5. Items 1-4 included for a total fee of \$1,750. This fee is non-refundable.
6. First half of fee due upon acceptance of proposal; Final half of fee due upon delivery of live website. Invoices sent via email to echo@ednatownship.org with Net 30 Day payment terms. Payment accepted via cash or check.
7. Optional, additional training and support available for \$50/hour through 12/31/2022.

If you would like to discuss this further, please don't hesitate to contact me. To accept the proposal, please sign below and return a signed copy. I appreciate this opportunity and look forward to hearing from you.

Sincerely,



Boone Caughey, Manager

Turn 2 Creative
43824 W Paul Lake Dr
Perham, MN 56573

Email: boone@turn2creative.com
Cell: (218) 234-9001

This proposal is accepted by:

Dennis P. Szama
By (signature)

Chairman
Title

Dennis P. Szama
Name (please print)

3-16-2021
Date

Rescinded 3-16-2021

**Edna Township
Otter Tail County, Minnesota**

**A RESOLUTION DESIGNATING RESIDENTIAL ROADWAYS
AND ORDER TO ERECT REGULATORY SPEED SIGNS**

WHEREAS, Minn. Stat. § 169.14, subd. 2(b) allows a local road authority to adopt a 25 m.p.h. speed limit on residential roadways;

AND WHEREAS, a "residential roadway" is defined in Minn. Stat. §169.01, subd. 81 as "a street or portion of a street that is less than one-half mile in length and is functionally classified as a local street by the road authority having jurisdiction.";

AND WHEREAS, all town roads in Edna Township Otter Tail County are functionally classified as local roads;

AND WHEREAS, Minn. Stat. § 169.14, subd. 2 (b) indicates that a 25 m.p.h. speed limit on a designated residential roadway is not effective unless the signs are erected designating the speed limit and indicating the beginning and end of the residential roadway on which the speed limit applies;

AND WHEREAS, the town officers have conducted an on-site inspection of the areas and have determined the following described roads or road segments are appropriate to designate as residential roadways for the purpose of establishing a 25 m.p.h. speed zone:

- 1. *Bill's Beach Road* From *Bill's Beach Trail to cul-de-sac terminus*
- 2. *Bill's Beach Lane* From *Bill's Beach Trail east and west to termini*
- 3. *Cousins Lane* From *East Big McDonald Drive to cul-de-sac terminus.*
- 4. *Fawn Oaks Trail* From *Fawn Oaks Road to cul-de-sac terminus.*
- 5. *North Big McDonald Lane* From *North Big McDonald Drive east & west to cul-de-sac termini*
- 6. *Spur Road* From *North Little McDonald Drive to cul-de-sac terminus*
- 7. *Teal Lane* From *North Little McDonald Drive to*
- 8. *Wood Duck Loop* From *CSAH No. 34 to cul-de-sac terminus*

AND WHEREAS, the town board, as the local road authority over town roads, has the authority to designate a 25 m.p.h. limit on residential roadways without the need to have a speed study conducted by the Minnesota Department of Transportation;

NOW, THEREFORE, BE IT RESOLVED, the town board of Edna Township, Otter Tail County, Minnesota does hereby designate the above described roads or road segments that are no greater than one-half mile in length as residential roadways for the purposes of Minn. Stat. § 169.14, subd. 2(b);

BE IT FINALLY RESOLVED, the town board of Edna Township Otter Tail County directs 25 m.p.h. regulatory speed limit signs and signs designating the beginning and end of the residential roadways be erected on these roads in accordance with the current Minnesota Uniform Manual on Traffic Control Devices.

Adopted this 17th day of April, 2012

By the Board: [Signature]
Town Board Chair

Attest: [Signature]
Town Clerk



4/17/2012