

EDNA TOWNSHIP BOARD MEETING MARCH 15, 2011

Report of 2/15/2011 Board Meeting

Approved on 3/15/2011

Present:	James Nigg, Chair	William Norris, Supervisor	Dennis Sazama, Supervisor
	Carol Nelson, Clerk	Karen Marthaler, Treasurer	
Others:	Terry Marthaler	Doug Ackling	Angela Willenbring
	Dennis Anderson	Odell Nelson	Maryann Anderson

1. James Nigg opened the board meeting at 8:03 p.m. with the Pledge of Allegiance.
2. The following item was added to the agenda; #4. Road Maintenance, mailboxes & road report plus #15. Other – damage claims by residents on West Little McDonald Drive.

Sazama made the motion to approve the agenda as amended, 2nd by Norris. Agenda was approved, 3/0.

3. Call for gopher bounty –no response
Beaver bounty – John Weickert, hired trapper, had three tails for bounty payments at \$25.00/tail.
4. Sonnenberg Road Maintenance
 - a. Sazama & Norris each have received positive comments from residents on the current road maintenance. Norris had several calls on mailbox damage, one disgruntled call lasted over 1 hour. Bills for mailbox damage/replacement will be forwarded to Sonnenberg's. Nigg had 8 calls from people who are very happy with road maintenance this winter. Nigg also had two complaint calls. Validity of mailbox claims might need to be proven. Was this snowplow damage or roadside vandalism?
 - b. Norris had display maps of Edna Twp. where approximately 20 miles of asphalt roads need crack sealing. This will be on the agenda of the Annual Meeting. What are the wishes of the residents? Gravel is needed on approximately 8 miles. Flooding will be a problem on; 430th Street, Wolf Lake Road, Devils Lake Road.
 - c. There has not been a written or followed maintenance program in previous years and catch up repair is needed before roads are destroyed. When it comes to crack sealing, there are 2 readily available products;
 - 1.) T3 = improved roof tar, may last for one year and cost about \$675/mile
 - 2.) A hot rubberized product, may last 3-4 years & will cost twice as much as the roof tar.
 - d. Chairman Nigg would like to get this process going ASAP, hopefully April. There is not any money for any repair at this time however, so repairs may be postponed until 2012.
 - e. Treasurer Marthaler questioned the rise in salt usage. Sonnenberg's are using a lot of sand. Explanation "There is so much snow that has turned to ice this year. This means the slopes and corners are very icy." Sonnenberg's have been putting on more sand/salt in the last three months than they did when winter started in October. Big McDonald residents called, needing more sand on a curve that has become dangerous. Sonnenberg's were notified & took care of this curve.

5. Clerk's Report

No corrections or additions were made. Norris made the motion to approve the Clerk's Report as written, 2nd by Nigg. Report approved 3/0.

6. Treasurer's Report

No corrections were made. Income received year to date is \$525.14,. Expenditures in January were \$12,695.12. Cash balance at the end of January is \$20,743.46. Claims presented at February meeting are \$17,482.31.

Sazama made the motion to approve Report, 2nd by Nigg. Report approved 3/0.

7. Financial concerns

a. Edna Township will need to go back to the bank for a loan. Major income is expected in June, but will be siphoned off to repay any loans. A short term note will not solve the problems. Bills need to be paid in March, April & May, before new income is expected. Norris made the motion to investigate various borrowing options available to Edna Twp. This information will be brought to the Annual Meeting for instructions on how to proceed. Sazama 2nd.

Motion approved 3/0

- b. 2012 budget review will be presented at Annual Meeting. There is uncertainty on how much money the State will distribute to Townships. Any levy changes made at the Annual Meeting will affect 2012 funding.
- c. Sign inventory is due by 2012. Edna Twp has their inventory done. Replacing all nonconforming signs is due by 2015. MN Association of townships is lobbying to extend that deadline. Edna Twp. has just over 400 signs with replacement costs of \$150/sign. None of the old posts can be used. This is an unfunded mandate by the federal government.

8. Snow and Ice Removal

Jim Nigg brought the formal policy regarding road care in the winter for Edna Twp. This policy was developed from the

Minnesota Association of Township documents. Norris made the motion to approve the policy with corrections. Sazama 2nd. Policy approved 3/0. The U. S. Postal standards for mail boxes are also included in the document.

9. Moving the Annual election to November

At the 2010 annual Meeting, a motion from the floor was made to move the Annual elections to November to coincide with state & federal elections. The reasons for this move are;

a. save \$\$\$\$. Edna Twp must use the AutoMark machine for any voters who wish to use it. That means ballots must be specially ordered & printed through the Otter Tail County Auditor, the AutoMark machine rented, and four election judges hired. Originally, this was expected to cost close to \$1,000.00 each year. However, in 2010, Edna Twp paid \$222 dollars as the cost was shared by other townships, and

b. There might be greater voter turnout in the fall before residents moved south for the winter.

However, this motion cannot be decided at an annual meeting. It must be placed on the ballot and offered to all residents of the township who vote.

Discussion ensued: Board terms would need to increase in length – supervisors could serve 6 year terms, clerk and treasurer could serve 4 year terms. The Annual Election would only be held in the same years as general elections. With such extended terms, the volunteer pool for board positions could become limited. This will need to be explained at the Annual Meeting, March 8, 2011.

10 Election Concerns

Judges are Echo Dockter, Head Judge, Patricia Dubord, Sharon Guck and Darlene Wodrich. Everything is in place at this time. Election supplies can be picked up on March 7th at the East Otter Tail Township's meeting. O.T.Cty.'s office requires Edna Twp to have some privacy booths in place for any elections.

11. Board salaries comparisons with other Otter Tail County Townships. No information is available at this time. Carol Jacobson, Clerk of East Otter Tail County Association of Townships, 218-864-5727 has the raw data. She intends to have the figures available for the E.O.T. Cty Association of Twps meeting on March 7, 2011, in Ottetail.

12. Shared township road agreements No changes at this time.

13. Job Descriptions No changes at this time.

14. Road maintenance agreements with other townships

Dora Twp will be sent a bill for snow removal on shared roads. There was a discussion between the Dora & Edna Twps for shared roads. There is a set formula for payment for snow removal.

Norris will check with Hobart Twp. on shared surveying.

15. OTHER

a. Recent Correspondence

Notice of 2011 Short courses in Alexandria 3/24. All 5 officers intend to attend. Norris made the resolution that this meeting be attended and the officers be paid for their time. Resolution approved 3/0

Notice of Hospital Annual Meeting 2/22

Notice of East Otter Tail Townships Spring Meeting 3/7/11. Four of the officers will attend that meeting.

Norris made a resolution that Edna Twp approve the attendance of 4 of the officers. Resolution approved, 3/0.

b. Agenda for Annual Meeting

The supervisors are still setting this up. Clerk Nelson needs the agenda by March 1, 2011, in order to have it printed & ready for the annual meeting.

c. Requests for Donations at Annual Meeting Six requests came in before the deadline of the February meeting.

MN Legislature approved Township donations to approved non-profit agencies.

Riding On Angels Wings requesting \$320.00

E.O.T. Historical Society/Pioneer Village will accept any size donation

Perham Public Library requesting \$750, the same amount given in 2009, & 2010

Perham Area Community Center will accept any size donation

History Museum of E.O.T.County/ITOW will accept any size donation

E.O.T.County Fair will accept any size donation

d. Website Supervisor Norris is working towards creating a website for Edna Twp.

The MN Association of Townships states, "Development of a website requires a resolution be created by the Supervisors. Web Site ownership is not a ballot question for resident voting".

f. Norris made the motion to approve payment of all claims (\$17,363.36) submitted for payment on February 15, 2011. Sazama 2nd. Motion approved 3/0.

e. Claims for repayment of property damage done to residents of West Little McDonald Drive, August 2009.

The residents have had no responses to their requests for property damage payments. The claims have been sent to a former Edna township supervisor. MN townships Association declared a Supervisor acted as an ordinary citizen, outside his realm of authority, not on behalf of the Township. Therefore, Louie Sazama is responsible for payment of damage and has been sent the claims by Attorney Svingen.

16. Norris made the motion to approve the submitted claims for February. Sazama 2nd. Motion approved 3/0.

17. Norris made the motion to adjourn the meeting. Sazama 2nd. Meeting adjourned.

Respectfully Submitted,

Carol Nelson

Clerk, Edna Twp

Claims Submitted and Paid

8.	James Nigg	2 meetings & sign inventory	\$ 184.29	2199
9.	P.E.R.A.	Edna Twp. & employees contribution	\$ 176.98	2200
10	E.O.T. Assoc. of Townships	County, State, National Dues	\$ 603.22	2201
11	Carol Nelson	postage 100 stamps @ \$.44	\$ 44.00	2202
12	Brad Helmeke LTD	preparation of taxes	\$ 95.00	2203
13	Carol Nelson	meeting & monthly salary	\$ 247.91	2204
14	Sonnenberg Road Maintenance	170.5 hour of snow plowing	\$13,043.25	2205
15	O. T. Cty Treasurer	mixed sand & salt for roads	\$ 2,528.72	2206
16	United States Treasury	payment of employer taxes	\$ 306.20	2207
17	Karen Marthaler	meeting & monthly salary	\$ 177.74	2208
18	John Weickert	3 beaver tail, taken by licensed trapper	\$ 75.00	2209
			Claim totals	\$17,482.31