

EDNA TOWNSHIP MEETING April 20,2021 www.ednatownship.org

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

Dennis Sazama, Gary Schattschneider, Ben Bucholz, Echo Dockter and Karen Marthaler were present.

The agenda was reviewed. Sazama approved the agenda with the addition of the new website review by Turn2Creative.

Schattschneider 2nd the motion and it passed unanimously.

Boone Caughey, of Turn2Creative, talked through the new website. There was some discussion about the fee for the website hosting. The contract specified that the fee for the first year would be included in the contract price. There was a significant discount if the township contracted for 3 years at once (total price of \$360), so that was done. T2C will refund to the township the amount that it would have cost, something less than \$200.

The clerk's report was reviewed. Schattschneider made a motion to approve the March minutes with the correction.

Bucholz 2nd the motion and it passed unanimously.

The treasurer's report began with signing the new signature cards – to add Bucholz and remove Nelson. The report showed receipts of \$763,051.65, disbursements of \$6,068.46 and working capital of \$1,219,370.34. Sazama made a motion to accept the report as presented. Bucholz 2nd the motion and it passed unanimously.

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

The road report began with a request from Brian Folsom of 37714 N Little McDonald Dr. Mr Folsom has issues with rainwater collecting at the end of his driveway. He would like to have a pipe installed under the road so that the rainwater can be pumped to the other side of the road. The Board discussed this and agreed that this would be acceptable. They also reminded him to call for locating services as there are several utilities running through the ditches. Schattschneider made a motion to approve the plan to use a sump pump and a pipe under the road as long as there is approval from Land and Resources and the DNR if required. This action includes the provision that the township will hold Mr. Folsom responsible for any road damage and will require the road to be brought back to original condition. This request also carries the provision that the township is not responsible for any damages caused by road maintenance or improvements done at any time in the future. Bucholz 2nd the motion and it passed unanimously.

Dave Boedigheimer at 34771 Sybil Lake Trail communicated with Schattschneider regarding his mailbox, landscape timber and horseshoe pit being damaged by the snowplow. Sonnenberg was not able to view this before the meeting. He will look at it and make a recommendation at the May meeting. Schattschneider will email Mr. Boedigheimer to remind him of the mailbox policy and tell him the snowplow operator and township will look at ways to keep this from happening again.

Bucholz received a complaint regarding 425th St not having any crown. This opened up a discussion of the gravel roads. There are several spots in the township where the irrigators are running on the gravel roads. This causes the gravel to wash away and those spots turn black. Sonnenberg identified at least 3 spots and Sazama agreed to talk to the farmers to ask that the irrigators be adjusted. Sonnenberg also mentioned that there is usually a 4 year rotation of graveling roads. This has been this way for several years. None of the current Board members were aware of this rotation. It was being done in a 4 year rotation to stay within the budget. Sonnenberg mentioned that this has been enough to get through but not enough to get ahead. The result is that the gravel roads do not maintain the ideal crown. Another aspect of gravel road maintenance that has not been done for several years is to disc the edges of the gravel roads. This will pull back some of the gravel that gets 'lost' in the grassy shoulders. It was agreed that Sonnenberg should disc the shoulders of all the gravel roads in the township and then build up the crown on 403rd, 385th and Fort Thunder. Sonnenberg also said 355th should be scheduled for gravel this year. This discussion also included where to put chloride this year. The usual spots were mentioned (Kerbs Lake, aka West Little McDonald, Devil's Lake and 355th) and a couple more were added because of the increased traffic already seen and expected to continue during the construction of County Road 34. The additional roads mentioned were Fort Thunder road, 430th and Sybil Lake. The Board will ask the county to dust guard Fort Thunder. There is beaver damage on Engstrom Beach again. Dora Township is going to work on this and will be sending a bill. They talked to Sazama on this issue.

The dirt in the ditch on East Big McDonald was brought to the attention of Land and Resources. There was no permit for this. Land and Resources will deal with the landowner to get it removed.

There was also a reminder to look into a septic system policy. It seems that permits being issued are allowing the slope from the mound of the septic system to slope into the road right of way. This is not acceptable. Sazama will be talking to Land and Resources. Dockter will check to see if any of the surrounding townships have policies to prevent this.

The minimum maintenance roads that were not listed in the document filed with the County Recorder are probably still Edna Township minimum maintenance roads. It would take more formal procedures to have them vacated. There are still some questions about how often these roads have been maintained. It was agreed that these roads do need to be defined and recorded as township roads if they are going to be maintained. The roads in question are 363rd, 380th and Minnesota St, from 380th Ave to County Rd 123.

Stabnow's engineering report for the reconstruction/repair of CH131 (432nd, 370th and 423rd) has the repairs broken down by road. There was discussion about the rebuild of these roads bringing them up to 9 tons specs, when it seems that county roads are built to 10 specs and it would make sense to begin to build the township roads up to match the county roads.

Stabnow stated there is very little difference between 9 and 10 ton specs and even though the roads would be built to 9 ton specs they easily might test as 10 ton roads. One of the options in the report includes asphalt on 430th even though it was not asphalt before. It was included because this would be a cost effective time to have it done. There have been no requests to do this at this time. There has been an inquiry regarding asphalt for the gravel portion of West Little McDonald Dr. There will be further review of the procedure to have an existing gravel road asphalted.

Sazama made a motion to get the project started by obtaining quotes and bids for the 4 difference stages of the CH131 turnover project. Bucholz 2nd the motion and it passed unanimously.

Mark and Barb Lenius were present to request that 378th become a township road. This is a platted road and all the properties along this road have been sold. The road was built to the specs in place when this plat was done. Stabnow will meet with Lenius regarding the steps to make it a township road. This will be on the May agenda.

There was also a discussion regarding speed limits. Schattschneider will talk to MAT about this and write up an explanation of why the township is not acting on requests of the lake associations at this time.

Schattschneider led the discussion of which roads need crack fill and which ones need seal coating. There are also roads that need more repair than just crack fill or seal coating. In an effort to get all of these processes moving faster it was decided that this meeting would recess and reconvene in one week when the mileage for the roads would be reviewed in detail.

Bucholz and Schattschneider attended the Weed Control meeting. Several Board members attend the Spring Training workshops held on line this year. It was noted that all the workshops are still available on the MAT website.

Sazama is continuing to work on the procedure needed to clear the road right-of ways. Written permission from the landowners is strongly recommended even though it is statutorily allowed.

At this point the meeting was recessed with the agreement that it would be reconvened the following Tuesday at 7 pm. at the same place.

The meeting was reconvened at 7 pm and began with the Pledge of Allegiance. All board members were present. Lake Region Energy Services had emailed a request to Bucholz. The East Paul Lake Dr plat does not agree with where the road actually is. Lake Region Energy Services would like to install a natural gas pipeline. Sazama made a motion to allow Lake Region Energy Services to install the natural gas pipeline within the road corridor, with the request that the pipeline be at least 10 feet from the road surface on the east side of the road. Bucholz 2nd the motion and it passed unanimously.

After discussing the budget amounts the Board decided to crack fill the following roads; 428th, 430th, 380th, 385th, Cousins Lane, Bill's Beach Lane, Seclusion Point, S Paul Lake Dr and Wood Duck Loop. Sazama made a motion to have Newling Asphalt do these 9 roads, a distance of about 4.62 miles. Bucholz 2nd the motion and it passed unanimously.

Sazama made a motion to seal coat and stripe 460th, Fawn Oaks Trail and W Paul Lake Dr. Bucholz 2nd the motion and it passed unanimously. Note 460th is a town line road, shared with Hobart Township.

It was agreed to do dust control again this year on the same roads as last year plus Fort Thunder, adding about 1 mile. Sonnenberg and Sazama will work with North Central to get the chloride done as soon as the graveling is done. Sazama made the motion to have the chloride put down by North Central. Bucholz 2nd the motion and it passed unanimously. Stabnow will look at the roads that need repair work. Bids are required if the work is estimated to be more than \$175,000. The roads needing repair are E Big McDonald, N Little McDonald (from approx. 48022 to the corner of 385th and 455th) and 455th.

Noted that there is still a dip at the corner of 395th and 450th. Stabnow will be attending the May meeting with estimates for this work.

The quotes for the seal coating were reviewed. Sazama made a motion to accept the bid from Asphalt Preservation Company. Bucholz 2nd and the motion passed unanimously. E Big McDonald Dr will need more repairs before it can be seal coated. It may not be ready before the end of summer.

One item was added to the subcontractor list of projects. This would be the removal of trees at the corner of 423rd and 350th.

At this time there are no quotes or bids being received for the work on CH131. Stabnow will be looking at the options to fix the sloped curve at the corner of 432nd and 370th and to resurface the rest of 423rd, 370th and 432rd.

The meeting was adjourned at 8:45pm.

Edw J. Docke

Date Range : 3/20/2021 To 4/20/2021

<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>
04/15/2021	Otter Tail County Auditor-Treasurer	Township election supplies - Automark,etc	3261	\$234.61	100-41410-209-	Elections	\$234.61
04/15/2021	Otter Tail County Treasurer	Sand and Salt for 1/31 Statement 2992	3262*	\$2,209.73	201-43125-220-401	Ice and Snow Removal	\$2,209.73
04/15/2021	Sonnenberg Excavating	Snowplowing - 2/5,3/4,3/11	3263	\$1,802.00	201-43125-224-401	Ice and Snow Removal	\$1,802.00
04/15/2021	Sonnenberg Excavating	Road Grading	3264*	\$2,332.00	201-43140-224-402	Grading Services/regular	\$2,332.00
04/15/2021	Otter Tail County Auditor-Treasurer	Ditch Assessment for 2 'parcels', P2020096005000 and R20000030012005	3265*	\$9.53	201-43141-224-	Gravel/normal maintenance	\$9.53
04/15/2021	Dennis Sazama	Reimbursement for Spring road tour mileage, 50 miles @ .56 = \$28.00	3266	\$28.00	201-41110-331-	Council/Town Board	\$28.00
04/15/2021	City of Dent	1/2 the cost of the outside display board	3268	\$211.40	100-41420-352-	Recording and Reporting	\$211.40
04/15/2021	Echo Dockter	Reimbursement for copies, mileage, postage, tax forms, printer ink, website fees	3269*	\$786.60	100-41110-352- 100-41110-201- 100-41110-322- 100-41410-331-301 100-41131-352- 100-41110-201-	Council/Town Board Council/Town Board Council/Town Board Elections Publishing Council/Town Board	\$133.08 \$64.10 \$53.20 \$89.60 \$442.84 \$3.78
04/15/2021	Ben Bucholz	Reimbursement for case for laptop	3270	\$23.61			

Claims List for Approval

Edna Township

Date Range : 3/20/2021 To 4/20/2021

<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>
04/15/2021	Turn 2 Creative	last half of contract for website development	3271	\$875.00	100-41110-201-	Council/Town Board	\$23.61
					100-41110-352-	Council/Town Board	\$875.00
Total For Selected Claims				\$8,512.48			\$8,512.48

[Signature]
4-20-2021

Benjamin D. Buchholz
Town Supervisor

[Signature]
Dennis Sazama

Chair, Town Supervisor

[Signature]
Gary Schattschneider

Town Supervisor

[Signature]
Payroll Approved - clerk & treasurer, paid 4-20-21

[Signature]
Ben

Gary

[Signature]
Dennis P. Sazama
Dennis

Edna Township - Otter Tail County

Co Rd 131 Turnback Area - 2021 Reconstruction Projects

Feasibility Cost Estimate

April 20, 2021

1 Reconstruct 430th Street - 370th Ave to So Paul Lake Drive - 22 Feet Wide - 4,200 LF

Item	Description	Approx Quan	Unit	Unit Price	Total
1	Topsoil	4,000	CY	\$ 8.00	\$ 32,000.00
2	Common Excavation	10,000	CY	\$ 8.00	\$ 80,000.00
3	Aggregate Base, Class 5	2,000	Ton	\$ 12.00	\$ 24,000.00
4	Drainage improvements	1	Lump Sum	\$ 5,000.00	\$ 5,000.00
5	Landscaping, turf establishment	1	Lump Sum	\$ 10,000.00	\$ 10,000.00
Estimated Construction Cost- 430th Street Reconstruction					\$ 151,000.00
Estimated Engineering and Administration 15%					\$ 22,650.00
Estimated Total Cost- 430th Street Reconstruction					\$ 173,650.00

2 Repave / Pave 432nd St, 370th and 430th - Co Rd 35 to So Paul Lake Dr - 22 Feet Wide - 6,700 LF

1	Full Depth Reclamation (FDR)	4,344	SY	\$ 1.50	\$ 6,516.00
2	Full Depth Reclamation (FDR) - Salvage	2,044	SY	\$ 5.00	\$ 10,220.00
3	Aggregate Base, Class 5	8,000	Ton	\$ 12.00	\$ 96,000.00
4	Aggregate Shoulder, Class 1	800	Ton	\$ 15.00	\$ 12,000.00
5	Bituminous Mix - 3-1/2" - 2 Lifts	3,500	Ton	\$ 60.00	\$ 210,000.00
6	Landscaping, turf establishment	1	Lump Sum	\$ 2,500.00	\$ 2,500.00
7	Sealcoat	16,378	SY	\$ 2.00	\$ 32,756.00
Estimated Construction Cost - 432nd St, 370th Ave and 430th Street Paving					\$ 369,992.00
Estimated Engineering and Administration 12%					\$ 44,399.04
Estimated Total Cost - 432nd St, 370th Ave and 430th Street Paving					\$ 414,391.04

3 Full Depth Reclamation (FDR) 370th Ave - 423rd St to 430th St - 22 Feet Wide - 4,000 LF

1	Slope improvements, remove cattlepass	1	Lump Sum	\$ 10,000.00	\$ 10,000.00
2	Full Depth Reclamation (FDR)	10,250	SY	\$ 1.50	\$ 15,375.00
3	Double Shot Sealcoat	9,800	SY	\$ 5.00	\$ 49,000.00
4	Aggregate Shoulder, Class 1	600	Ton	\$ 15.00	\$ 9,000.00
5	Landscaping, turf establishment	1	Lump Sum	\$ 2,500.00	\$ 2,500.00
Estimated Construction Cost - 370th Avenue Full Depth Reclamation with Sealcoat					\$ 85,875.00
Estimated Engineering and Administration 12%					\$ 10,305.00
Estimated Total Cost - 370th Avenue Full Depth Reclamation with Sealcoat					\$ 96,180.00

4 Overlay 423rd Street - Co Rd 35 to 370th Avenue - 22 Feet Wide - 1,300 LF

1	Aggregate Shoulder, Class 1	100	Ton	\$ 20.00	\$ 2,000.00
2	Bituminous Mix - 1-1/2"	300	Ton	\$ 60.00	\$ 18,000.00
3	Landscaping, turf establishment	1	Lump Sum	\$ 500.00	\$ 500.00
4	Sealcoat	3,178	SY	\$ 2.00	\$ 6,356.00
Estimated Construction Cost - 423rd Street Overlay					\$ 26,856.00
Estimated Engineering and Administration 12%					\$ 3,222.72
Estimated Total Cost - 423rd Street Overlay					\$ 30,078.72

Total All 4 Projects **\$ 714,299.76**