

MINUTES OF THE REGULAR MONTHLY MEETING
OF THE CLITHERALL TOWNSHIP BOARD
Eagle Lake Church
February 11, 2010

The meeting was called to order by Chairman Don Davenport at 6:15 p.m., who led with the Pledge of Allegiance. Board members in attendance included Davenport, Dallas Grewe, Lyman Trutna, and Treasurer Polly Berg. Berg recorded the minutes in the absence of Clerk Eitzen.

Approval of Minutes of January Meeting: The Board delayed approval of the January minutes until the next meeting so that the minutes from the recessed meeting of January 27th can be added to the copy which currently appears on the Township web page.

Approval of Treasurer's Report: The supervisors reviewed the financial report for the month ended January 31, 2010. Motion to accept the report made by Grewe, seconded by Trutna. MC/U

Fire Meeting: Davenport mentioned that the new contract came out today. The supervisors will attend the next meeting scheduled for February 24 at 7:00 p.m. at the Fire Department at which this contract will be the topic of discussion.

Crane Lake Drive: Residents to whom a letter was recently sent concerning the placement of their sewer/septic in the right of way along Crane Lake Drive addressed the Board with certain questions concerning the letter. Discussion of some of the proposed solutions followed. A couple of residents mentioned that they were okay with things the way they currently are and noted that they were looking for clarification as to future actions to be taken. It was pointed out that the only real problem would be if a property owner experienced a problem down the road with the existing system; that is, at that point the sewer system would have to be moved out of the right of way. If anyone contacts the Board to see if they want to pursue available options, Davenport noted that the Board would then follow up with the affected property owners.

South Clitherall Lake Road: We received appraisals for all of the road moves. Discussion followed as to suggested moves that have been presented with respect to building the road, the effect of which would be to correct certain curves along this roadway.

Grant Update: Davenport provided an update to our grant application. Our application has been denied. Amy Klobuchar's office apparently received 190 applications and only nine were approved. He noted some of the projects were huge in nature. We can submit another application for 2011, but we would want to be joint applicants with Nidaros Township. Nidaros does not have another meeting until their Annual Meeting and the deadline is the 19th of this month so no additional action can or will be taken at this time. Davenport indicated that he will verify the year to which the July forms related (2010 or 2011).

Town Line Agreements: A resident raised a question concerning existing town line agreements. Davenport noted we have one in place with Girard. We also have an existing agreement with Nidaros, but they don't want to honor its terms. Davenport noted that state statutes don't do a real good job in addressing issues on town line roads, which has resulted in the current "stalemate" between the two townships.

Nate Seeger revised the agreement with Tordenskjold Township to correct concerns discussed earlier about the road building section; specifically, language was added to specify that both townships must agree on the construction and cost before construction begins on the project. The Board reviewed its terms and discussed the division of responsibilities as set forth in the updated draft. Trutna made a motion, seconded by Grewe, that the Township move forward with the execution of this Agreement as currently written. MC/U Davenport indicated that this agreement would be a good template for the agreement to be developed with Eagle Lake Township.

Deutsch Hearing: The information still is not back from the property owner in Alaska. Clerk Eitzen is going to write a letter to the sister of the Alaska resident in follow up. The hearing date won't be rescheduled until we receive the required information.

Ditch 16: The recommendation of the Commissioners at a meeting earlier this week is to clean out the ditch and culverts, including a half-foot cleanup at the outlet of Clitherall Lake. Commissioners approved applying for necessary permits from the DNR. The township will get assessed like all of the property owners, but it will be a really small assessment. Davenport indicated that they didn't elaborate as to the cost of the engineering study. Bonnie Beach and North Clitherall Lake Road culverts need to be changed out, although they did not specify the size. Davenport noted that, in completing the study, the engineer did look at the impact to Molly Stark Lake, West Battle Lake, and Annie Battle Lake. He apparently made a determination that said that the outlet of Battle Lake is six times larger than that of Clitherall Lake. The amount of water flowing out of Clitherall Lake will remain the same. State statutes place an obligation on the ditch authority to keep the ditches cleaned out.

FEMA/190th Street: Trutna indicated that he needs the bills for money spent in 2008 on 190th Street. He will follow up with Jan to gather necessary information.

Road Inspection: The road inspection scheduled for Monday, February 15th, was rescheduled for Saturday, February 20, at 7:30 a.m. The supervisors will meet at the Standard station in Battle Lake. Trutna noted that the supervisors will need to make note of how much spraying the Township will need to do; a cost estimate can then be obtained based on the number of miles for which spraying will be required.

Statesboro: Grewe indicated he talked with the County engineer today. He said the county expects to have the plans for rebuilding Statesboro ready in a couple of weeks.

LADA: Davenport wants to schedule another meeting with the Director of LADA. Dates will be discussed in the near future.

Zoning Ordinance: The next meeting of the Committee is scheduled for February 17th. Trutna will attend that meeting as the Board representative. Grewe indicated that the members are doing a good job of going through the draft document, line by line. In response to a question raised by a resident, Grewe indicated that when they have completed this effort, the committee will bring their recommendations to the Board.

Town Hall: Davenport indicated that the architect selected by the Board has presented the Township with a drawing. He pointed out two significant changes from layouts previously discussed with committee members. First, the architect confirmed that the Township would only need to have one bathroom in the facility. He also noted that the storage room included in the previous layout has been removed in this drawing. Davenport noted that there is storage in the

front for the voting equipment; on the opposite side, there is a small area where a desk could be placed and would be a locked room. The architect added a roof over the door that would keep snow off the walkway.

Davenport noted that certain modifications need to be made (e.g. as to the directional elevations noted on the drawing; moving the bathroom to the other side of the building; adding a urinal; movement of the window to allow for more cross-ventilation). Change from baseboard heat to cove heating will also be reflected in the plans. Davenport will contact the architect to make these changes. Discussions ensued as to required setbacks for the placement of the structure.

Davenport indicated that we may not be able to get concrete bids prior to the Annual Meeting but the Township may be able to get quotes from a couple of local contractors so some estimates can be presented to constituents at the Annual Meeting.

Davenport mentioned that the Township had been contacted recently concerning a complaint the State Auditor's office had received regarding performance of services by one of the supervisors as an independent contractor, the townline agreement with Nidaros, and the vote on the town hall. The Township's attorney, Nate Seeger, sent a responsive letter today to the Auditor's office, with accompanying documents reflecting actions taken by the Board on the matters which are the subject of the complaint.

Notary Public: Discussion followed as to whether it would be beneficial to have a member of the Board as a notary public; the only expense to be incurred in renewing Berg's commission would be the cost of recording her signature at the County (\$100.00). Following such discussion, Dallas made a motion, seconded by Trutna, that the Township bear the expense of registering Treasurer Berg's signature at the County. MC/U

Approval of election judges for March Annual Meeting: The Board reviewed the list of suggested judges for the Annual Meeting in March. Grewe made a motion, seconded by Trutna, to accept the roster of judges, which includes Al Domke, Jean Boyum, and Bruce Larson. MC/U

The Board has received the brochure announcing the 37th Annual Township Officers Spring Short Course; one of the sessions is scheduled to take place on March 25, 2010, in Alexandria at the Arrowwood facilities. There is no pre-registration for this event this year. The Board will make a decision as to attendance at the future date.

The Board reviewed the claims list for approval and payroll approval forms. Motion by Trutna, seconded by Grewe, to approve the payment of claims by checks numbered 4292 through 4301. MC/U

On a motion made by Grewe, seconded by Trutna, the meeting was recessed to Saturday, February 20th, at 7:30 a.m. for a road inspection; it will then be recessed to Wednesday, February 24th, at 7:00 p.m. for a Fire Meeting; and then to the second monthly meeting on Thursday, February 25th.

Polly Berg,
For Clerk Jan Eitzen

MINUTES OF THE RECESSED MONTHLY MEETING
OF THE CLITHERALL TOWNSHIP BOARD
Eagle Lake Church
February 25, 2010

The meeting was opened by Chairman Don Davenport at 6:15 p.m.. Board members in attendance included Don Davenport, Dallas Grewe, Lyman Trutna, and Clerk Jan Eitzen.

Approval of Minutes of January Meeting: Motion by Trutna to accept January minutes. 2nd Grewe. MC/U

Town Line Agreements: Tordenskjold Township signed the final version of the Town Line Agreement. Motion by Grewe to sign the Town Line Agreement with Tordenskjold Township. 2nd Trutna. MC/U. Davenport and Eitzen signed the agreement. Eitzen will provide a copy to Tordenskjold.

Antler Lane: Board is still waiting for a response from the property owner as to whether they want to put their name on the DNR application and be involved in the process.

Road Inspection: Board need to inspect 190th to evaluate plans for how to open the road. Board also needs to evaluate Bonnie Beach road to determine plans for any changes. The board also discussed Statesboro. The board scheduled a road inspection for Monday, March 1, 3:00, meet at Standard.

Town Hall: Nate Seeger attended. Davenport explained that there was a grant opportunity for the board to apply for funds through Senator Al Franken. Grant needs to be submitted by March 5, but won't have funds available until 2011. Motion by Trutna to apply for grant for Town Hall funds. 2nd Grewe. MC/U.

Options for financing: Nate addressed the residents. One option would be to pay for hall out of funds on hand. As no funds are saved, it is not an option. Another option is to apply for grant funds. Another option is to finance the project through a tax levy. This would be in addition to the regular voter levy. He stated the board has the authority to implement a levy for the building of a town hall within the expenditure amount already authorized by the voters. He stated the levy could be all in one year and build in the year the funds come in. He also stated the board could levy and build in multiple years. He further stated the board could enter a longer term debt arrangement, which may or may not involve a vote. At the annual meeting, the voters could set up a capital reserve fund to save for the project. Seeger further described some details of financing options.

The board discussed with residents the option of using BHH Partners to provide a cost estimate for further information that can be used for evaluating building schedule and funding options. It may additionally help with the grant application.

Motion by Grewe to have BHH Partners to provide a cost estimate for building the town hall. 2nd by Trutna. MC/U

There is a West Otter Tail Officers Meeting on March 18, 2010 at Underwood Community Center at 1:30.

The Zoning committee asked for clarification about fencing. The board stated that fences need to be outside the road right-of-way.

Grewe suggested the board review their liability policy and increase their liability insurance from a one million dollar limit to a higher amount such as 1.5 million. This should be done before using contractors this spring.

Motion by Grewe to recess. 2nd Davenport. MC/U. The board is recessed to Monday, March 1 for road inspection and further recessed to Wednesday, March 3 for Lobby Day. Meeting recessed at 8:00

/s/ Jan Eitzen
Clerk