

MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE CLITHERALL TOWNSHIP BOARD  
Eagle Lake Church  
March 4, 2010

The meeting was called to order by Chairman Don Davenport at 6:30 p.m., who led with the Pledge of Allegiance. Board members in attendance included Davenport, Dallas Grewe, Lyman Trutna, Treasurer Polly Berg, Clerk Jan Eitzen.

Approval of Minutes of February Meeting: The board will postpone approval of the February minutes.

BLMP: Annual report is received and will have printed for annual meeting.

Fire Dept report: Joint powers contracts will be finalized on the 25<sup>th</sup> of March, but will have an amount to be approved at the annual meeting.

Road Inspection: Board determined road inspections for the budget.

Antler Lane: Seeger sent out a follow up letter to property owner on Antler Lane.

Campground Rd: Documents were received that were not notarized. Stabnow will ask them to send the correct documents.

Crane Lake Drive - Sewer: Property owners will not be pursuing this, it will be removed from agenda.

Crane Lake Drive – Encroachment: Stabnow stated he inquired of Otter Tail County Land and Resource Wetlands representative about this wetlands and found that OTC has primary responsibility with DNR as secondary responsibility. He will start application process with this group.

Town Line Agreements: Nidaros - Davenport invited chairman to Clitherall mtg to start discussions again.

Ditch 16: OTC minutes are now available. Update on Clitherall Lake Assn. website as well.

Statesboro: No information from county.

LADA: Regional Planning – Davenport met with Chuck Reeves, Battle Lake mayor and Everts Twp supervisor. The city plans to update their comprehensive plan. The townships have asked to be a part of the process.

Grant Application: Battle Lake and Clitherall jointly applied for a grant for planning water and sewer through Senator Al Franken's office.

Zoning: Next meeting March 24, 8:00 at the funeral home.

Town Hall: Cost estimate was received from BHH Partners.

Financial Plan: Davenport distributed a 6 year financial plan. The board discussed various proposed road projects.

John Christensen attended and discussed proposed road projects with the board. He also clarified his bills from last year.

The board discussed the proposed levy. Motion by Trutna to recommend levy for 2011 as follows:

\$345,000 total	
General	\$ 50,000
Road and Bridge	\$235,000
Fire	\$ 20,000
Capital Reserve Account	\$ 40,000

2nd Grewe. MC/U

Motion by Grewe to recess to West Otter Tail Officers meeting 3/18. 2<sup>nd</sup> Trutna. MC/U.

Meeting recessed at 10:40

MINUTES OF THE RECESSED REGULAR MONTHLY MEETING  
OF THE CLITHERALL TOWNSHIP BOARD

Eagle Lake Church

March 18, 2010

Davenport opened the meeting at 6:15.

Davenport read a letter of resignation submitted by Polly Berg. Motion by Grewe to accept Berg resignation. 2<sup>nd</sup> Trutna. MC/U.

Davenport requested a wording change regarding the grant update from the 2/11 meeting minutes. He requested that the wording change from "the state" to "Amy Klobuchar's office". The change has been made. Motion by Trutna to approve the minutes with the specified change. 2<sup>nd</sup> Grewe. MC/U.

Berg presented the Treasurer's report. The board discussed the BLMP invoices. Motion by Trutna to approve the Treasurer's report. 2<sup>nd</sup> Grewe. MC/U

Motion by Trutna to approve paying the bills. 2<sup>nd</sup> Grewe. MC/U. Checks 4302 through 4325 were issued to pay the bills.

Davenport distributed a list of outstanding items for the board to follow through on. Davenport reminded the board of Spring Training course March 25, 2010.

Motion by Trutna to recess meeting to organizational meeting. 2<sup>nd</sup> Grewe. MC/U. Meeting recessed at 6:50.

Meeting reconvened by Chairman Grewe at 8:15.

## Committee Meetings:

BLMP: Grewe informed the board of some duties the supervisors should be performing when they go to the meetings. He also stated the board should check the insurance coverage of the garage and its contents.

Fire Meeting: All the board plans to attend the Fire meeting 3/25 at 7:00 at the BL Fire Hall.

Road Inspections: Trutna reported that a couple of roads flooded but that many locations that had new culverts looked very good. A resident stated that the culvert at Bonnie Beach road works very well. A couple of holes exist on 190<sup>th</sup>.

Grewe discussed that all the signs need to be replaced by 2015. Grewe suggested the board buy their signs through the county. Grewe suggested the board develop a multi-year plan for replacing signs. This plan needs to be in place by 1/2012, reflectivity requirements need to be met by 1/2015, overhead street signs must be in place by 1/2018.

The board wants to document items to be done in a list. The board discussed the procedure for changing signs in certain locations. Grewe asked for a form for documenting sign inspections. It will be modified for Clitherall Twp.

## Road Projects:

Antler Lane will be discussed at next month's agenda. Don Davenport reported that the property owner called Nate Seeger.

Deutsche Addition: Hearing scheduled for April 22, 6:00. Eitzen will begin the publication and posting process.

S. Clitherall Lake Rd: The board needs to check with Nate on the status of this. Grewe will check with him.

Grant Update: Only one grant request is outstanding and that is for the town hall. The board requested the clerk to follow up on this request.

Crane Lake Drive encroachment. Stabnow is working with OTC Land and Resource.

Town Line Agreements: Next step with Nidaros is to invite them to the Clitherall Meeting. Grewe will contact them.

Ditch 16: Grewe stated that the county will handle anything to do with this and the township doesn't have a lot of involvement.

FEMA: Trutna wants to review the bills regarding 190<sup>th</sup> to see if they can be submitted for FEMA. He will schedule with clerk to find these.

Culvert Additions: The county engineers are still working on the plan for Statesboro. When it is done, the board will review it.

## LADA

The City of Battle Lake is developing their Comprehensive Plan. The city has agreed to work on a regional plan including Clitherall and Everts.

The board discussed that they will work with LADA but on a project or hourly contract basis. Grewe will be the township's contact for this. The board is ready to schedule a meeting with Everts and Battle Lake. Eitzen will schedule this.

## Planning and Zoning

The committee has one meeting left to finalize their discussions and will then prepare a presentation to the board. Bengtson will be attending that meeting.

The board discussed whether supervisors should be doing the work on the roads, due to insurance. Grewe stated that the county is now requiring \$2 million dollar coverage for their contractors.

Motion by Trutna to recess to March 22, 2010. 2<sup>nd</sup> Bengtson. MC/U. Meeting recessed at 9:50.

## MINUTES OF THE RECESSED REGULAR MONTHLY MEETING OF THE CLITHERALL TOWNSHIP BOARD

Eagle Lake Church

March 22, 2010

Grewe called the meeting to order at 6:05 p.m.

Board members in attendance included Dallas Grewe, Lyman Trutna, Craig Bengtson, Clerk Jan Eitzen, and engineer Jeff Stabnow.

The board interviewed Gail Ralston for the position of Treasurer.

The board interviewed Linda Nelson for the position of Treasurer.

Motion by Bengtson to appoint Linda Nelson. 2<sup>nd</sup> Trutna. MC/U.

The board discussed Crane Lake Drive.

The board discussed voting location options for 2010 and 2012.

## Approval of Minutes:

Clerk read the minutes for both March monthly meeting and the Reorganization Meeting.

Motion by Bengtson to approve the March minutes. 2<sup>nd</sup> Trutna. MC/U

Motion by Trutna to approve minutes from Reorganizational meeting. 2<sup>nd</sup> Bengtson. MC/U.

Motion by Trutna to recesses until Friday, April 2, 1:00 for a road inspection. 2<sup>nd</sup> Bengtson. MC/U. Meeting recessed 8:20.

