

MINUTES OF CLITHERALL TOWNSHIP BOARD
DECEMBER 18, 2008
EAGLE LAKE LUTHERAN CHURCH
7:00 P.M.

The Clitherall Twp Board opened w/the Pledge of Allegiance, led by Chairman Donald Davenport. Donald Davenport opened the meeting at 7:10 p.m.

Board members in attendance: Don Davenport, Lyman Trutna, Dallas Grewe, Polly Berg, Jan Eitzen and engineer, Jeff Stabnow.

Minutes of the November minutes were approved on a motion by Grewe, 2nd Trutna. MC/U.

The board discussed changing the times of the meetings. Motion by Trutna: The board will convene for two meetings a month, the first and third Thursday starting in 2009, except for January which will meet the 8th and 22nd due to the holiday. Available bills will be presented at the first meeting and paid at the second meeting. The meeting start time will be changed to 6:00 and routine items will be moved to the beginning of the meeting and public items will be discussed closer to 7:00. Meetings will end at or before 9:30. The treasurer's report will be presented at the second meeting. Minutes will be approved at the first meeting. 2nd Grewe. MC/U

Treasurers Report:

Month end balance \$109,632.84. Motion by Trutna to approve Treasurer's report. 2nd Grewe. MC/U

Committee Reports:

Motor Patrol:

Grewe presented data regarding contributions to motor patrol

Battle Lake: \$6,112.00

Clitherall Twp: \$42,350.00

Everts Twp: \$29,867.00

Nidros Twp: \$42,867.00

The board discussed the existing joint powers agreement and the article in the Battle Lake Review suggesting that Battle Lake may withdraw from the Motor Patrol. Board plans to attend Motor Patrol meeting January 5, 2009 to discuss options. Meeting will be posted.

Fire Dept:

Working on joint powers agreement for Fire Dept.

Road Inspection

Board discussed budget for tree removal, brush spraying, shoulder reconstruction and suggested adding a column for brushing.

Board discussed options for mowing ditches.
Board wants a road inspection for evaluating potential problems in ditches where snow may be collecting and determine if it is due to grass. Will be scheduled at January 8th meeting.

LADA update

Davenport met with Burt Olson to look at City of Battle Lake maps for water and sewer. Options for feasibility study were broken into four sections.

A: South side within city limits, West of 78 and north of Hwy 210, includes BP and vacant building

B: Outside of city limits, West of 370th (Olaf Ave.), north of 210, to cover trailer court, Cenex, and out to Trosdahl Body Works.

C: East of 78, North of 210 by Napa to edge of Swedbergs.

D: East of 78, South of Hwy 210 by Ryans Repair, possibly to Kurt Maetners.

E: West of 78, South of Hwy 210 could be included in the study but at a very limited level of detail as the owner has specifically expressed that he has no intention of selling.

The scope and detail of the feasibility study can be adjusted to be appropriate for the area being studied.

Battle Lake City will set up meeting with engineer and will let Clitherall board know the date.

Engineer's report:

South Clitherall Lake Road

Stabnow presented curve radius guidelines from "Road Design Manual" and stated that the curves on South Clitherall Lake Road meet the minimum standard at the 30 MPH speed. Board discussed options. Board is considering the radius for a 45 mile curve. Hearing date scheduled for April 23 with an informational meeting March 12, 2008

Crane Lake Drive

As this road and plat were never recorded, the board would work with the home owners in an attempt to gain agreement and then present in front of a judge rather than have a hearing. Informational meeting scheduled for April 23, 2008.

Davenport has a contract with Anderson Surveying to determine encroachment on lots 22, 23, 24 and 25. Board added locating utility poles adjacent to wetlands on Antler Lane to this contract. Motion by Trutna to sign contract. 2nd Grewe. MC/U.

Antler Lane

Anticipate hearing date in April.

Road Improvements

Westwood assessment hearing set for January 22, 2009, 7:30.

Website

Eitzen will update website with mileage, and claim form info. Will add a link to the main page to access the back office.

TownHall

Trutna presented the dimensions for Eagle Lake Town hall

Large area is 60'x40'

Smaller area is 24'x32'

Board discussed some ideas for a townhall.

Davenport presented an initial financial plan for 2009.

Planning and Zoning

Zoning maps are updated with latest changes.

Bills were paid beginning w/check #4026 and ending w/check #4045 on a motion by Trutna, and 2nd by Grewe. M/PU.

The next meeting will be the regular monthly meeting at 6:00 January 8, 2009. On a motion by Dallas Grewe, 2nd by Lyman, the meeting was adjourned.

Jan Eitzen

Clerk, Clitherall Twp

MINUTES OF CLITHERALL TOWNSHIP BOARD

December 23, 2008

Eagle Lake Lutheran Church

1:00 p.m.

Special meeting to sign loan renewal

In attendance: Chairman Don Davenport and Lyman Trutna.

A special meeting of the Clitherall township board convened at Eagle Lake Lutheran Church at 1:00 p.m. on December 23, 2008. A quorum was present. The meeting was called to order by Chairman Don Davenport. Lyman Trutna made a motion to sign a resolution extending loan #112192, principal sum \$90,662.74 with interest rate calculated at 5.79% per annum, annual payment of interest, with full right of prepayment, and the entire balance of principal and interest due on November 19, 2008. 2nd by Davenport. MP/U

Trutna made a motion to adjourn the meeting at 1:15 p.m. 2nd by Davenport. MP/U

/s/ Bruce Larson, Deputy Clerk

MINUTES OF CLITHERALL TOWNSHIP BOARD

January 7, 2009

Battle Lake City Hall

4:30 p.m.

Recessed meeting: Water and Sewer Feasibility Study

Board members in attendance: Don Davenport, Lyman Trutna, and clerk, Jan Eitzen and Jeff Stabnow, Township Engineer.

Meeting was facilitated by Sean Kruschke, Economic Development Director for Lakes Area Development Association. Other in attendance were Battle Lake City Council members, Jeremy Anderson, and Dan Folsom of Design Tree Engineering and Pat Conroy of C & C Consultants.

Davenport and Burt Olson met earlier to review city maps and drove the area to assess how to approach the feasibility study.

Anderson spoke on the proposed feasibility study. He stated the study could be divided into areas and vary the depth of the study by area. He stated that a study would provide information about what a project would likely cost and the assessment per user. He described varying levels of studies with incremental cost and information. He suggested starting with the most basic study. This information would be used in a larger study if one were ordered.

Conroy offers grant writing services. He presented federal and state funding options, involving grants and loans. Local income levels affect how much may be allocated for grants and loans. Conroy suggests:

- Get an engineering report
- Determine the governance structure that will be managing the project and applying for the grants/loans

He believes this project will get some funding, but it is a question of when it is funded.

Conroy was asked about up front costs, such as grant writing and engineering costs and suggestions for how those things are paid for. These costs are typically picked up by the city and townships. Grant writing costs are not grant eligible.

Davenport asked for a list of areas where they have similar joint powers agreements in place that we could use as a template.

Davenport stated he would like as much information as possible by the Clitherall Township annual meeting scheduled for March 10, 2009.

Burt Olson spoke that he wants the study for his Well Head Protection Plan and Storm Water Management Plan.

A basic feasibility study for the areas discussed will include costs estimates and cost per user can be provided for approximately \$5000. It could be completed in approximately one month.

Davenport suggested that Everts be involved right from the start as they will eventually be affected. The group discussed the possibility of a water and sewer district down the road. The group did not want to hold up the feasibility study waiting for decision on governance structure. Clitherall Township will discuss the feasibility study at their meeting January 8, 2009. JJ Cline will coordinate with Nate Seeger to draft a joint resolution to order the feasibility study. The group agreed to meet again Wednesday, February 4, 2009.

Meeting adjourned 6:00.

/S/ Jan Eitzen, Clerk