

EDNA TOWNSHIP BOARD MEETING JANUARY 18, 2011

Report of 12/21/2010 Board Meeting

Approved on 1/18/2011

Present: James Nigg, Chair William Norris, Supervisor Dennis Sazama, Supervisor
Carol Nelson, Clerk Karen Marthaler, Treasurer

Others: David Heyer, engineer Jeff Stabnow Doug Ackling
Dennis Anderson Torey Sonnenberg Odell Nelson

1. James Nigg opened the board meeting at 8:08 p.m. with the Pledge of Allegiance.
2. The following items were added to the agenda; Policy for repair of mailboxes when damaged by snow or snowplow Norris made the motion to approve the agenda as amended, 2nd by Sazama. Agenda was approved, 3/0.
3. Call for gopher bounty –no response
4. Sonnenberg Road Report – There are some crossover roads that Sonnenberg Road Maintenance is not yet familiar with, do they belong to Edna Twp? Sonnenberg is doing the snow removal and their policy for mailboxes is no repair or replacement. Usually the damage comes from the weight of the snow hitting the mailbox. If residents would replace their mailboxes with the swing-away boxes, this damage would be much less of a problem. Residents are responsible for clearing away snow from their own mailboxes. The U. S. Post Office will not deliver mail if the driver cannot access the mailbox easily. At this time, Edna Twp does not wish to have an inventory of the swing-away mailboxes for residents to purchase. A suggestion was made; "When a township road is being renovated, include the replacement of substandard mail boxes into the bidding specifications."

In January, the Supervisors will have a policy regarding this concern, in a format that works for them.

The Supervisors intend to do a performance review with Sonnenberg's before the January meeting, if weather permits.

5. Clerk's Report Additions/Corrections

Two corrections were made; a. Change the date. This is the report of the November 16, 2010 meeting. b. Delete the sentence "Dave Winkels explained that rock checks are normal in ditches".

Sazama made the motion to approve the Clerk's Report as amended, 2nd by Nigg. Report approved 3/0.

6. Treasurer's Report

As of November 16, cash receipts were \$93,694.51. \$29,993.07 was paid, leaving \$71,345.96 in the account. Year to date claims are \$371,301.48. One outstanding check for \$182.42 was reissued to Don Honer. Norris made the motion to approve Report, 2nd by Sazama. Report approved 3/0.

7. Recovery of dollars spent on West Little McDonald Drive as paid to contractors Jim & Jamie Sazama
Norris made the motion "Edna Twp. should at least consider the potential for recovery of the dollars spent on West Little McDonald Drive. Find out some idea of the dollar costs up front for having Attorney Svingen & Engineer Heyer do the preliminary investigation. It is important to determine if the upfront dollars will exceed the possible recovery dollars. Edna Twp wants to be careful that we aren't beating a dead horse. We will consider cost figures first before choosing any action towards the recovery of dollars spent on West Little McDonald Drive". Sazama 2nd the motion. Motion approved 3/0.

8. Beaver trapping on 428th Street.

The trapper has not gotten back to Supervisor Sazama yet.

The culvert running between wetlands on both sides of the road, was cleaned out both spring & fall. The water is now flowing through. Nigg removed furniture debris from the ditch, took it to the landfill & paid to dispose of it.

9. Absentee Ballot Board

Edna Twp. needs to create a resolution to name an absentee ballot board for the March election. This Board will count all absentee ballots. By January's meeting, the names of the election judges for the March Annual meeting will be presented to the Board. This is an agenda item for January, 2011.

10 Shared Road Resolutions

No new resolutions have been signed. The Supervisors believe they must document the miles of roads in Edna Twp., plus, the miles of roads Edna Twp is maintaining. Are all of these dedicated roads? The Supervisors will try to inspect all roads before the January meeting. One supervisor will drive, one will track mileage & one will map the roads.

11 Job Descriptions

Clerk Nelson has some additional tasks to add to the clerk's job description. She will have those ready for the January meeting.

12 a. Inventory of signs; some signs must be removed since there are road speeds listed that are incorrect. Edna Twp. needs a cost estimate for signs that must be replaced due to federally mandated retro reflectivity.

b. Edna Twp could hire an inventory person to do the search plus check all signs for meeting the federal standard. Mr. Jeff Stabnow is willing to do that task at a charge of \$1,600. However, since Edna Twp. is short of money, the supervisors will do the inventory in-house.

c. Average replacement cost for signs in a township is \$20,000. Four years is the limit placed on sign replacement by the federal gov't. However, by 2012, all sign posts must have the breakaway feature for road safety. The policy concerning signs must be written & in Edna Township's book of policies by November 2011.

d. Break Away sign posts

All signs must meet uniform specifications no matter where located in the United States. In regard to replacing sign posts with breakaway posts; no more than 2 square tube or tubular posts should be used for a single sign without addition of a breakaway feature. This is usually accomplished on square tube post installations by adding a slip base mechanism to the sign foundation, which allows the post to easily slip off the foundation when struck, yet resist wind and other non-impact loads (see diagram). Tubular steel posts require a breakaway slip plate, or the use of a proprietary breakaway coupling system. More information is necessary before Edna Twp can comply with the mandate.

Motion made by Norris; Edna Township Supervisors will divide the township into three sections. They will travel together to become familiar with the roads, the distance and the signs, before the Board Meeting, February 15, 2011. Sazama 2nd. Motion approved 3/0.

13 OTHER

a. Combining polling places between Edna Township & the City of Dent. This decision is to be made by the Supervisors of both Edna & Dent. The resolution must be made by May 1 of the year of the election. This is to get the information to the residents.

b. Annual Election & Meeting is March 8, 2011. The ad requesting candidates has been in the East Otter Tail Focus twice.

c. At the 2010 Annual Meeting, residents made & passed a motion to move annual elections to the same date as federal/state elections. Moving Township Elections MUST be done as a question on the Township ballot.

Norris made the motion; "The Supervisors will prepare the question of moving the Annual election to coincide with Federal & State elections." Nigg 2nd. Motion approved 3/0.

d. Website 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". The Web Site must be current & functioning. Upkeep of the web site cannot be considered a volunteer position. Scrambler and Dunn Townships do have functioning web sites. An additional plus for having a web site is; a web site that has been in operation for 6 months, can be used for all legal ads, including requests for bids. In 2010, Edna Twp spent \$1003.40 on legal ads.

Norris made the motion; "As a supervisors, I, will investigate costs and ramifications of an Edna Twp web site. " Nigg 2nd. Motion approved 3/0.

e. Land & Resource Management of Otter Tail County is holding meetings regarding development of a policy for Wind Energy within Shore Land Districts. The policy refers to windmills of less than 25 megawatts. The policy will affect all wind energy from 1 back yard unit up to units producing up to 25 megawatts.

f. Steve Ehnert sent a Christmas Card to Edna Township Officers.

g. A secret Santa provided the banquet for this evening's meeting.

"For what the Board has done and endured this past year."

There were many, many appetizers plus beverages. Norris made the motion; "We gratefully accept these treats from this secret Santa(s)." Sazama 2nd. Motion approved 3/0.

h. The clerk's report must be signed by the clerk each month.

i. Norris made the motion to approve payment of all claims (\$33,524.79) submitted for payment in December. Sazama 2nd. Motion approved 3/0.

Sazama made the motion to adjourn the meeting. Norris 2nd. Meeting adjourned at 9:23 p.m.

Respectfully Submitted,

Carol Nelson

Clerk, Edna Twp.

CLAIMS PAID 12/21/2010

VENDOR	DESCRIPTION	CLAIM #	CHECK #	\$\$\$AMOUNT
Ackling Construction	road repair W. Little McD.	164	2182	\$375.00
Ackling Construction	road repair W. Little McD Wood Duck Loop	165	2183	\$16,186.78
Ray Sazama	road repair 435 th Street	166	2184	\$600.00
Sonnenberg Excavating	road repair Wolf Lake Rd Big McDonald Dr., 430 th St.	167	2185	\$11,559.00
Sonnenberg Road Maintenance	Road grading @ \$60/hour x 13.5 hrs Snow plowing @\$75/hr x 46 hrs fuel @ \$3.39/gallon	168	2186	\$4388.25
Dennis Sazama	light road maintenance	169	2187	\$12.00
James Nigg	meeting & light road maintenance	170	2188	\$170.69
Carol Nelson	salary & meeting	171	2189	\$247.91
Karen Marthaler	salary & meeting	172	2190	\$177.74
Donald Honer	reissued lost check #2014	173	2191	\$182.42
				\$33,524.79