

SLT MONTHLY MEETING MINUTES

NOVEMBER 14th, 2023

Meeting conducted with MN mandated social distancing measures in place. Until further notice, SLT Board Meetings will be conducted in person as detailed in SLT Special Notice #50, dated 02/15/2021.

CALL TO ORDER Meeting was called to order at 6:00 PM

PLEDGE OF ALLEGIANCE

PRESENT: Dale Lewis, Emily Riley, Tammy Ziegler, Ronola Richards, Paulette Johnson

GUESTS/SPEAKER: Paul Pfeffer

READING /APPROVAL OF MINUTES Reading of Minutes approved by Dale L. Seconded by Tammy Z.

READING/APPROVAL OF FINANCIAL REPORTS BY TREASURER Bank statement ending balance for October was \$209,554.59. October payment from Otter Tail County received in October and 2nd loan payment for the year on the grader was made in October. Financial reports approved by Tammy Z. seconded by Dale L.

READING/APPROVAL OF CLAIMS & PAYROLL BY TREASURER: Claims and payroll approved by Tammy Z. seconded by Dale L.

MOTORIZED EQUIPMENT QUARTERLY REPORT BY MAINTENANCE SUPERVISOR:

Oct – Dec (4th quarter) will be due 2/13/24. Dale presented the quarterly report for 3rd quarter. Waiting for DOT to be performed on the Sterling Truck.

SUSPENSE DATES:

December 19th: Last day to **publish** notice of town offices to be elected for March election.

December 22nd: Last day to **post** notice of town offices to be elected for March election. (Filing period is January 2nd – 16th, 2024)

December 28th: Last day for a town to recertify its levy to the county auditor **if it changed**.

December 29th: Last day to designate the precinct polling place to the county auditor.

MATIT Work Comp Policy premium **renewal deadline** is January 1st.

OLD BUSINESS:

- Website Management: Per board approval at September meeting, Ronola, Emily and Paulette chose to go with Simple Website Solutions for SLT's new website. 50% payment will be made to Simple Website to start building our new website. Emily made the motion to pay 1st quarter invoice to Big Groovy. Seconded by Dale L.
- Items tabled until January: Building/Construction permits, Election Judge training/payrates/lunch, Mailbox policy.
- Newsletter: Ideas presented were: review of past and up coming events, Veterans update, who the board members are, elections, dust control, weed control, Team meetings. Paulette to put together an outline and bullet points for the newsletter by December meeting.
- Resolution for road sign purchase was signed. Resolution along with the list of the signs and posts needed for 2024 will be mailed to OTC by the clerk prior to December 8th. Tammy to get list of signs and posts needed to Paulette by next week.
- Resolution on Winter Maintenance agreement with OTC was signed and will be returned to OTC. Approximate quantity of sand and salt requested is 35 yards.
- Minnesota 2024 Family Leave Act MAT will provide additional information in the future.
- Dale L: Is the ditch mowing and tree trimming policy completed?
- MAT Annual Conference will be in St. Cloud. Pre-registration is available on the website www.mntownships.org No one from SLT planning to attend at this time.
- Discussion on replacing the road foreman position will continue. No known candidates at this time.
- Stop sign at the bottom of Beaver Dam Trail. Installation has not been done at this time.
- Further discussion needed on Communication with SLT residents. Items in question from meeting include: Use of Team Meetings? Do meetings via Team need to be announced prior? Who is participating? Paulette to research on using Team. Nothing was decided if a resident input time slot, or a Residents topic(s) request, should be added to each agenda. Will address again at next meeting.
- Continuing discussion on the purchase of a used truck with plow? Dale and Emily looking into a used truck. More research is needed.

- Beaver Dam Trail: info received from Lee Mindemann from 2021 on suggested improvements to the road and costs. On going discussion on making improvements to this road.
- **NEW BUSINESS:**
- Rules for a municipality/township to accept a monetary donation. Will contact Tim Johnson regarding his donation.
- Costs to insulate and heat the equipment barn. \$9000 for spray foam, and additional \$4250 for a heater plus to run a line for propane. Emily made a motion to move ahead on this expense. Tammy Z seconded. Dale L also agreed to this expenditure.
- Voting Equipment Upgrade. Per newspaper article, Otter Tail County will be upgrading all voting equipment in 2024. Paulette will keep the board updated as she receives info from Wayne Stein with OTC.

OTHER BUSINESS: Did a test run of Team Meeting with specific invited guests.

NEXT MEETING: December 12th, 6:00 PM

ADJOURN: Motion to adjourn the meeting was made by Dale L. Seconded by Emily R. Meeting was adjourned at 7:33 PM.