

MINUTES, SLT MONTHLY MEETING

JUNE 09, 2020

Meeting conducted with MN mandated social distancing measures in place.

THE REGULAR MONTHLY MEETING OF STAR LAKE TOWNSHIP WAS CALLED TO ORDER AT 6:30 P.M. BY LEE MINDEMANN FOLLOWED BY THE PLEDGE OF ALLEGIANCE.

Present: Lee M., Keith A., Tammy Z., Ronola R. & Jeff M.

GUESTS/SPEAKERS- David Antonsen-Dora Twp. Board Chairman.

COVID-19 Measures –

- 1- SLT Board Meetings are back to in-person status until further notice, (MAT notice dtd 4/24/20,
- 2- This provided, proper “Social Distancing” measures are observed,
- 3- In the event this changes – SLT will revert to tele/video-conference at the chairman’s discretion,

Dora Township Presentation: SLT Chairman suspended the agenda at this point to allow for Mr. Antonsen’s presentation. David addressed the Board relative to Rosewood Dr. and a 50/50 split on all costs for a line road agreement. The standard Line Road Agreement typically assigns costs on a 50/50 basis. The SLT Board previously had proposed an 80/20 split of expenses as that represents the actual share split of the tax base of the properties located along this section of roadway. This data was provided by the OTD Auditor Office upon request of SLT last fall when Dora first approached SLT for cost sharing on a significant road project.

A discussion ensued with the SLT Board reviewing the background of West Rosewood Drive.

- 1- There has never been a Line Road Agreement between these two townships for this roadway,
- 2- The responsibility for West Rosewood was assigned to Dora Township decades ago by the state/county,
- 3- Dora Township undertook a major road project to reopen a collapsed section of this roadway without any consultation with Star Lake Twp., until after the fact,
- 4- SLT is not comfortable entering into a 50/50 agreement with Dora Twp. on this matter for the following reasons:
 - a. This lakeside bluff roadway collapsed into the lake decades ago, now Dora has lowered the elevation of it enough to reopen a very narrow lane; and did so admittedly without any professional engineering consultation,
 - b. The entire roadway is very narrow with dozens of right-of-way violations that Dora Twp. has evidently chosen not to address. David mentioned that they’ve

actually reimbursed property owners for damages made to docks/lifts that were illegally placed in the road right-of-way.

- c. SLT is not willing to assume the potential liability for another road collapse, or for accidents/injury due to poor road right-of-way compliance,
- 5- SLT does acknowledge that Dora Twp. should get some financial help from SLT as there are SLT taxpayers serviced by that roadway. SLT suggested Dora Twp. provide some financial history of what their "regular" maintenance costs have been. SLT may be interested in an annual fee/contract based upon that.
- 6- David indicated he would take this information back to Dora Twp. for further consideration, and that they may want to take this to mediation.

MINUTES: Review/Approval of Minutes for 05/12/2020. Minutes were approved as read with a motion by Keith A., 2nd by Tammy Z. Carried

FINANCIAL REPORT:

CHECKING- \$290,364.69

Cash Control Statement & Schedule 1 to be submitted for May. Ronola R. and Jeff M. were reconciled. Motion by Keith A., 2nd by Tammy Z. Carried.

APPROVAL OF CLAIMS & PAYROLL:

Motion by Keith A., 2nd by Tammy Z. to approve. Carried.

MOTORIZED EQUIP QUARTERLY REPORT: Next report due 7/14/2020 for the April-May-June (AMJ) period. *This report to include hours/mileage/repair-service data on both tractors, the grader, and the snowplow truck.* Keith to determine the process for managing this information flow.

SUSPENSE DATES:

-06/08/20. The OSS must reimburse counties & municipalities their certified PNP EXPENSES no later than 90 days after election.

-06/20/20. County distributes 70% of estimated collections of personal property taxes and first half real property taxes.

-06/24/20. Head Judge Training meeting begins in OTC Fergus Falls. Jeff M. & Kathy T. to attend. More Judge training info. to come for all Judges.

OLD BUSINESS:

1- -Townhall maintenance issues: Keith A.

- a. Steel Post installation for Town Hall shed. Keith A. has talked to Josh Bakken to install. Pending.

- b. stump removal and subsequent seeding in Town Hall yard. Pending.
- c. paint both steel posts when completed. Pending.

2- Culverts, Signage, and Noxious Weeds: Tammy Z. :

- a. culvert inspection and maintenance plan in progress. 77 markers already put up
- b. noxious weeds inspections beginning soon –

3- 280TH So. & Skyhawk Dr; (north of Hwy. 24); Pending-no action to report..

- a. Lee M. conferred with Anderson Surveying on 5/6 and that work is done. Large map copies have been received.
- b. Review both MAT Legal & SLT Attorney positions-
- c. Lee M to follow with concerned parties on next steps,
 - 1- Follow with MWT on removal of wooden posts & repositioning of electric fence,
 - a. Determine cost-sharing,
 - b. Discuss expected outcome, i.e. fence posts removed, brushing accomplished 8' back from edge of road (both sides),
 - c. Road reshaped to improve drainage,
 - d. Additional gravel as needed,
 - e. Address potential tree removal as needed,
 - 2- Depending upon outcome – retain legal services as needed to proceed.
Pending
 - 3-

4- Snow Plow Upgrade: (Keith A)

Keith A. briefed the Board on details of a 2008 Sterling truck being offered by Star Truck, Inc.. The truck was manufactured in November of 2008 and is “pre-Tier 4 emissions”, is a single axle with Cummings diesel and Allison Transmission, has approximately 17,500 miles with 1,250 hours on the engine. After detailed discussion Lee Mindemann moved the following:

I move that Star Lake Township (SLT) purchase a 2008 Sterling Snowplow truck VIN#-2FZAAWBS69AAD8788, from Star Truck, Inc. of Dent, MN for the amount of \$60,000;

AND that SLT contract with Ennen Auto & Truck Parts of Herman, MN to retrofit above said truck with a Falls Two-way Reversible Front Plow, and to remove the existing Belly-Scraper for \$1,000 trade-in value, and remove the rear-mounted brine tank and place on pallet, and to accomplish all those items detailed on the attached invoice;

AND that SLT pay Ennen \$3,750 for these services, plus deliver one 1994 Ford L-8000 Snowplow truck, VIN# 1FDYK82E7RVA47252 for \$7,000 in trade-in value,

AND that Ennen to provide an orientation training for the 2008 Sterling to the SLT operators.

Motion was 2nd by Tammy Ziegler and unanimously approved.

5 – Road Operations Update: (Lee M)

- a. **SLT 2020 Gravel Plan & Road Projects** – gravelling operations completed, and all have been graded out. See updated plan. (Hand-out)
 - a. Culvert maintenance plan – Tammy-pending,
 - b. Tree Trimming – Lee-pending,
- b. **Road Repair for 360th St.**- Lee M. suggesting permanent repair of two significant soft spots east of Hwy 41 and west of Pfeffer’s driveway. ECI would need to quote. This repair similar to the successful Camp Joy curve repair of last year. Lee M. to contact Egge Construction for quote.
- c. **2020 Dust Control** – 2020 application done on 5/28. FPP invoice of \$14,972.25 is in tonight’s claims. There are four refunds that are being made – this due to minor footage differences, rate changes, etc..Done. There is one under payment of \$262.35 that is still outstanding. Some developments this year are:
 - a. Dead Lake Township resident living on a “line road” (Big Rock Rd.) was denied DLT coverage because it is a “Star Lake Road”, SLT then put down,
 - b. Brightwood Shore Drive residents (15-20?) denied coverage upon request by Maine Twp. that SLT not apply due to planned road work....
 - i. Perhaps time to review this Line Road Agreement...
 1. SLT maintains 1.2 miles of 300th Ave. south of townline,
 2. Maine maintains .7 miles of Brightwood Shore Drive with multiple complaints (SLT plow truck did drive-bys last winter...)
 - c. Dora Township denied coverage to West Rosewood Drive resident(s) because it’s a Star Lake road...
 - d. Speaks to need to develop agreement with neighboring Twps. on who’s doing what regarding dust control.

NEW BUSINESS:

1- SLT HEAVY EQUIPMENT REPAIR/SERVICE LOG-

- a. Lee M./Terry J. initial attempt at establishing a maintenance log (see book),
- b. Since equipment maintenance related Keith agreed to take on and develop a process recommendation,

OTHER BUSINESS:

- **Clerk & Treasurer Responsibilities.** Clerk and Treasurer have met to review their individual responsibilities. Follow-up meeting with Lee M. pending.
- **CAT Snow Wing Costs.** Clerk provided wing installation and removal costs from past Ziegler invoices. Still waiting for Hanson Service invoice on their cost for wing removal.
- **Brian's Repair vs. Hansen Service.** Lee M. reviewed cost comparisons between these two vendors (hand-out). Costs appear less at Hansen, but timeliness & reliability are concerning.
- **Keith A.** Proposed looking for a flatbed trailer for township general use relative to cleanup, signage readiness, etc. Pending.

- **MOTION BY LEE M., 2ND BY TAMMY Z. TO RECESS THE MEETING TO ALLOW FOR SOME CLARIFICATIONS ON SNOWPLOW TRUCK PURCHASE DETAILS, AND TO RECONVENE ON 06/17/20 AT 6:30. Motion Carried.**

MEETING WAS RECONVENED BY SUPERVISOR KEITH AUNE ON 06/17/20 AT 6:30 P.M.

Attending: Supervisors Keith Aune, Tammy Ziegler, and Lee Mindemann (electronically),

Jeff Michaelson – Clerk and Ronola Richards-Treasurer

-Keith A. reviewed all figures but asked that an engine heater be added. That addition plus snowplow shoes and truck tow-hook and various related changes were then made as an amendment to the original motion and are highlighted for clarity in the Amended Motion below: **Keith Aune Moved:**

That Star Lake Township (SLT) purchase a 2008 Sterling Snowplow truck VIN# 2FZAAWBS69AAD8788, Model# Y111042, from Star Truck, Inc. of Dent, MN for the amount of **\$60,000**;

AND that SLT contract with Ennen Auto & Truck Parts of Herman, MN to retrofit above said truck with a Two-way Reversible Front Plow, and to remove the existing Belly-Scraper for **\$1,000 trade-in** value, and remove the rear-mounted brine tank and place on pallet, and to accomplish all items detailed below:

- 1- Truck related items:
 - a. Remove Belly Scraper from truck,
 - b. Reconfigure hydraulics to accommodate two-way front plow,
 - c. Detail truck cab inside and out,
 - d. Secure wiring for the sander motor,
 - e. Remove tarp, set on pallet,
 - f. Remove Brine Tank, set on pallet,

- g. Include Owner's Manual for Equipment and Controls,
- h. Organize orientation session on operation of equipment for operators,
- i. Install additional cross member for rear tow pin/D-Ring on rear of truck,
- j. Adjust the hood cables to keep light fixture from striking wing mount,
- k. Acquire & install a 1,000 watt pad heater,

2- Two-way snowplow related items:

- a. Remove snow roller from two-way plow,
- b. Install all new hoses on two-way plow,
- c. Install new quick connect fittings on two-way plow,
- d. Install new lift hooks on two-way plow,
- e. Modify mount on two-way plow to match mount on truck,
- f. Sandblast and paint modified two-way plow (same color as truck),
- g. Repair broken weld on right side of plow,
- h. Straighten right side of plow to allow for uniform cutting edge surface,
- i. Replace plow cutting edge with SLT provided edge and orient mounting bolts with heads on forward side,
- j. Install two new larger pins where plow mounts to truck,
- k. Install SLT provided Falls Equip. shoe mounts and mushroom carbide shoes,

AND that SLT is to pay Ennen **\$5,850** for these services, plus deliver one 1994 Ford L-8000 Snowplow truck, VIN# 1FDYK82E7RVA47252 for **\$7,000 in trade**, in "as is" condition;

AND that SLT purchase from Falls Equipment of Little Falls, MN, one set of snowplow shoes and mounting hardware for a sum not to exceed \$1,100.

Motion to Amend was 2nd by Tammy Ziegler and was unanimously approved.

Keith A. also relayed that the truck would be ready for pick up on 06/26/20 at Ennen's in Herman, MN. Jeff M. & Jim Piper would deliver our present snowplow truck and receive some initial training.

Next Meeting: TUESDAY JULY 14, 2020 at 6:30 P.M.

Adjourn: Motion by Keith A., 2nd by Tammy Z. Carried. 6:45