

# Clear Lake Township

## Board Meeting Minutes

July 20, 2021

Approved minutes of the July 20, 2021 Clear Lake Township Board meeting held at the Clear Lake Township Hall.

Members present were: Chairman: Gary Gray, Supervisors: Bud Stimmler and Ross Imholte, Treasurer: Paul Goenner, Road Engineer: T. Vander Eyk and Deputy Clerk: Gary.

Others present were: Duane and Karin Schumacher, Sergeant Tim Jeanetta, Mark Kolbinger

The meeting was called to order at 7 p.m. by Chairman Gary Gray.

The Pledge of Allegiance was recited.

The Supervisors reviewed the minutes of the regular township board meeting held on June 15, 2021 with no changes. Gary Gray requested a motion to approve the minutes with no changes. The motion made by Bud Stimmler. Second by Ross Imholte. Motion carried.

After reviewing the bills presented, Bud Stimmler motioned to pay the bills with a second made by Ross Imholte. Motion carried. Bills were paid.

### SHERIFF'S REPORT:

The Sheriff's report, presented by Sergeant Tim Jeanetta for the month of May, showed 119 calls for service, 49 traffic stops, 3 thefts, 1 DWI, 3 grass fires at train tracks, and 5 medicals.

LIBRARY BOARD ADVISORY GROUP: No meeting held.

WATER ADVISORY GROUP: No meeting held.

FIRE DEPARTMENT ADVISORY BOARD: No meeting held.

### PARK & TRAILS REPORT:

The native plants doing well at the east side of the Township Park but Chinese elm are taking over the area. The plan is to take all the Chinese elm trees out. Costs include \$5,000 for brushing in early August and \$4,000 for SWCD to control burn in late October then throw native seed. To help pay for these services, \$5,000 is available in the Park Dedication Fund and possible funding options from the American Rescue Plan Act. Bud will start the paperwork for the Park Dedication Fund.

### ROAD REPORT:

**Sherwood Shores Road Project.** Eyk discussed this project is mostly complete with a few items to take care of including 911 signs to be adjusted in height. He expects overrun costs for the concrete and bituminous. The Township is looking into drafting a resolution if a mailbox post is damaged it must be replaced with a swing-away post.

## **OLD BUSINESS:**

**Sherwood Shores Road Project.** Gary acknowledged the work put in by Eyk and Bud during this road project. Gary mentioned for the complaints he received from residents that could not be resolved over to the phone, he invited them to attend the July board meeting to discuss their issues before the board members.

- Justin Anderson (did not attend). The township accidentally took down a tree located in the township right-of-way on Justin's property. The township decided not to replace it.
- Josh Hagemeister (did not attend). The road contractor took down part of a branch hanging in the right-of-way and close to where the crew would be working. Sod was uprooted in a location not close to the road construction and the Township determined it was not caused by the crew. Mr. Hagemeister emailed Gary requesting he read it at the board meeting. Gary polled the board members who agreed the email did not need to be read at this meeting.
- Duane and Karin Schumacher attended the board meeting to discuss the road shoulder. Duane referred to photos he sent to the Township, which were displayed on the board room monitors. Duane noted that the width of the shouldering was found to be inconsistent, a range between 1.5' to 6' wide. Eyk explained the road crew had excess road material after finishing the approaches to driveways, and they used that material to make the shoulders wider in some places. Options were discussed and the Town Board allowed the Schumacher's to work specifically on the shouldering along their property but limited to the shoulder that is greater than two feet away from the edge of the road.
- Alan Stowe (did not attend). Mr. Stowe attended an informational meeting at the Town Hall and asked the board if he could put up his old mailbox, which the township allowed. At the time when the mailboxes were to be installed after the roads were put in, he inquired with the Township saying he will replace the swing-away post installed by the contractors with his original wooden post. Bud spoke to Mr. Stowe informing him that the mailbox holds the mail and the post is what holds the mailbox. The new swing-away post must remain on his property. Bud informed Alan that the construction crew can pick up his old wooden post but he wanted to keep it. Bud invited Alan to attend the July board meeting to discuss his wooden post to the board.

**Township Logo & Business Cards.** The board approved the new logo created by Penny Leuthard. Contacted by Bud, Penny will make some minor changes. This logo can also be used to print Township business. 500 business cards will be ordered.

## **NEW BUSINESS:**

**Report: Association of Township Meeting.** Broadband was discussed where the county will start a project to update the broadband coverage. Midco and Arvig will supply broadband coverage within the Clear Lake Township. Bud suggested that our Township get involved in future broadband meetings. Bud mentioned that Township Ordinances that result in a misdemeanor or fine should be registered at the County Attorney. The Clear Lake Township will provide the meal at the October 13<sup>th</sup> Association meeting at the History Center.

**Clerk, Job Application Form.** The Township needs an application form for hiring the new Clerk. Gary suggested that any application be specific to Minnesota content for wording that can or cannot be used. He will contact the township attorney for ideas. A job description document will be given to all applicants. Discussions included advertising the new position on various media sites, on the Township website and the local newspaper, doing a background check on top candidates, and suggest using a questionnaire when interviewing.

## **CHAIRMAN'S UPDATE:**

- Gary read an email submitted by a Sherwood Shores resident that gave a positive review of the road project.
- A local road improvement project for 97<sup>th</sup> street included Becker Township and Becker City but not the Clear Lake Township. A Resolution on file states that Clear Lake Township spent road improvement money to overlay this road three years ago while the same road is projected to let the bids in the year 2026. Gary suggested that Clear Lake Township minimize their expenses toward the new road by only supplying town

engineering resources. The Resolution will state that the Clear Lake Township will clear us from absorbing new construction costs.

- No updates to the Clearwater 2-mile Resolution.
- Planning & Zoning Administrator Nancy Riddle is retiring in August.
- Paul Goenner gave an update on applying for money through the American Rescue Plan Act. Township staff will attempt to attend any meeting that is offered.
- Town Hall security system. Request SafeGuard Security to set up a different password when the monitoring company calls when an alarm condition exists in the town hall. The four-digit number assigned to each employee was suggested as the new password when the monitoring company calls.
- Gary Gray will research replacement A-V monitors at the dais desk that he saw at the county.

Gary Gray asked for a motion to adjourn. Bud made the motion. Second by Ross. Motion carried. Meeting ended at 8:32 PM. The next meeting will be held on Tuesday, August 17, 2021 at 7:00 pm.

**Respectfully Submitted,  
Gary Anderson Township Interim-Clerk**