

Dead Lake Township
PO Box 54
Richville, MN 56576

Dead Lake Township Monthly Meeting Minutes
November 18, 2024

At 6:00 p.m., the meeting of Dead Lake Township Board of Supervisors was called to order by Supervisor Chairperson Kirchenwitz.

Present: Justin Kirchenwitz, Dave Ellingson, Duane Ard, Tammy Trosdahl and Dawn Lueders.

There were no visitors in the audience. (see attached sheet)

The Pledge of Allegiance was recited by those present.

Monthly Meeting Minutes: Supervisors reviewed the October 2024 minutes. A motion was made by Kirchenwitz and seconded by Ellingson to approve the October 2024 Meeting Minutes. Motion passed unanimously.

Financial Report: Trosdahl reported the figures for October 2024 as follows:

General Fund	\$ 34,006.24
Road & Bridge Fund	\$ 95,738.27
Township Equipment Fund	\$ 55,563.77
Fire Fund	\$ 2,574.15
Verizon Lease Payment	\$ <u>5,976.98</u>
Total	\$ 193,859.41

Ard made a motion to approve the October 2024 Financial Report. The second was made by Ellingson. Motion passed unanimously. Trosdahl reported that a total of \$96,282.96 was received during October 2024.

Bills for November: Lueders presented the bills for November 2024 to the Supervisors. After reviewing the bills, a motion was made by Kirchenwitz and seconded by Ard to approve the bills as presented. Motion passed unanimously. Kirchenwitz and Ard approved all bills, with Ellingson abstaining on the bill for Lakes Area Truck Repair. Motion passed. Ellingson will sign the paperwork for Conflict of Interest for Lakes Area Truck Repair because he is an employee, and the paperwork will be on file with the Clerk.

OLD BUSINESS

NEW BUSINESS

Extra Principal Payment on Loan: Being there are extra funds in the Verizon Lease Payment account, there was discussion about making an extra principal payment on the loan at the bank. It was motioned by Kirchenwitz and seconded by Ard to make a \$5,000 extra principal payment on the loan at the bank. Motion carried unanimously.

Joe Batcha Approach: Supervisor Ard looked at the approach and stated that it was completed as it should be. Ard made a motion to approve the approach and return the deposit check to Batcha. Kirchenwitz seconded. Motion carried unanimously.

Snowplow Operator: The Supervisors discussed the need to have an additional snowplow driver in case of the need for two plows to go out or if the current one would be unavailable. Kirchenwitz made a motion to hire Jake Rosenthal as the additional snowplow driver. Ard seconded the motion. Motion carried unanimously. Rosenthal will ride with Walz to learn the routine.

Road Closed Signs: Kirchenwitz will take care of getting the road closed signs put out before December 15th.

Absentee Voting Place: Kirchenwitz made a motion, and Ard seconded to have the absentee voting for the annual township election for Dead Lake Township at the Town Hall on Saturday, March 8, 2025 from 10:00am – 12:00pm. Motion carried unanimously.

Resolution for polling place in 2025: Kirchenwitz made a motion, and Ard seconded to have the Town Hall as the polling place for Dead Lake Township in 2025. Motion carried unanimously.

380th Avenue: Ard reported that north of the railroad tracks on 380th Avenue, that Edna Township is responsible for maintaining, no maintenance has been done. Edna Township is supposed to maintain and snowplow up to the railroad tracks in Dead Lake township. Ellingson said he will reach out to Edna township and discuss it with them.

393rd Street: Ard reported that the ditch that needed sloping on 393rd Street has been done by the road grader. The ditch was not properly sloped due to it being partially filled in. There was no approach there so the ditch was sloped to specs.

Calendar Items: There were two. The MAT Annual Conference on December 13-14 in St. Cloud. The second one was the filing period for Seat A on the Dead Lake Township Board is from December 31, 2024 – January 14, 2025. The notice has already been placed in the paper.

Housekeeping Items: Lueders stated that the Amor is responsible for maintaining 340th Street in 2025.

The mail received was laid out for the Supervisors to look at if they wanted.

The next regular Board Meeting will be held at 6:00 p.m. on January 13th, 2025, at the Dead Lake Township Hall.

Having no further Township business to conduct, Kirchenwitz motioned to adjourn the meeting. Ard seconded. Motion carried unanimously. The meeting adjourned at 6:26p.m.

Respectfully submitted:



Dawn Lueders, Clerk

Approved:

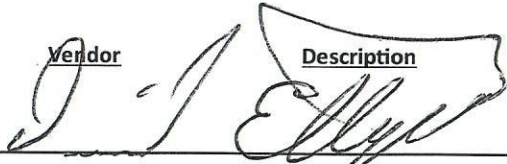




Justin Kirchenwitz, Chairperson

Date Range : 12/1/2024 To 12/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
12/03/2024	Arvig	Internet monthly fee	9830a	\$86.95			
					100-49141-325-36	General Gov't Building and Plant Parking Lots	\$86.95
12/05/2024	United Community Bank	Loan payment	9831a	\$1,000.00			
					285-41501-602- 285-41501-612-	Financial Administration Financial Administration	\$882.87 \$117.13
12/05/2024	Lakes Community Cooperative	30.309 gallons of diesel for truck #580 @ \$3.699 per gallon	9832a	\$112.11			
					201-43101-212-38	Highways, Streets & Roadways	\$112.11
12/23/2024	Lakes Community Cooperative	14.624 gallons of diesel for truck #600 @ \$3.599 per gallon	9833a	\$52.63			
					201-43101-212-600	Highways, Streets & Roadways	\$52.63
12/26/2024	Lake Region Electric Coop	Electric Bill - November 2024	9834a	\$156.98			
					100-41940-381-49	General Government Buildings and Plant	\$156.98
12/31/2024	United Community Bank	safe deposit box rental for 2025	9835a	\$35.00			
					100-41501-419-	Financial Administration	\$35.00
12/31/2024	PERA	Withholding for PERA 2025 - overpayment for November 2024.	9837a	\$423.26			
					100-41950-121- 100-41950-173-	Tax Payments Tax Payments	\$226.75 \$196.51
Total For Selected Claims				\$1,866.93			\$1,866.93

Date Range : 12/1/2024 To 12/31/2024

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
						1/13/24	
	Dave Ellingson	Town Supervisor				Date	
						1/13/24	
	Duane E Ard	Town Supervisor				Date	
						1/13/24	
	Justin W Kirchenwitz	Town Supervisor				Date	

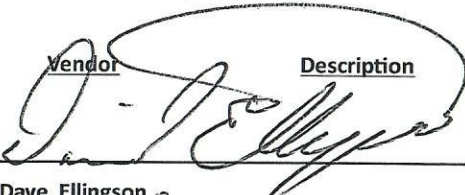
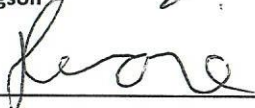
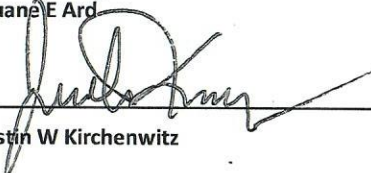
Date Range : 1/1/2025 To 1/13/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/03/2025	Arvig	Internet monthly fee	9841	\$86.95	100-49141-325-36	General Gov't Building and Plant Parking Lots	\$86.95
01/13/2025	Lake Region Electric Coop	Electric Bill - December 2024	9842	\$329.36	100-41940-381-49	General Government Buildings and Plant	\$329.36
01/13/2025	Lakes Community Cooperative	Yellow truck; 19.79 gal @\$3.699; 11.56 gal @ \$3.598; 22.13 gal @ \$3.600; see notes	9843*	\$356.43	201-43101-212-600	Highways, Streets & Roadways	\$356.43
01/13/2025	Column Software PBC	publish annual election filing notice; 12/12; 12/19	9844	\$61.18	100-41410-343-	Elections	\$61.18
01/13/2025	Amazon	2025 wall calendar for town hall	9845	\$32.86	100-41901-201-	Other General Government	\$32.86
01/13/2025	Minnesota Revenue	State Withholding tax 4th Quarter 2024	9846	\$246.01	100-41950-127-	Tax Payments	\$246.01
01/05/2025	United Community Bank	loan payment for January	9847	\$1,000.00	285-41501-602- 285-41501-612-	Financial Administration Financial Administration	\$883.04 \$116.96
01/13/2025	Otter Tail E. Cty Assoc of Township	2025 Membership Dues: EOT	9848	\$90.00	100-41901-433-61	Other General Government	\$90.00
01/13/2025	Minnesota Unemployment Insurance Fu	Unemployment Benefit Paid to Randolph Knaust - Quarter 4 of 2024	9849	\$608.00	201-49241-142-	Insurance - Unemployment	\$608.00

Date Range : 1/1/2025 To 1/13/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
01/13/2025	Minnesota Association of Townships	Township dues for 2025	9850	\$517.60			
					100-41901-433-60	Other General Government	\$517.60
01/13/2025	Tammy Trosdahl	Mileage reimbursement - 56 miles @.70	9851	\$39.20			
					100-41510-331-34	Treasurer	\$39.20
01/13/2025	Dawn Lueders	Mileage reimbursement - 170 miles @.70	9852	\$119.00			
					100-41425-331-34	Clerk	\$119.00
01/12/2025	Lakes Community Cooperative	Yellow truck; 30.712 gal @\$3.599	9853	\$110.53			
					201-43101-212-600	Highways, Streets & Roadways	\$110.53
01/13/2025	Minnesota Revenue	State Withholding tax January 2025	9854	\$31.91			
					100-41950-172-	Tax Payments	\$31.91
01/13/2025	Internal Revenue Service	Federal Withholding January 2025	9855	\$609.58			
					100-41950-122-	Tax Payments	\$206.50
					100-41950-174-	Tax Payments	\$206.50
					100-41950-135-	Tax Payments	\$48.29
					100-41950-175-	Tax Payments	\$48.29
					100-41950-171-	Tax Payments	\$100.00
Total For Selected Claims				\$4,238.61			\$4,238.61

Date Range : 1/1/2025 To 1/13/2025

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						1/13/24	
	Dave Ellingson		Town Supervisor			Date	
						1/13/24	
	Duane E Ard		Town Supervisor			Date	
						1/13/24	
	Justin W Kirchenwitz		Town Supervisor			Date	