

*Dead Lake Township
PO Box 54
Richville, MN 56576*

Dead Lake Township Monthly Meeting Minutes
October 14, 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 was one visitor in the audience. (see attached sheet)

The Pledge of Allegiance was recited by those present.

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

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

General Fund	\$ 20,015.42
Road & Bridge Fund	\$ 43,236.77
Township Equipment Fund	\$ 44,379.17
Fire Fund	\$ (3,427.52)
Verizon Lease Payment	<u>\$ 5,506.49</u>
Total	\$ 109,710.33

Kirchenwitz made a motion to approve the September 2024 Financial Report. The second was made by Ard. Motion passed unanimously. Trosdahl reported that a total of \$1,987.86 was received during September 2024.

Bills for September: Lueders presented the bills for October 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

Commissioner Bucholz: County Commissioner Dan Bucholz attended the meeting with a couple of informational items. First, Bucholz informed the board that Wayne Stein, County Auditor/Treasurer, and an employee with Otter Tail County for 41 years will be retiring on January 1, 2025. Bucholz stated that they will be very big shoes to fill as Stein oversees the elections and all things related to the Auditor and Treasurer offices. Bucholz also wanted to make sure all officers knew about a survey being done at the East Otter Tail Association meeting on October 22nd in Deer Creek. The survey will be regarding the EMS services in the County. The purpose of the survey is to get feedback as to whether the Townships would like the townships to handle the funding, the County to handle the funding or any suggestions as to who should handle the funding if the person feels neither the County nor Townships should. Bucholz also stated that the EMS services on the west side of the County are not doing any better financially than the east side of the County. The west side EMS services may be in worse financial condition than the east side. Bucholz encouraged the board members to attend the meeting.

Line up tow trucks: Ellingson will line up the tow trucks for early am or late pm during the winter.

Snow Fences: Kirchenwitz and Ellingson will put them up before the ground freezes.

Kotschevar Sewer Project: A request was received from Scott's Septic Service out of Ashby for permission to bore under the road at 39025 Marion Lane for the purpose of installing a new drain field for Mark and Joan Kotschevar. The drain field will be located on property that Kotschevar owns adjacent to the property with the house on. The supervisors looked over the request and deemed that the portion of Marion Lane referred to is not a township road and therefore the township has no jurisdiction in the project. Lueders will respond with the appropriate letter informing Scott's Septic Service of the decision.

Winter Maintenance Agreement: Lueders received information from the County regarding our winter maintenance agreement. In 2023 we requested 30 tons of sand/salt. In the winter of 2023/2024 Dead Lake Township used 15 tons. It was motioned by Kirchenwitz and seconded by Ard to request 30 tons for this year. Motion passed unanimously. Lueders will get the agreement sent back to the County.

2025 Seal Coat/Traffic Markings: The Township will not be participating.

2025 Signs & Posts: The Township takes care of any needs we have ourselves so no need to participate.

Mileage for Township: Our certified mileage states that the County has 43.07 miles for Dead Lake Township and that number determines our allocation from the state. There was a motion by Kirchenwitz and seconded by Ard to leave the mileage at 43.07 as there have not been any changes. Lueders will get the report sent to the County.

Public Access: The Supervisors discussed the parking problems at the public access this past summer. It was decided to get a launching only sign to be put up at the access.

Calendar Items: The only calendar item was the East Otter Tail Township Association meeting on October 22nd at 6:30pm in Deer Creek.

Housekeeping Items: There were no housekeeping items.

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

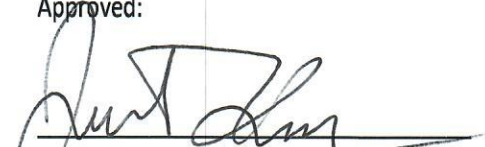
The next regular Board Meeting will be held at 6:00 p.m. on November 18th, 2024, at the Dead Lake Township Hall.

Having no further Township business to conduct, Kirchenwitz motioned to adjourn the meeting. Ard seconded. Motion carried unanimously. The meeting adjourned at 6:58p.m.

Respectfully submitted:

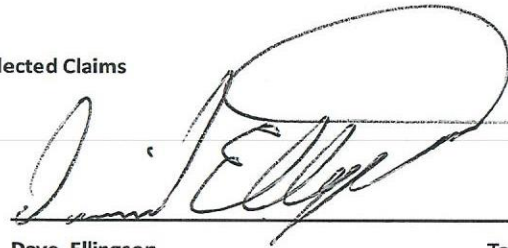

Dawn Lueders, Clerk

Approved:


Justin Kirchenwitz, Chairperson

Date Range : 10/15/2024 To 10/31/2024

<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>
10/17/2024	Ron Carrlson	51 gophers @ \$5.00	9798	\$255.00	201-43101-454-	Highways, Streets & Roadways	\$255.00
10/17/2024	Tyler Fithen	18 gophers @ 5.00	9799	\$90.00	201-43101-454-	Highways, Streets & Roadways	\$90.00
Total For Selected Claims				\$345.00			\$345.00

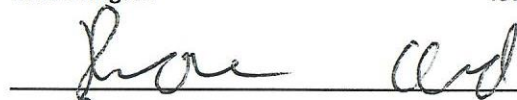


Dave Ellingson

Town Supervisor

11/18/24

Date



Duane E Ard

Town Supervisor

11/18/24

Date



Justin W Kirchenwitz

Town Supervisor

11/18/24

Date

Date Range : 10/15/2024 To 11/18/2024

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11/03/2024	Arvig	Internet monthly fee	9800	\$86.95	100-49141-325-36	General Gov't Building and Plant Parking Lots	\$86.9
11/05/2024	United Community Bank	November loan payment	9801	\$1,000.00	285-41501-602- 285-41501-612-	Financial Administration Financial Administration	\$884.3 \$115.6
11/18/2024	Lake Region Electric Coop	Electric Bill - October 2024	9802	\$160.88	100-41940-381-49	General Government Buildings and Plant	\$160.8
11/18/2024	Rush Lake Township	2024 dust control on S Marion Drive (25%)	9803	\$948.00	201-43122-224-40	Unpaved Streets	\$948.0
11/18/2024	Grant Graham Excavating, LLC	Signs (3 custom, 2 chevron) \$898.00 6 posts, 1 sign bracket \$380.00 Labor \$1200.00	9804	\$2,478.00	201-43101-226-64	Highways, Streets & Roadways	\$2,478.0
11/18/2024	Lakes Area Truck Repair Inc	full service & DOT on red plow truck; repair R front wheel seal, clean brakes; new hub cap	9805	\$1,581.87	201-43126-221-38	Road and Bridge Equipment	\$1,581.8
11/18/2024	Kris Engineering, Inc	65 teeth for grader	9806	\$469.55	201-43126-221-31	Road and Bridge Equipment	\$469.5
11/18/2024	MATIT	Workers Compensation Ins Coverage 01/01/2025 - 12/31/2025 - premium	9807	\$1,551.00	100-49242-151-	Insurance: Commerical Package/Officer Bond	\$1,551.0
11/18/2024	Duane E Ard	Mileage reimbursement - 45 miles @.67	9808*	\$30.15	201-41110-331-34	Council/Town Board	\$30.1

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<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>
11/18/2024	Dawn M Lueders	Mileage reimbursement - 202 miles @.67	9809*	\$135.34	100-41425-331-34	Clerk	\$135.34
11/18/2024	Tammy M Trosdahl	Mileage reimbursement - 56 miles @.67	9810*	\$37.52	100-41510-331-34	Treasurer	\$37.52
11/18/2024	David Stang	mileage reimbursement for election - 5 miles @.67	9811*	\$3.35	100-41410-331-34	Elections	\$3.35
11/18/2024	Ervin Wickham	mileage reimbursement for election - 10 miles @.67	9812*	\$6.70	100-41410-331-34	Elections	\$6.70
11/18/2024	Karen Seaton	mileage reimbursement for election - 11 miles @.67	9813*	\$7.37	100-41410-331-34	Elections	\$7.37
11/18/2024	Shelly Blauert	mileage reimbursement for election - 8 miles @.67	9814*	\$5.36	100-41410-331-34	Elections	\$5.36
11/18/2024	Diane L Matejka-Lund	mileage reimbursement for election - 5 miles @.67	9815*	\$3.35	100-41410-331-34	Elections	\$3.35
11/18/2024	Mildred Stang	mileage reimbursement for election - 5 miles @.67	9816*	\$3.35	100-41410-331-34	Elections	\$3.35
11/18/2024	Jocelyn Kerr	mileage reimbursement for election - 11 miles @.67	9817*	\$7.37	100-41410-331-34	Elections	\$7.37

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11/18/2024	Derene Johnsen	mileage reimbursement for election - 12 miles @.67	9818*	\$8.04	100-41410-331-34	Elections	\$8.04
11/18/2024	Joan Varholdt	mileage reimbursement for training and election - 126 miles @.67	9819*	\$84.42	100-41410-331-34	Elections	\$84.42
11/18/2024	Kathy Baker	mileage reimbursement for election - 14 miles @.67	9820*	\$9.38	100-41410-331-34	Elections	\$9.38
11/18/2024	Megan Kirchenwitz	mileage reimbursement for election - 2 miles @.67	9821*	\$1.34	100-41410-331-34	Elections	\$1.34
11/18/2024	Perham Area EMS	second half of 2024 financial contribution	9822	\$17,451.00	230-42153-317-	Ambulance Services	\$17,451.00
11/18/2024	PERA	Withholding for PERA November 2024	9823	\$504.07	100-41950-121- 100-41950-173-	Tax Payments Tax Payments	\$270.04 \$234.03
11/18/2024	Internal Revenue Service	Federal Withholding November 2024	9824	\$927.33	100-41950-127-	Tax Payments	\$927.33
11/18/2024	United Community Bank	additional principal loan payment	9825	\$5,000.00	285-41501-602-	Financial Administration	\$5,000.00
11/18/2024	Wells Construction MN LLC	mowing ditches & tree removal in right-of-way	9826	\$3,432.50	201-43101-408- 201-43101-447-	Highways, Streets & Roadways Highways, Streets & Roadways	\$1,662.50 \$1,770.00

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11/18/2024	All Seasons Heating & A/C LLC	service and repair heating sources at the town hall	9827	\$439.79			
					100-41940-409-	General Government Buildings and Plant	\$439.79
11/18/2024	Perham Steel & Welding	oxygen and acetylene tanks	9828	\$103.00			
					201-43126-215-	Road and Bridge Equipment	\$103.00
11/18/2024	Ryan Fithen dba Mr. D's	haul gravel; fix road potholes; install beaver leveler; culvert on Egret; black dirt	9829	\$4,000.00			
					201-43122-438-	Unpaved Streets	\$150.00
					201-43122-452-	Unpaved Streets	\$800.00
					201-43122-465-	Unpaved Streets	\$1,650.00
					201-43122-465-	Unpaved Streets	\$1,400.00
Total For Selected Claims				\$40,476.98			\$40,476.98


 Dave Ellingson Town Supervisor

11/18/24
 Date


 Duane E Ard Town Supervisor

11/18/24
 Date


 Justin W Kirchenwitz Town Supervisor

11/18/24
 Date