Dead Lake Township
PO Box 54
Richville, MN 56576

Dead Lake Township Monthly Meeting Minutes
September 14, 2026

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 August 2026 minutes. A motion was made by Ard and seconded by Ellingson to approve the August 2026 meeting minutes. Motion passed unanimously.

Financial Report: Trosdahl reported the figures for August 2026 as follows:

General Fund	$ 75,959.34
Road & Bridge Fund	$ 145,971.96
Township Equipment Fund	$ 0.00
Fire Fund	$ 4,336.16
EMS Fund	$ 4,743.72
Verizon Lease Payment	$ 410.18
Total	$ 231,421.36

Kirchenwitz made a motion to approve the August 2026 Financial Report. The second was made by Ard. Motion passed unanimously. Trosdahl reported that a total of $2,061.51 was received during August 2026.

Bills for September: Lueders presented the bills for September 2026 to the Supervisors. After reviewing the bills, a motion was made by Ard and seconded by Ellingson to approve the bills as presented. Motion passed unanimously.

OLD BUSINESS

Fire Extinguisher Inspections: The fire extinguishers were inspected today. Summit Fire Protection recharged 6 extinguishers and had some fixing to do on the seventh one.

Signs: The signs will be installed on 340th St, by Doug Hopwoods, and on Beaver Dam Road before the ground freezes.

Shop garage: The door trim has been repaired, and the hydrant has been bored in to the shop and installation is complete.

NEW BUSINESS

Ditch Mowing: The final ditch mowing for 2026 will be completed before Halloween.

Septic Boring under Lillis Drive: A request to be able to bore under Lillis Drive at 36760 was received from Scott's Septic Services. The request was for K & J Monson. Kirchenwitz made a motion and Ard seconded the motion to allow Scott's Septic Services to bore under Lillis Drive to install the sewer. Motion carried unanimously. A letter will be sent that approval was given and any damage done to township property becomes the responsibility of the landowner to repair.

Dead Lake Road Culvert damage: Kirchenwitz said that a culvert on Dead Lake Road past Curt Adams was damaged. Kirchenwitz called Arvig and they looked up the location and informed Kirchenwitz that it was Park Region's line. The culvert waws where The Arvig line ends and the Park Region line begins. Kirchenwitz stated that Park Region was out and repaired the culvert and it looks good.

County Mileage Certification: The township received a letter from Otter Tail County requesting that if the township road mileage has changed since last year, the new mileage get reported to the County or the mileage from last year will carry forward to 2027. The Supervisors stated that the mileage in the township has not changed so nothing needs to be done.

County Winter Maintenance: Otter Tail County asked for the township to fill out their request for winter sand/salt material for the 2026-2027 winter. Dead Lake Township requested 30 tons for 2025-2026 winter season. The Supervisors stated that was plenty for last winter. A motion was made by Ard and seconded by Ellingson to request 30 tons of sand/salt mix from the County for the winter of 2026-2027. Motion carried unanimously.

Gravel for roads: Ard stated that about 15 loads of gravel are needed on Beaver Dam Road, 395th Avenue, 375th Street, and Dead Lake Road. Randy Knaust had mentioned to Ard about maybe looking into some crushed concrete for some of the areas on the township roads that keep getting soft and washed out.

340th Street: Some gravel has already been put on 340th Street by Olson's for now to get through the winter. 340th Street will be fixed in the Spring. Ellingson wants to only fix our side which is the south side of the road. Kirchenwitz will reach out to some contractors to get some estimates on the cost to repair the road. Amor has requested to be involved since 340th Street is a shared road.

Calendar Items: September 28th there will be a County Commissioners meeting in Richville starting at 6:00pm

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 October 12th, 2026, at the Dead Lake Township Hall.

Having no further Township business to conduct, Kirchenwitz motioned to adjourn the meeting. Ellingson seconded. Motion carried unanimously. The meeting adjourned at 6:32p.m.

Respectfully submitted:

Dawn Lueders, Clerk

Approved:

Justin Kirchenwitz, Chairperson

Date Range : **9/15/2026 To 10/12/2026**

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
10/03/2026	Arvig	Internet monthly fee for September	10231	$128.95			
					100-49141-325-36	General Gov't Building and Plant Parking Lots	$128.95
10/12/2026	Lake Region Electric Coop	Electric Bill - September 2026	10232	$65.12			
					100-41940-381-49	General Government Buildings and Plant	$65.12
10/12/2026	Darrell Hatlevig	18 pairs of gopher feet @ $5.00 a pair	10233	$90.00			
					201-43101-454-	Highways, Streets & Roadways	$90.00
10/12/2026	Duane E Ard	Mileage reimbursement - 64 miles @ .76	10234	$48.64			
					201-41110-331-34	Council/Town Board	$48.64
10/12/2026	Dawn M Lueders	Mileage reimbursement - 40 miles @ .76	10235	$30.40			
					100-41425-331-34	Clerk	$30.40
10/12/2026	Tammy M Trosdahl	Mileage reimbursement - 56 miles @ .76	10236	$42.56			
					100-41510-331-34	Treasurer	$42.56
10/12/2026	Minnesota Paid Leave	3rd Quarter 2026 Employee Paid Leave	10237	$47.43			
					100-41950-143-	Tax Payments	$47.43
10/12/2026	Minnesota Paid Leave	3rd Quarter 2026 Officer Paid Leave	10238	$5.70			
					100-41950-143-	Tax Payments	$5.70
10/12/2026	Internal Revenue Service	Federal Withholding October 2026	10239	$644.00			
					100-41950-174-	Tax Payments	$205.38
					100-41950-175-	Tax Payments	$48.03
					100-41950-122-	Tax Payments	$205.38
					100-41950-135-	Tax Payments	$48.03
					100-41950-171-	Tax Payments	$137.18

Date Range : **9/15/2026 To 10/12/2026**

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
10/12/2026	Minnesota Revenue	State Withholding tax October 2026	10240	$95.72			
					100-41950-172-	Tax Payments	$95.72
10/12/2026	PERA	Withholding for October PERA 2026	10241	$342.72			
					100-41950-121-	Tax Payments	$183.60
					100-41950-173-	Tax Payments	$159.12
10/12/2026	Lakes Area Truck Repair Inc	filters, gasket, seal and screen for grader	10242	$345.33			
					201-43126-213-31	Road and Bridge Equipment	$345.33
10/12/2026	Jake's Welding LLC	lawn mowing for town hall and access	10243	$130.00			
					100-41940-409-46	General Government Buildings and Plant	$80.00
					100-41940-409-719	General Government Buildings and Plant	$50.00
10/12/2026	Amazon	extra Ring camera for town hall	10244	$322.58			
					100-41940-223-	General Government Buildings and Plant	$322.58
Total For Selected Claims				**$2,339.15**			**$2,339.15**

Dave Ellingson — Town Supervisor — 10/12/26 — Date

Duane E Ard — Town Supervisor — 10/12/26 — Date

Justin W Kirchenwitz — Town Supervisor — 10/12/26 — Date