

POKEGAMA TOWNSHIP
APPROVED REGULAR BOARD MEETING MINUTES
APRIL 14TH, 2022 AT 7:00 pm

Chairman Dave Deutschlander called the meeting to order at 7:00 pm and the Pledge of Allegiance was said. Supervisors who were present Terry Peterson, Wayne Whited, Jason Zastera, and Dean Swenson. Also, who were present Administrative Clerk Christy Belsheim, Treasurer Darla Hall, And Zoning Administrator Gordy Johnson.

AGENDA

Dave Deutschlander **motioned** Terry Peterson seconded to approve the agenda as written. All in favor motioned carried.

APPROVE MINUTES

Terry Peterson **motioned** Dave Deutschlander seconded to approve the minutes from the March 10th, 2022 Regular Board Meeting as written. All in favor motioned carried.

PAYROLL CLAIMS

Jason Zastera **motioned** Dave Deutschlander seconded to approve payroll claims check # 13436 through check #13440 & check # 13444 through check # 13453 for a total of \$12,745.50 All in favor motion carried.

SEWER CLAIMS

Dean Swenson **motioned** Dave Deutschlander seconded to approve sewer claims check # 3392 through check # 3400 for a total of \$58,265.14. All in favor motion carried.

TOWNSHIP CLAIMS

Wayne Whited **motioned** Dean Swenson seconded to approve township claims check # 13435 & check # 13441 through check #13443 & check # 13454 through check # 13465 & EFT \$175.74 for a total of \$147,462.22. All in favor motion carried.

TREASURERS REPORT

Treasurer Darla Hall read off the balance in each fund with the total ending balance of \$531,120.01. She stated that the Pine County gas tax check was in the Road & Bridge Fund. She also mentioned a \$6,000 progress payment was made out of the sewer account to Wipfli, the auditor. When she spoke to them, they were almost through with 2019. They had to recreate a few things from 2018 since they have not received any information from the previous Auditor, to make adjustment to 2019. Dave Deutschlander **motioned** Terry Peterson seconded to accept the treasurers report as given.

BUILDING DEPARTMENT

Chairman Dave Deutschlander mentioned. There are a few more people who are interested in building the shop addition. He is going to have a sketch made at the lumber yard for a 40x40 addition on the shop. The sewer tank will need to be moved.

CLERK

Administrator Clerk Christy Belsheim mentioned she has received emails from Pine County. They have been working to improve broadband to the residents of our county. Pine County is the second from the bottom in the state. East Central Energy is working on a possible opportunity that will provide fiber to the home for a majority of the county. They need help to accomplish this goal. They are asking for a resolution of support at this time. Dave Deutschlander **motioned**

Terry Peterson seconded to accept Resolution 2022-6. Resolution of support for East Central Energy's Broadband Project in Pine County.

ZONING

- A. Manufactured Home Subdivision- Zoning Administrator Gordy Johnson stated it has been approved already. It needs to go through Torrens land survey not an abstract. Dave Deutschlander **motioned** Terry Peterson seconded to approve the Pokegama Shores Manufactured Home Minor Subdivision. All in favor motioned carried.
- B. Public Nuisance Property Clean Up- Zoning Administrator Gordy Johnson showed the Board an email from the Township attorney Mike Couri. The email showed what the expected costs to clean up properties would be. With legal fees and court costs and cleanup for one property estimated total \$24,400 plus. In order for Pokegama Township to clean up a property. A public nuisance ordinance will have to be adopted. Zoning Administrator Gordy Johnson handed out a sample ordinance from the league of Minnesota Cities to the Supervisors to look at on their own time. He stated before anything can be done on any property, we need to have 3 complaints from 3 different people. One property was tax forfeited land. It was sold to group of individuals out of Austin TX. It was a reverse mortgage the existing property owner still lives there. John who is a neighbor to this property showed pictures of the property to the Board. Zoning Administrator Gordy Johnson recommended to have our attorney write a letter to the mortgage company.

ROADS

- A. Gravel Bids- Administrative Clerk Christy Belsheim opened the gravel bids. Two bids were received. Bjorklund Companies, \$15.50/c.y. Rydberg & Sons, Inc. \$12.72/c.y. Jason Zastera **motioned** Dave Deutschlander seconded to accept Rydberg & Sons Inc. bid at \$12.72/c.y. All in favor motioned carried.
- B. Dust Coating- Administrative Clerk stated we are the list for them to contact when they get the May schedule out.
- C. Road Review- A time was set up for the Road Review April 23rd, 2022 at 9:00 am meet at the Town Hall.
- D. Grader Service Plan- Dave Deutschlander **motioned** Wayne Whited seconded to accept the Grader Service plan for \$8,081.53. All in favor motion carried.
- E. Mowing and Brushing Contract- Central Right of way Service submitted a contract for 2022 season. Jason Zastera **motioned** Dave Deutschlander seconded to accept Central Right of Way Services for \$54/ mile and additional brush or grass at \$135/ hour.

FIRE & ANNEXATION

- A. Fire Contract- Jason Zastera **motioned** Dave Deutschlander seconded to sign the Fire Contract for August 1, 2021- December 31st, 2022. All in favor motioned carried.
- B. Fire District Meeting- Pine City Township will be hosting a fire district meeting on April 20th, 2022 at 7:00 pm. Jason Zastera mentioned we should also consider if the City of Pine City Fire Department let the fire committee vote that we should consider that option as well. Zoning Administrator Gordy Johnson mentioned we are the big Township in this and the other Townships are depending on us to follow through with a fire district. Pokegama Township needs to take charge.

SEWER

- A. General Sewer Report- Everything is going well. Terry Peterson mentioned the rebuilt pump for lift station #9 is done and is ready for back up if it is ever needed.
- B. Cross Lake Agreement- Dean Swenson **motioned** Wayne Whited seconded to accept the Cross Lake Agreement/ARPA Funds as written. All in favor motion carried.

C. Sewer Resolutions- Zoning Administrator Gordy Johnson explained to the Town Board the sewer rates resolutions for our bar/restaurants Floppie Crappie Lakeside Pub and Lake Appeil need to be updated. The rates are figured out by REU per seats. Right now, we charge 32 seats per 1 REU. The MN Rules recommendations average out to charge 10 seats per REU. The seating capacity for Floppie Crappie is 225, Lake Appeil is 79. The Floppy Crappie Owners Sherri Hansen and Steve Cunningham presented to the Board. They would like their billings and mailings from now on be sent to their corporate office in the cities. Sherri went on to explain the reason why she has not paid her bill was because she did not understand it and believes the amount owed is incorrect. Last November she requested our records of billings and payments for the last six years. After, she got the ledger she said it was hard to figure out. There were hand written numbers and other notes written on the ledger. She made payments to the county and then the county paid us. She requested a sit-down meeting with someone from the Township other than the Treasurer due to personality conflict or she would like a third-party entity review the account. Zoning Administrator Gordy Johnson recommended a sit down with Treasurer Darla Hall and Dean Swenson the sewer supervisor. Next, she wanted to notify the board of her seating capacity at 225. Due to COVID they have cut their seating down to 138, and they are only open 4 days a week. Supervisor Swenson informed the township that he had been into the restaurant and counted seats just a week prior to this evening's meeting and the number 225 was what they counted. Sherri indicated that she had removed chairs since then. She requested to get a discount on her bill if they would only be open from May-September and closed from October –April. Also, she stated to the Board they received a few small grants from covid but did not receive the full PPP. She asked the Board if they would consider discounting her bill for the 5 months, she had to be closed due to Covid. She stated her business was discussed at the February Meeting and she was not notified that it was going to be. She would like notification from now on if we are discussing her business. Treasurer Darla Hall stated we received emails from her and she wanted answers by a certain date but it was something the Board needed to decide. That is why it was discussed at the February Board Meeting and she was aware.

Hall explained the handwritten notes on the ledger were for her to understand the ledger better. Treasurer Darla Hall explained to Sherri that in 2017/2018 the amount that was to be certified to the county was taken off the certified listing to the County in error and never put on the property tax for collection that year. The amount was placed back onto the sewer account and certified at a later date for collection in 2021. Hall noted that Sherri claimed the amount had been paid and Hall has asked several times for proof of that payment but has not received anything to date. The township has no record of that amount being paid. Darla also explained that when an amount is certified to the County, it is taken off the sewer ledger and becomes an accounts receivable due from Pine County, which they collect from the property owners taxes. When the township receives payment from the county it does not show up on the sewer billing ledger as it is then a long term receivable from Pine County and applied there. Sherri again asked for a sit down or have a third-party entity look over the ledger. The Sherri again asked for a sit down or have a third-party entity look over the ledger. The Board's decision was Sherri needs to provide proof of the payment that is in question. Then a sit down can be scheduled with Treasurer Darla Hall and Sewer Supervisor Dean Swenson. Sherri then asked about the discount for being closed in the winter. Chairman Dave Deutschlander stated we will

readdress that at a later time. Hall commented that the Township needs to remember that the seasonal people all pay user fee's year round whether they are at their cabin for three months or 12 months. Also part of the user fees are for paying for maintenance and upkeep on the infrastructure in the ground and the pumps at the stations. Sheri then asked about the sewer rates and the seating capacity. She cannot afford for her bill to go up \$500 that shows on the resolution of seating capacity of 225 at 10 seats per REU. Terry Peterson **motioned** Dean Swenson seconded to accept Resolution 2022-4 for Lake Appeil Sewer Usage Units at 1 unit per 32 seats at \$35 with 79 seats, 15 Seasonal Units at \$17.50 per month, May through October which calculates out to \$131.25 per month and 1 Full Time Apartment Unit at \$35 per month. Motion included to also accept Resolution 2022-5 for Floppie Crappie Lakeside Pub Sewer Usage at 1 Unit per 32 seats at \$35 with 225 seats. and 1 full time Apartment Unit at \$35.00 per month. All in favor motion carried

NEW BUSINESS

- A. Date was set for Spring Clean Up Day Saturday June 4th, 2022 7:00-11:00 am limitation are pick up box level or 4x8 utility trailer, 4 tires per household, 2 mattress per household, 2 Electronics, Appliances. No hazardous material.
- B. North Yard Maintenance Contract- Dave Deutschlander **motioned** Jason Zastera seconded to accept the North Yard Maintenance Contract for 2022 weekly lawn maintenance. Service includes roughly 26 weeks of cutting, trimming, and blowing clippings from walkways/parking areas. Weekly price \$70.

OLD BUSINESS- None

AGENDA REQUEST -None

PUBLIC COMMENT- None

CORRESPONDENCE- None

REMINDERS

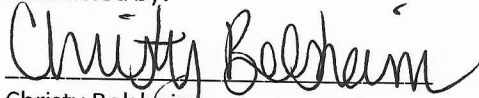
- A. Next Planning Commission April 18th, 2022 at 7:00 pm
- B. Next Regular Board Meeting May 12th, 2022 at 7:00 pm
- C. Board of Appeal & Equalization April 19th, 2022 at 9:00 am
- D. Pine Town Fire District Meeting April 20th, 2022 at 7:00 pm
- E. City Council Meeting May 4th, 2022 at 6:30 pm

JUNK MAIL-None

ADJOURN

Dave Deutschlander **motioned** Terry Peterson seconded to adjourn the April 14th, 2022 Regular Board Meeting. All in favor motioned carried. Meeting adjourned at 9:00 pm.

Submitted by:



Christy Belsheim
Administrative Clerk
Pokegama Township



Dave Deutschlander
Chairman
Pokegama Township