

**POKEGAMA TOWNSHIP**  
**APPROVED REGULAR BOARD MEETING MINUTES**  
**OCTOBER 12<sup>TH</sup>, 2023**

Chairman Terry Peterson called the meeting to order at 7:00 pm and the Pledge of Allegiance was said. Supervisors who were present Dave Deutschlander, Wayne Whited. Also, present were Administrative Clerk Christy Belsheim, Treasurer Darla Hall, and Zoning Administrator Gordy Johnson. Not Present Jason Zastera

AGENDA

Chairman Terry Peterson asked for any changes or additions to the agenda. Administrative Clerk Christy Belsheim requested to add FEMA Update. Wayne Whited **motioned** Terry Peterson seconded to accept the agenda with one change. All in favor motion carried.

APPROVE MINUTES

Dave Deutschlander **motioned** Wayne Whited seconded to accept the September 14<sup>th</sup>, 2023 Regular Board Meeting Minutes as written. All in favor motion carried.

PAYROLL

Terry Peterson **motioned** Dave Deutschlander seconded to approve check #14221 through check #14244 includes PERA, IRS, Mn Dept of Revenue for a total \$18,193.84. All in favor motioned carried.

SEWER

Dave Deutschlander **motioned** Terry Peterson seconded to approve check # 3548 through check #3550 & check #3552 through check #3554 & ECE EFT \$1,347.58 for a total \$30,116.66. All in favor motion carried. Dave Deutschlander **motioned** Wayne Whited seconded to approve check #3551 for \$6,601.40 Dave Deutschlander yes, Wayne Whited yes, Terry Peterson abstains due to conflict of interest. Motion carried.

TOWNSHIP

Wayne Whited **motioned** Dave Deutschlander seconded to approve check # 14245 through check # 14264 & EFT Viastat \$178.74 ECT Verizon \$163.20. for a total of \$140,017.89. All in favor motion carried. Wayne Whited **motioned** Dave Deutschlander seconded to approve check #14265 for \$2,165.00. Dave Deutschlander yes, Wayne Whited yes, Terry Peterson abstains due to conflict of interest. Motion carried

TREASURER

Treasurer Darla Hall read of the balances in each account with the total ending balance of \$466,865.29. Treasurer Hall asked if we will be using COVID money for Audrey Gayle and is it going to be completed this year. Terry Peterson stated it is on the schedule to get the first house that has the failing system hooked up. Treasurer Hall explained she reimbursed the sewer fund \$17,800 with Covid money that was used for sewer access charges on the Birchview extension. Next, Hall stated the 2 CDS at Stearns Bank that came due were taken out and placed in the money market account at Frandsen Bank. Terry Peterson **motioned** Dave Deutschlander seconded to accept the treasurers report as given. All in favor motion carried.

BUILDING

Still waiting on specs for the shop addition. There was a discussion on the exterior of the Town Hall that it needs some attention with siding, shutters, and landscaping. The decision made is to wait for springtime to do any maintenance on the building exterior.

#### CLERK

Administrative Clerk Christy Belsheim explained to the town board she has received a petition from Thomas Peine to vacate a portion of Riverview Dr. The reason for the vacate is for Thomas Peine to have clear access to County Rd 53. Zoning Administrator Gordy Johnson exclaimed when County Road 53 was redone. The county never got an easement, and we need to contact the county engineer regarding this issue. ZA Johnson also recommended we vacate the other portion of road at the same time. The next step in this process is to set an order for a public hearing, the timeline is it needs to be within 30 days of tonight. The Board of Supervisors set the Public Hearing date for November 2<sup>nd</sup>, 2023 at 6:00 pm at the Pokegama Town Hall. Terry Peterson **motioned** Wayne Whited seconded to set the Public Hearing for Thomas Peine to vacate a portion of Riverview Dr for Thursday November 2<sup>nd</sup>, 2023 at 6:00 pm at the Pokegama Town Hall. All in favor motion carried. Next, on the agenda Clerk Belsheim reminded the Board the Pine County Officers meeting is on October 28<sup>th</sup>, 2023 at 9:00 am at the Hinckley Community Center.

#### ZONING

Zoning Administrator Gordy Johnson explained to the board there is a request for a self-storage facility conditional use permit for Jeremy and Ashlee Thomas, located at 15461 Maple Knoll Rd, Pine City, MN 55063. The planning commission recommended to the town board for approval with all the findings and facts for a self-storage rental facility conditional use permit. Dave Deutschlander **motioned** Wayne Whited seconded to accept the self-storage rental facility conditional use permit for Jeremy and Ashlee Thomas, located at 15461 Maple Knoll Rd, Pine City, MN 55063 with all the findings and facts from the planning commission. All in favor motioned carried.

#### ROADS

- A. We received the new road grader service agreement with the correct information. The agreement is a 3-year plan and to be serviced at 2000, 2500, 3000 hours. The 2000 hour have already been completed. Terry Peterson **motioned** Wayne Whited seconded to accept the grader service agreement. All in favor motion carried.
- B. Clerk Belsheim then updated the board that she has completed and submitted the FEMA paperwork for the spring flooding. Next step is to wait for FEMA to get back to us.

#### FIRE/ANNEXATION

Fire district meeting is on Wednesday, October 18<sup>th</sup>, 2023 at Pine City Township Town Hall at 7:00 pm.

#### SEWER

- A. Pokegama lake RV/MHC- Still working on the 5-year settlement agreement.
- B. Appoint new sewer supervisor – Supervisor Jason Zastera was not present and we have not appointed the Supervisor B position. We will address at next month's meeting.
- C. Sewer committee member Ron Willimas submitted a letter stating he is resigning from his position on the sewer committee. As of right now a new member has not been appointed.

NEW BUSINESS

Chairman Peterson explained the process of filling the Supervisor B position. The Town Board will appoint someone to fill the vacancy until the township election on March 14<sup>th</sup>, 2024. The Supervisor B position will be on the township ballot in March 14<sup>th</sup>, 2024 for a one-year term. There is 3 interested individuals Dave Winter, Darrin Freetly who were present and Dale Dickey who was not present. After a discussion and both Dave winter and Darrin Freetly spoke. Terry Peterson **motioned** Dave Deutschlander seconded to appointed Darrin Freetly for the Supervisor B position. Clerk Belsheim explained she will give Darrin a certificate of appointment after the meeting and he will have 10 days to take the Oath of Office.

OLD BUSINESS

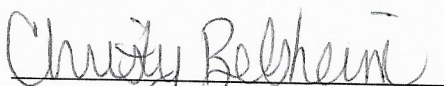
- A. Clerk Belsheim stated the new website is live and she has a Zoom meeting for a training on Monday.
- B. Clerk Belsheim gave the town board a new certification list for unpaid sewer user fees and explained there has been a lot of payments that came in. Terry Peterson **motioned** Dave Deutschlander seconded to give the clerk permission to certify the list with changes when payments are received.
- C. Clerk Belsheim explained at the last regular board meeting there was a discussion on the new election funding, and the township has two options. First option is to yield the money back to Pine County and they will use the funds for the maintenance of the equipment. Second option is to receive the funds and use it for our own election costs and report to Pine County what the funds were used for. Terry Peterson **motioned** Dave Deutschlander seconded to receive the allocation of VOTER funds of \$214.12 for election funding and report to Pine County what it is used for. All in favor motion carried.

AGENDA REQUESTPUBLIC COMMENTCORRESPONDENCEREMINDERS

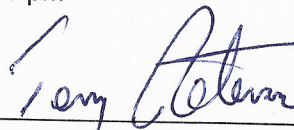
- A. Planning Commission October 16<sup>th</sup>, 2023, at 7:00 pm
- B. Fire District Meeting Pine City Township, October 18<sup>th</sup>, 2023 at 7:00 pm
- C. Pine County Officers Meeting October 28<sup>th</sup>, 2023 at 9:00 am Hinckley Community Center
- D. Regular Board Meeting November 9<sup>th</sup>, 2023 at 7:00 pm

ADJOURN

Dave Deutschlander **motioned** Terry Peterson seconded to adjourn the October 12<sup>th</sup>, 2023 Regular Board meeting. All in favor motion carried. Meeting adjourned at 7:53 pm



Christy Belsheim  
Administrative Clerk



Terry Peterson  
Chairman