

**POKEGAMA TOWNSHIP
APPROVED REGULAR BOARD
MEETING MINUTES MAY 11TH, 2023**

Chairman Terry Peterson called the meeting to order at 7:02 pm and the Pledge of Allegiance was said. Supervisors who were present was Dave Deutschlander, Dean Swenson, Wayne Whited, Also, who were present was Treasurer Darla Hall, Administrative Clerk Christy Belsheim, and Zoning Administrator Gordon Johnson. Supervisor Jason Zastera was not present.

AGENDA

Wayne Whited **motioned** Dave Deutschlander seconded to approve the agenda as written. All in favor motion carried.

APPROVE MINUTES

- A. Dean Swenson **motioned** Terry Peterson seconded to approve the April 11th, 2023 Special Meeting Minutes as written. All in favor motioned carried
- B. Wayne Whited **motioned** Terry Peterson seconded to approve the April 13th, 2023 Regular Board Meeting Minutes as written. All in favor motion carried.
- C. Dave Deutschlander **motioned** Terry Peterson seconded to approve the April 13th, 2023 Reorganizational Meeting Minutes as written. All in favor motion carried.
- D. Dean Swenson **motioned** Terry Peterson seconded to approve the April 18th, 2023 Board of Appeal and Equalization Meeting as written. All in favor motion carried.
- E. Wayne Whited **motioned** Terry Peterson seconded to approve the April 29th, 2023 Road Review Minutes as written. All in favor motion carried

PAYROLL

Terry Peterson **motioned** Dave Deutschlander seconded to approve check # 14017 through check #14024 and check # 14042 through check # 14057. Includes PERA, IRS, MN Revenue for a total of \$23,116.77. All in favor motion carried.

SEWER

Dean Swenson **motioned** Wayne Whited seconded to approve check # 3505 through check # 3507 and check # 3509 through check # 3511 and ECE EFT \$2,162. For a total of \$14,687.18. All in favor motion carried. Dean Swenson **motioned** Dave Deutschlander seconded approve check #3508 for \$7,678.70 Dean Swenson yes, Dave Deutschlander yes, Wayne Whited yes, Terry Peterson abstains due to conflict of interest. Motion carried.

TOWNSHIP

Wayne Whited **motioned** Dean Swenson seconded to approve check # 14025 through Check # 14040 and EFT Viastat \$175.74 and Verizon \$215.09 for a total of \$30,215.12. All in favor motion carried. Wayne Whited **motioned** Dave Deutschlander seconded to approve check # 14041 for \$53,100.00. Wayne Whited yes, Dean Swenson Yes, Dave Deutschlander yes, Terry Peterson abstains due to conflict of interest. Motion carried.

TREASURER

Treasurer Darla Hall read of the balances in each account with an ending balance of \$609, 984.19. She stated that the big deposit for this month was the check from the East Central Cable Commission, and we should be getting our levy check in June sometime. Terry Peterson **motioned** Wayne Whited seconded to accept the treasurers report as given. All in favor motion carried.

BUILDING

In order to bid the shop addition, we needed to have a spec list, so the bidding process would be easier. The spec list should be completed in a few weeks.

CLERK

- A. Administrative Clerk Christy Belsheim stated we need to pass a resolution stating we have a new Vice Chair Person. Dave Deutschlander **motioned** Wayne Whited to pass Resolution 2023-4 appointing Jason Zastera as Vice Chair. All in favor motion carried.
- B. The clerk then explained she received another tax forfeiture of property from the Pine County, parcel Id #28.5214.001, it is a 16-foot strip used for a drainage. The Township was offered this property before and was not interested. After a short discussion the board of supervisors do not want to take this property over through the tax forfeiture process.
- C. Clerk Belsheim stated there was an email from Rydberg & Sons in their packets showing equipment rental rates.
- D. Administrative Clerk Christy Belsheim stated she will be on Vacation from June 12th- June 16th.

ZONING

- A. Chairman Terry Peterson explained he has spoken with Caleb at Pine County regarding our Blight properties, and Pine County has passed a solid waste ordinance. With the solid waste ordinance in place, they are willing to help clean up some of our Blight properties.
- B. Dave Deutschlander stated he has been asked if the Township will be doing a clean up day. The Board of Supervisors decided to have a Clean Up day on June 10th from 8:00 am – Noon. They will follow the same criteria as last year. The Clerk will advertise in the paper and post it on the website, and bulletin boards.

ROADS

- A. Administrative Clerk Christy Belsheim stated there is an engineer's report in the packet from Pine County Engineer, along with a map marked for the possible subordinate service district area. The Board of Supervisors looked over the information and discussed the cost of the project. The prices that we were given are from Pine County and they reflect piggybacking. It is unsure when Pine County will be doing their project, and whether are not the timing would work for us to piggyback with them. Next, there was a discussion on how to divide the cost of the project. The clerk mentioned there are 19 individual property owners, and 3 commercial owners. She explained we could use market value to find a percentage on what the commercials should pay. After the commercial percentages are figured out the remaining balance would be divided up equally between the 19 individual property owners. There was also a discussion on if the Township would contribute to the project. The decision made was Pokegama Township will pay all legal fees, miscellaneous charges and road maintenance. Terry Peterson **motioned** Dean Swenson seconded

to approve the subordinate service district area that is marked on the map and to use the market value formula for cost and for Pokegama Township to pay legal fees, miscellaneous charges and road maintenance. All in favor motion carried.

- B. Administrative Clerk stated there is a flood damage assessment meeting on May 18th, 2023 at 9:00 am at the Hinckley Safety Building. We need to have all of information on the damages from the flooding. She is able to attend.

FIRE

The Township received the City of Pine City's 9-year Fire Contract. The Board of Supervisors are not sure on a 9-year contract and after a discussion. It was decided to wait until after the Fire District meeting to see what the other Townships thoughts are. The Fire District Meeting will take place May 17th, 2023 at 7:00 pm at the Pine City Township Town Hall.

SEWER

General sewer report everything is going well.

Sewer Access Charges

There was a very lengthy discussion on our sewer access charges. Chairman Terry Peterson stated he had talked to Attorney Mike Couri. He explained that Stantec will not release any of our records to MSA the engineer. Stantec is asking for money from us before they will release any documentation. Terry Peterson **motioned** Dean Swenson seconded to give Mike Couri authorization for up to \$3,000 to have Stantec to release our information to MSA engineer. All in favor motion carried. Next, there was a lengthy discussion on our unpaid commercial user fees four out of the five have past due user fees. Pokegama Township is not to give permits if there is an unpaid user fee. Dave Deutschlander **motioned** Terry Peterson seconded to place a moratorium on all commercial development in Pokegama Township until the sewer access charges are figured out. All in favor motion carried.

There was a very long discussion on the Wood Farms Development sewer access charges. Treasurer Darla Hall mentioned she had received a special assessment inquiry on a property located in the Woods Farm development. She explained that she replied back that there is an unpaid sewer access charge and connection fee totaling \$8,550. That is owed to the township. Zoning Administrator Gordy Johnson explained he has talked to the title company and the developer and an agreement was made for the money to go into escrow until the sewer access charges are figures out. There are some others that are in the development with an unpaid sewer access charges and connection fees. Supervisor Dave Deutschlander states that he feels that the developer paid for the sewer line and he feels the sewer access charge should be at a discounted rate. Chairman Terry Peterson **motioned** Dean Swenson seconded that the sewer access charge will remain at \$8,400 plus \$150 connection fee for the homes that are already placed in the woods farm development. Terry Peterson yes, Dean Swenson yes, Wayne Whited yes, Dave Deutschlander No. Motion carried. Treasurer Darla Hall then mentioned 11895 Tigua Rd has not paid their connection fee and sewer access charge for a total \$8,550. She has sent them a couple of bills and have not received any response. Terry Peterson **motioned** Wayne Whited seconded lien, certify 11895 Tigua Road. All in favor motion carried. Terry Peterson stated he will talk to them first before we go ahead with the process.

NEW BUSINESS

We received an update on the East Central Cable Commission. Wayne Whited briefly explained Pokegama Township Midco counts are video 226 and data 619. The contract is coming to an end and they are working on updating some bylaws.

OLD BUSINESS

Dave Deutschlander explained check#13964 for \$10,000 for ECE that was for the broadband project was sent back. In order to donate funds, they need to be sent in with the grant process. ECE will reach out to us again the next time they will be doing a grant. Administrative Clerk Christy Belshiem mentioned the check was voided at the last Regular Board Meeting.

AGENDA REQUEST – None

PUBLIC COMMENT – None

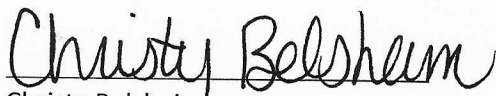
CORRESPONDENCE – None

REMINDERS

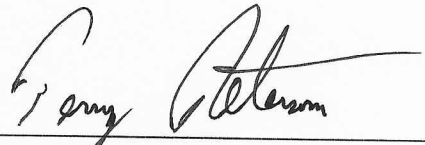
- A. Planning Commission Monday May 15th, 2023, at 7:00 pm
- B. Fire District Meeting Wednesday May 17th, 2023 at 7:00 pm at Pine Town
- C. Sewer Committee Meeting Wednesday June 7th, 2023, at 7:00 pm
- D. Regular Board Meeting Thursday June 8th, 2023, at 7:00 pm

ADJOURN

Dave Deutschlander **motioned** Terry Peterson seconded to adjourn the May 11th, 2023 Regular Board Meeting. All in favor motion carried. Meeting adjourned at 9:07 pm



Christy Belshiem
Administrative Clerk



Terry Peterson
Chairman