

**POKEGAMA TOWNSHIP**  
**APPROVED REGULAR MEETING MINUTES**  
**JULY 14<sup>TH</sup>, 2022 AT 7:00 P.M.**

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

AGENDA

Administrative Clerk Christy Belsheim suggested to add the shop addition bids to the agenda. Dave Deutschlander **motioned** Terry Peterson seconded to approve the agenda with the one addition. All in favor motioned carried.

APPROVE MINUTES

Terry Peterson **motioned** Dean Swenson seconded to approve the minutes from the June 9<sup>th</sup>, 2022 Regular Board Meeting. All in favor motioned carried.

PAYROLL

Dave Deutschlander **motioned** Terry Peterson seconded to approve payroll claims check # 13546 through check # 13553 and check #13557 through check# 13569 for a total of \$12,460.25. All in favor motioned carried.

SEWER

Jason Zastera **motioned** Dean Swenson seconded to approve check # 3416 through check #3420 and check #3422 through check #3424 and voided check #3425 for a total of \$9,758.41. All in favor motion carried. Jason Zastera **motioned** and Dean Swenson seconded to approve check # 3421 for \$11,114.70 Dave Deutschlander, Jason Zastera, Dean Swenson yes. Terry Peterson abstains due to conflict of interest. Motioned carried.

TOWNSHIP

Terry Peterson **motioned** Dean Swenson seconded to approve check #13554 through check #13558 and check #13590 through Check #13591 and check #13593 and EFT \$175.74 for a total of \$73,393.14. All in favor motion carried. Approve Check #13589 for \$147,302.09 Dave Deutschlander, Dean Swenson, Terry Peterson yes, Jason Zastera abstains due to conflict of interest. Approve Check #13592 for \$3,485.00, Dean Swenson, Dave Deutschlander, Jason Zastera yes, Terry Peterson abstains due to conflict of interest. Motion carried

TREASURER

Treasurer Darla Hall gave the treasurer report she read off the ending balances on the cash control sheet with ending balance in all accounts \$445,488.84. She stated that we have received the second half of the ARPA money and the levy check from the county. They will be on next cash control statement. Terry Peterson **motioned** Dave Deutschlander seconded to approve the treasurer reports as given. All in favor motion carried.

#### BUILDING DEPARTMENT

Chairman Dave Deutschlander stated we received a second bid for the shop addition from Jeff Kotek. The chairman suggested to table it for now and for the supervisors to look over the bids and they will discuss more details later on.

#### CLERK

- A. Terry Peterson **motioned** Dean Sweson seconded to approve the election judges for August 9<sup>th</sup>, 2022 Primary Election Cordia Swenson, Bette Holdorf, Elaine Garaghty, Pat Waggoner, Laura Kryzer, Tori Sigurdson, Germaine Hoschka, Pauline Royce, Marge Olson, Gene Olson, Anita Sparks, Darla Hall, Tina Broussard, Christy Belsheim, Tom Howard. All in favor motion carried.
- B. Administrative Clerk Christy Belsheim mentioned that mileage has been raised to .62.
- C. Minnesota Association of Township Insurance Trust sent a letter stating they will no longer be partnered with Meadowbrook, they hired staff internally to take care of our insurance needs.
- D. Administrative Clerk Christy Belsheim stated she will be on vacation from July 26<sup>th</sup>-August 4<sup>th</sup>. She will check phone messages and emails while gone.

#### ZONING DEPARTMENT

- A. Zoning Administrator Gordy Johnson explained the Public Nuisance Ordinance. He suggested the Supervisors review it and make suggestions to add or remove items. There was a discussion on spending money to clean up the properties and what will happen if the property owners not keep them clean, and it would be hard to enforce. We will review the Public Nuisance Ordinance at next month's meeting.
- B. Dave Deutschlander **motioned** Jason Zastera seconded to approve the Vacation Home Rental for Tom and Loreal Lindstrom conditional use permit. All in favor motion carried.

#### ROADS

- A. Sod Road Ditching- Supervisor Jason Zastera suggested he will work on a proposal to advertise for bids.
- B. Gravel Bid Fuel Surcharge- There was a discussion on \$2.50 fuel charge for the gravel hauling, the Supervisors feel like it is a little too high. Chairman Dave Deutschlander **motioned** Terry Peterson seconded to send a letter stating they feel \$2.50 is high

however we are willing to work with them knowing fuel prices are on the rise. All in favor motion carried.

- C. Culverts- Need to order 10 driveway culverts
- D. Brush Cutting- Supervisor Jason Zastera was in contact with Brad Rootkie and they will be looking at the roads to see where brush cutting needs to be done.

### FIRE

Fire Contract/District tabled until next month.

### SEWER

- A. General Sewer Report – Everything is going well.
- B. Pokegama Manufactured Home Park Sewer Bill- Zoning Administrator Gordy Johnson explained the owners will not pay their \$19,233 bill. There was an agreement made to pay what they paid for their previous months bill which was \$9,500, and the Township Supervisors would discuss and make a decision on how to charge for the extra gallons that was caused by high water from the lake. Zoning Administrator Gordy Johnson explained a few different options. Dave Duetschlander **motioned** Dean Swenson seconded to accept the option for the extra gallons. We will charge the rate charged by Pine City for usage which is \$1.91 (per 1000 gallons). With this option we would write a letter stating that this is a one-time deal and any further increase in gallons going forward, will be charged at the normal rate of \$16.34 per 1000-gallon rate. We have to ensure both parties sign off on this. All in favor motion carried. Zoning Administrator also mentioned we should look into the \$16.34 per 1000 gallons rate to see if we need to update this fee.
- C. Treasurer Darla Hall added that 11065 Lakeview Heights 28.5236.000 is owned by Carrie and Ronald Harris. Balance on account as of 3/31/2022 was \$455. It was bought in March 2021 and the township was not notified of the sale when they purchased the property and there was no home on it. There was never a disconnect permit applied for. Treasurer Hall asked for permission to write off the balance from this account and disconnect until there is a home on the property.  
Next, 18827 Bay Lane N. 28.5232.000 was owned by Jacob Kruse the balance on account as of 3/31/2022 was \$210. In the fall of 2021 user fees were certified to property taxes and a letter was sent indicating a disconnect permit needed to be obtained as home was removed otherwise user fees would still apply. Property was sold on 3/4/2022 to Joshua & Paige Dahl. There is no home on the property as of today. Treasurer Hall asked for permission to write off the balance from this account.  
Dave Deutschlander **motioned** Dean Swenson seconded to write off the balance of \$455 for 11065 lakeview Heights, PID #28.5236.000 and balance of \$210 for 18827 Bay Lane N., PID # 28.5232.000. All in favor motion carried.
- D. Treasurer Hall mentioned the new sewer line on Birchview one of the property owners has not signed the paperwork at the county. They cannot pay us the sewer access charge

until the paperwork is signed. She suggested to send a letter to the home owner stating that if we do not receive payment of \$4,100, we will certify the full sewer access charge of \$8,400. After much discussion a decision was made to send a letter to homeowner indicating if \$4,100 is not paid \$4,100 would be certified to taxes.

NEW BUSINESS

Dave Deutschlander **motioned** Dean Swenson seconded to approve Resolution 2022-8 Interested Officer under Minn, §471.88, subd. 5 Dave Deutschlander, Dean Swenson, Jason Zastera yes, Terry Peterson abstains due to conflict of interest. Motion carried.

OLD BUSINESS – None

PUBLIC COMMENT – None

CORRESPONDENCE – None

REMINDERS

- A. Next Planning Commission July 18<sup>th</sup>, 2022 at 7:00 pm
- B. Next Regular Board Meeting August 11<sup>th</sup>, 2022 at 7:00 pm
- C. Primary Election August 9<sup>th</sup>, 2022 at 7:00 am – 8:00 pm

JUNK MAIL

Dave Deutschlander **motioned** Terry Peterson seconded to destroy the junk mail. All in favor motion carried

ADJOURN

Dave Deutschlander **motioned** Terry Peterson seconded to adjourn the July 14<sup>th</sup>, 2022 Regular Board Meeting. All in favor motion carried, Meeting adjourned at 8:30 pm

  
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Christy Belsheim  
Administrative Clerk

  
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Dave Deutschlander  
Chairman