

**POKEGAMA TOWNSHIP
APPROVED REGULAR BOARD MINUTES
FEBRUARY 10TH, 2022**

Chairman Dave Deutschlander called the meeting to order at 7:03 pm and the Pledge Allegiance was said. Supervisors who were present were Terry Peterson, Wayne Whited, Jason Zastera. Also, who were present was Administrator Clerk Christy Belsheim, Treasurer Darla Hall, and Zoning Administrator Gordy Johnson. Not present Supervisor Dean Swenson.

AGENDA

Dave Deutschlander requested to make an addition to the agenda under New Business, Pine City Pioneer Newspaper letter. Treasurer Darla Hall requested to make an addition under the Treasurer's report, ARPA Funds. Chairman Dave Deutschlander **motioned** and Terry Peterson seconded to approve the agenda with two additions. All in favor motioned carried.

APPROVE MINUTES

Jazon Zastera **motioned** and Terry Peterson seconded to approve the Regular Board Meeting Minutes from January 13th, 2022 as written. Terry Peterson yes, Jason Zastera yes, Wayne Whited yes, Dave Deutschlander abstained. Motion Carried

PAYROLL CLAIMS

Jason Zastera **motioned** and Wayne Whited seconded to approve payroll claims check # 13344 through check # 13347 and check # 13351 through check # 13358 for a total of \$8,652.50. All in favor motioned carried.

PAYROLL CLAIMS

Terry Peterson **motioned** and Dave Deutschlander seconded to approve check # 3376 through check #3382 for a total of \$13,512.68. All in favor motioned carried.

TOWNSHIP CLAIMS

Wayne Whited **motioned** and Jason Zastera seconded to approve check #13348 through check # 13350 & check #13359 through check # 13377 & EFT \$175.74 for a total of \$24,010.82. All in favor motioned carried.

TREASURERS REPORT

Treasurer Darla Hall read off the balance in each fund. General Fund \$84,753.00, Road & Bridge \$150,612.50, COVID \$48,113.53, Equipment Fund \$27,193.85, Zoning Fund \$36,346.87, Fire Fund \$248,971.32, Shop Building Fund \$39,639.36 for a total of \$635,630.43.

Treasurer Darla Hall presented to the board Pokegama Township Sewer has 74,000 ft of sewer line. Cross Lake Sewer District has 21,000 ft of sewer line in Pokegama Township. For a total of 95,000 ft. of sewer line in Pokegama Township. Pokegama Township Sewer has 77.50% of sewer line, Cross Lake Sewer District has 22.50% of sewer line in Pokegama Township. We have received \$145,017.53 of ARPA funds as of 2/10/2022. If we divide the total amount of ARPA funds received Pokegama Township Sewer portion is

\$112,388.58. Cross Lake Sewer District is \$32,628.94. We are able to give Cross Lake Sewer District ARPA funds as long as there is an agreement signed between Pokegama Township and Cross Lake Sewer District. Jason Zastera **motioned** and Wayne Whited seconded to give Cross Lake Sewer District \$32,600. Providing they give us a budget and an itemized plan on what the money will be used for by April 1st, 2022. All in favor motioned carried. Administrator Clerk Christy Belsheim will send Cross Lake Sewer District a letter. An Agreement will be drawn up after Cross lake responds to the letter.

Check # 13050 written out to Pine County Summer Recreation on 6/10/2021 was found and brought in. It was mailed to the wrong address. Dave Deutschlander **motioned** and Wayne Whited seconded to reissue a new check for \$1,000 to Pine County Summer Recreation. All in favor motioned carried. Dave Deutschlander **motioned** Terry Peterson seconded to accept the treasurers report as given. All in favor motioned carried.

BUILDING DEPARTMENT

Chairman Dave Deutschlander is having someone come out and look at the shop to see if we can do the addition.

CLERK

Administrator Clerk Christy Belsheim mentioned the new copier is working great. She asked what should be done with the old copier. We do have toner and extra parts for it. The Board suggested to see if we can donate it somewhere. The Clerk will see what she can do to donate it. Administrator Clerk added that she received an email from Loffler Company where the in new copier/printer was purchased. They have a Toner with Service Agreement. If we purchase the toner from Loffler, we will get free service. There is no cost to us. Dave Deutschlander **motioned** and Terry Peterson seconded to enroll in the Toner with Service Agreement. All in favor motioned carried.

ZONING DEPARTMENT

Zoning Administrator Gordy Johnson asked for approval for a check in the amount of \$92.00 to record Zoning Ordinance 2022-1 at Pine County. The ordinance was approved at the last Regular Board Meeting. Zoning Administrator added he needs approval to summarize the ordinance when publishing in the newspaper. Dave Deutschlander **motioned** and Terry Peterson seconded to approve a check for the amount \$92.00 to record Ordinance 2022-1 at Pine County, and to publish a summarized version of the ordinance in the newspaper. All in favor motion carried.

ROADS

At the last Regular Board Meeting Supervisor Terry Peterson made a motion to have a seal bid advertised in the Pine City Pioneer to sell the old air compressor and the lawn mower. After some discussion the Supervisors decided it would be better to wait on the lawnmower and to sell the old air compressor on Marketplace. Terry Peterson **motioned** and Dave Deutschlander seconded. to rescind the motion to sell the old air compressor and lawn mower on sealed bid. And to sell the old air compressor on Marketplace and wait on the lawnmower. All in favor motioned carried. Supervisor Jason Zastera will put the old air compressor on Marketplace.

The Township will be advertising their yearly gravel quote for 6,000 to 7,500 yards of modified class 5. The Clerk will get the notice in the Pine City Pioneer so that bids can be accepted at the April Regular Meeting. Dave Deutschlander **motioned** Terry Peterson seconded to advertise for quotes for this year's gravel. All in favor motion carried. Supervisor Jason Zastera mentioned we should get in contact with EnviroTech to check on pricing and to get on their schedule for dust coating. The Administrator Clerk will call EnviroTech.

FIRE/ANNEXATION

Brief discussion on the fire contract. The City of Pine City as not gotten back to us from the last Board meeting. The clerk was in contact with the City Administrator and the Fire Chief via email. She was told they were still working on it. Also mentioned when was the last time a payment was made and we should consider making some type of payment.

SEWER

General sewer report was given by Terry Peterson everything is going good with the sewer. LJJ Wastewater contract needs to be renewed. Dave Deutschlander **motioned** Wayne Whited seconded to approve LJJ Wastewater Contract for a 2-year term as printed. Dave Deutschlander yes, Wayne Whited yes, Jason Zastera yes, Terry Peterson abstained. Motion Carried

Treasurer Darla Hall presented to the board copies of emails from the Floppie Crappie owner Sherri Hanson regarding her sewer bills. In her emails it states she feels there is an error in her sewer billing and what has been certified to Pine County. Treasurer Darla Hall explained the amount for user fees in 2017/2018 were to be certified to Pine County for collection in 2019. Previous Clerk sent a letter to Pine County asking for several properties to be removed from list with Floppie Crappie being one of them. This usually happens when someone calls in saying they will be in to clear up the balance before year end, however, this payment was never received and there is no record of payment. It was added back on to the certified list for collection in 2021. Treasurer Darla Hall has explained to Sherri to provide us proof of payment for the user fees in 2017/2018 because we have no record of payment. Next, in Sherri Hanson's emails she wants us to remove her sewer fees from the apartment/living quarters above the Floppie Crappie. We stopped billing for the apartment/living quarters above the Floppie Crappie back as of September 30, 2020. This was discussed at the January 2021 meeting of the town board and the board suggested at that time to stop billing and discuss with the Sewer Committee. Nothing was mentioned about removing the previous incurred amount. The amount of \$525 was for sewer user fees prior to that and that amount has been certified. Treasurer Hall mentioned that anyone else on the sewer line that has a bunkhouse is being charge for two sewer lines. There are people that have cabins on the lake that only come up a few times a year and still have to pay full price. After, discussion on having separate living quarters above the Floppie Crappie, and the amounts that have been certified to the county. Jason Zastera **motioned** and Terry Peterson seconded to start billing for the apartment/living quarters above the Floppie Crappie Bar effective March 1, 2022, and The Floppie Crappie needs to pay the certified balances for the apartment as well as the restaurant/bar that Pine County shows she owes. All in favor motioned carried.

NEW BUSINESS

Administrator Clerk Christy Belsheim mentioned she received a letter from Pine County stated that the Election Equipment is out dated and the county will be replacing them. There will be a demonstration on two pieces of equipment on February 22nd for the clerks to attend. The clerk will be attending.

We received the 2023-2025 assessment agreement from the County Assessor's office that needs approval. Dave Deutschlander **motioned** Terry Peterson seconded to approve the Assessment Agreement for 2023-2025. All in favor motioned carried.

Dave Deutschlander stated the letter in the Pine City Pioneer regarding annexation was well written and Zoning Administrator Gordy Johnson actually wrote the letter. Dave stated his name was on it and it should have been from Pokegama Town Board.

OLD BUSINESS- None

AGENDA REQUEST None

PUBLIC COMMENT- None

CORRESPONDENCE -None

REMINDERS

Next Planning Commission will be canceled due to President's Day
Annual Township Election March 8th, 2022 10:00 a.m.-8:00p.m.
Pokegama Township annual Meeting March 8th, 2022 at 8:15 p.m.
Next Regular Board Meeting March 10th, 2022 at 7:00 p.m.
Board of Appeal and Equalization April 19th, 2022 at 9:00 a.m.

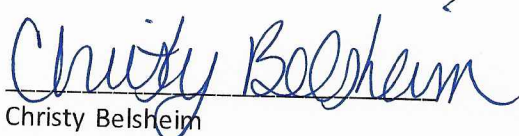
JUNK MAIL

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

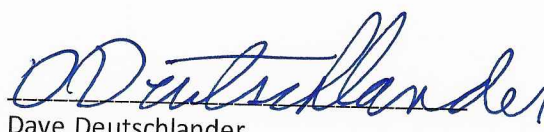
ADJOURN

Dave Deutschlander **motioned** Terry Peterson seconded to adjourn the February 10th, 2022 Regular Board Meeting. All in favor motioned carried. Meeting adjourned at 8:30 p.m.

Submitted by:



Christy Belsheim
Administrative Clerk



Dave Deutschlander
Chairman