

Watab Town Board Meeting Minutes

July 2, 2013

The regular monthly meeting of the Watab Town Board was called to order at 7:00 p.m. by Chair Ed Kacures Jr. All board members were present: Supervisors Kacures, Craig Gondeck, and Lloyd Erdmann; Treasurer Eileen Saldana; and Clerk Pat Spence. Audience members were Kevin Reiter, Sandra Saldana, Bob Raveling, and Tom and Scott Green.

Following the Pledge to the Flag, the chair announced the receipt of the \$15,000 grant from Benton Telecommunications Foundation for an Outdoor Warning Siren; the check was presented by President Cheryl Scapanski prior to the meeting. Supervisor Gondeck made announcements of sympathy to Karen Hansen's family following her death; the family of Bruce and Debbie Summers on the death of their daughter; and sympathy to the families and friends of the 20 firemen in Arizona who passed away fighting the wild fires. Approval of the agenda was given with the addition of consideration of reconstruction of the township website through a motion by Supervisor Gondeck and second by Supervisor Kacures; motion passed. Approval of the minutes for June 4 and 24th was given through a motion by Supervisor Gondeck and second by Supervisor Erdmann; motion passed. Eileen Saldana gave the Treasurer's Report with a cash balance in Bremer and Falcon Banks totaling \$176,357.27; this includes today's receipts and excludes this month's disbursements. Motion was made by Supervisor Erdmann, seconded by Supervisor Gondeck and passed to accept her report. The reconciled cash balance as of June 5, 2013 was \$223,763.94. Claims numbered 5187 through 5206 were presented for payment totaling \$18,851.40. A motion was made by Supervisor Gondeck , seconded by Supervisor Erdmann to approve payment of the claims and to withdraw the funds from the appropriate accounts; motion passed.

A presentation was made by Tom and Scott Green on the Outdoor Warning System from Front Line Plus Fire and Rescue Inc. Last fall they met with Supervisor Gondeck on locating a siren in the township. It is a Whelen Omni-directional siren that provides outdoor mass notification through ten speaker cells. It is not susceptible to lightning. They are located all over MN, and snow build up has not been an issue for operation or maintenance. The siren is solar powered, and batteries have a life of five to seven years. The mounting pole is a Class 2 55-foot wooden pole. The siren itself is 12 feet high and is mounted at the top of the pole. It is capable of six different warning sounds or a voice message. There is an option to add a command center at the town hall in addition to it being activated by the Benton County Sheriff's Office. Tom and Scott also included the updated quote, which totals \$29,940.00. Once the order is placed, the system is built and it takes six to eight weeks for delivery. The best location for this siren is on the road right of way near Ray Thompson's home, because it is centrally located in a higher population area and at a higher elevation; the siren could be heard on the lake and Oak Hill Golf Course. In response to a question by Bob Raveling, Scott said that the siren is built in the United States. The East Central Energy board meets on July 22nd to consider our grant request to their foundation for \$10,000 towards the purchase of the siren. If needed, the board will hold a special meeting following their decision to proceed with the project as soon as possible in August or September.

Old Business included:

1. Supervisor Erdmann reported on the railroad crossing projects. He said that the Lakewood Shore Road project starts in two weeks, since Tri-City Paving had to move on to other jobs while

- waiting for the power pole relocation and railroad issues to be resolved. Omann Brothers are negotiating with the railroad on the liability insurance for the County Road 79 project.
2. Traffic Count on Highway 10: Supervisor Gondeck contacted Claudia Dumont at MNDOT and she gave him most up-to-date traffic counts; there are no counters on the road so far this summer, but they will be adding them later. Supervisor Kacures asked the Clerk to contact Representative Newberger to ask him for a progress report on his work on our access issues for Highway 10 and to remind him to ask for bonding money in the transportation bill next year to help resolve the need for interchanges and frontage roads and acceleration lanes in the township on Highway 10. Supervisor Gondeck thanked Claudia Dumont for her quick response time and the good communication from her office.
 3. Dry Hydrant System: Clerk Spence and Supervisor Gondeck worked on the applications for the DNR permits to locate the dry hydrant system. Supervisor Gondeck has requested and received letters of support from both Fire Chiefs, Tony Hommerding and Scott Janski. The proposed sites include: County Road 55 boat landing in Sauk Rapids Township, St. Regis Park, West Lake Road near Mark Beckman's home, Rumor's, Public Landing on County Road 55 south of the Pirates Cove location, and Gordon Bridge, These permits will go to the DNR for approval; there will be a \$100 permit fee for each location that is approved. Supervisor Gondeck said that Sauk Rapids Township would commit \$500 for the boat landing location in their township. A major DNR concern is that affected water from Little Rock Lake cannot transfer zebra mussels to another water source, so the fire chiefs indicated in their letters how the trucks will be cleaned following usage. A motion was made by Supervisor Gondeck, seconded by Supervisor Kacures, and passed for Supervisor Gondeck to submit the applications.
 4. West Lake Court Cul de Sac Design: Supervisor Erdmann has taken measurements and he has started working on a plan for a new cul de sac. He has further work to do before next month's meeting. Supervisor Kacures brought up the concern of not working there during the school season because of the buses. Clerk Spence is to call a special meeting of the board if the cost estimate from Supervisor Erdmann is within the township budget for work yet this summer. Bob Raveling said that his brother has said that school buses are not supposed to go into cul de sacs; Clerk Spence will check on this with the bus company.
 5. Shangri La Loop Safety Issue: Supervisors Erdmann and Gondeck will take care of this issue this month.
 6. Minimum Maintenance Road Repairs: work isn't completed at this time. Kevin Reiter asked if the work was necessary. The board responded that it is a low-cost project to make the road usable, especially for mail delivery.
 7. Mop Sink: Petron Plumbing gave a quote of \$360. Clerk Spence asked to have it installed as low as possible; the board agreed and Supervisor Gondeck will order the installation.
 8. Membership in APO: Supervisor Kacures briefly reviewed Commissioner Joe Wollak's comments at the special meeting; Supervisor Gondeck moved to have the issue tabled.
 9. Work by STS Crew on Tree Cutting: Supervisor Gondeck reported that they have been here for two days working on Deerwood Lane. Also, the permit was approved for tree removal at Pines Stop; the STS crew will do the work and Pine Stop will pay for the work. Supervisor Gondeck added that the STS Crew will be able to do all the work needed that was identified during the road tour on tree trimming, which will be a cost saving for the township.

10. Report by Supervisor Gondek on Storm Damage and Clean Up of Trees: There were fourteen trees on township roads following the storm and power outage. Supervisor Gondeck and Mike Sobania did most of the clean up. There is still an issue on West Lake Road to determine if the tree is on the town road right of way or private property; the homeowner says it is on land owned by the paper mill; Supervisor Gondeck will investigate.

New Business included:

1. Six Month Budget Review: The board reviewed the past six months of income and expenses for the town's accounts. A motion was made by Supervisor Gondeck, and seconded by Supervisor Kacures to transfer tax receipts for the Building Fund to the new Debt Service Fund for the Town Hall; motion passed. The first half of the year tax payment will be received in July.
2. Follow Up from MAT Short Course: the Treasurer, Clerk, and Supervisor Gondeck reviewed some of the highlights from the Summer MAT Course at the Holiday Inn. Clerk Spence was asked to inquire at the County Recorder's Office about what is recorded there for Watab Township. While discussing the need for an inventory of signs for the town records, Sandra Saldana recommended that the board consider adding a "go slow" sign on the west side of the railroad tracks on Saldana Road. People drive over the hill very fast and may hit cars coming onto the road from 10th Avenue or private driveways. The board will review this.
3. CTAS, the Small City and Town Accounting Software, needs to be rewritten on a more modern platform so that it continues to operate on today's computer operating systems. The legislature has approved its renewal if the Office of the State Auditor collects \$300 from enough towns and cities to cover the cost; if not enough money is collected, it will be refunded. December 15, 2013 is the deadline for submitting \$300 from Watab. Clerk Spence indicated that we want to be able to continue using CTAS. A claim will be presented with the August bills.
4. Clerk Spence reported that the Plat Process document needs updating since MS4 was not required when the current document was created. She was asked to update it and bring it to the August meeting for review by the board.
5. Web Site reconstruction: Supervisor Kacures stated that he would like to have Clerk Spence continue with the reconstruction of the township website; for example, it could include the possibility to download all the township forms, including driveway permits, resolutions, ordinances, and links to helpful information. Motion was made by Supervisor Gondeck, seconded by Supervisor Erdmann, and passed with approval for her to proceed with this work. It was also noted that the township now has a presence on Facebook: Watab Township.
6. The board also approved Supervisor Kacures' suggestion to have the Clerk draft a letter to the board chairs of Langola and Graham Township to see if they are interested in negotiating as a group for the next Rice Fire Contract. The current contract expires in December 2013.
7. Communications: Clerk Spence reviewed all communications received during the past month.
8. Supervisor Reports: Supervisor Gondeck said that there will be a Public Hearing of Benton County Ordinance #454 to amend the Development Code. It would be helpful to the county to receive township support for the change to allow residents who purchase adjoining land to their property to ask for a boundary change rather than the current requirement for a new survey. A motion was made by Supervisor Gondeck and seconded by Supervisor Erdmann to have the Clerk send a letter of support to Joe Janish in favor of the amendment. July 11th is the date of the public hearing. Supervisor Gondeck reported that as he has been doing the sign inventory, he found that the township is missing the Welcome to Watab signs on four locations

where Benton County did road projects; he is looking into it and taking photos of all the signs for the township files. He also got an email today from the DNR requesting no ditch mowing due to late hatching. The township will mow only the road edges in July. Supervisor Gondeck requested that September 14th be scheduled for Watab Clean Up Day, and the board agreed. This date should be listed on the website. He asked if the township would be interested in having a picnic table for the town hall. SCORE funds are available, and the board instructed him to apply for the funds. Also, Ron Schlichting encouraged the township to approach the Sauk Rapids Sportsmen's Club for a donation for the dry hydrant system; Supervisor Kacures suggested that they also be approached for a donation for the outdoor warning system. The Greater MN Development Corporation had a meeting, which Supervisor Gondeck attended. They discussed the difficulty for local businesses to get good employees. Patti Gartland is the new director due to the relocation of John Kraemer. Supervisor Kacures asked if John Olson's issue has been acted on; the Clerk will check on this. Lake Andrew has received the new sign, but it is not installed. Supervisor Gondeck said that since the construction of two new homes there this month, the roads are starting to break up. A building permit moratorium will be reactivated on July 10th if the sign is not installed. Supervisor Kacures said that Frost Road and Lakewood Shores has high grass and weeds at the intersections; he asked Supervisor Gondeck to have the STS crew take care of this.

9. Citizen Input: none
10. July work plan: STS Crew, RR crossings, cul de sac design for West Lake Court, Shangri La Loop, sign installation; remove rust from outside of building & flag pole, sprinkler system repair; potential special meeting on warning siren; flashing light maintenance ; and installation of a mop sink.
11. A motion was made by Supervisor Gondeck, seconded by Supervisor Kacures, and passed to adjourn the meeting at 9:58pm.

Respectfully submitted by Clerk Pat Spence