

WATAB TOWN BOARD MEETING
Regular Meeting Minutes
Tuesday, June 13, 2023 – 7:00 pm

The regular monthly Watab Township Board Meeting was called to order by Chairperson Johnson at 7:00 pm in the Watab Township Hall.

ROLL CALL

Board members present: Julie Johnson, Steve Wollak, Jesse Arndt, Kathy Sauer, Clerk, Mary Shearer, Treasurer

Others Present: Jerry Kostreba, Adam Goebel, Julie Fandel, Sandra Saldana, Daniel Raveling, Bob Raveling, Jim Negen, Robin Wollak

1. ADDITIONS OR CHANGES TO THE AGENDA

- a. Road Patching on 80th Street
- b. 5th Avenue NE

2. APPROVE THE AGENDA

Supervisor Wollak made a motion to approve the agenda; Supervisor Arndt seconded; motion carried.

3. CONSENT AGENDA—One motion for all items

- a. May 2, 2023: Regular Board Meeting
- b. May 11, 2023: Special Meeting: Road Patching

- Supervisor Johnson noted that language in #8 of the May 2 Regular Board Meeting be clarified to accurately describe the Board’s decision.
- Supervisor Wollak noted that the minutes for the May 11 Special Meeting be amended to add that Bertram Asphalt was contacted for a quote but was not able to respond in time for the meeting.

Supervisor Arndt moved to approve the consent agenda; Supervisor Wollak seconded; motion carried.

4. TREASURER’S REPORT

FALCON CHECKING STATEMENT

May 31, 2023:

Ending Balance	\$104,102.20
Intrafi Interest	684.91
Outstanding Deposits	<u>+00.00</u>
	\$104,787.11

Outstanding Checks	
8487	<u>84.10</u>
BALANCE	\$104,703.01

CTAS Schedule 1 Balance	\$701,703.01
Transfer to Intrafi	<u>597,000.00</u>
BALANCE	\$104,703.01

Difference	00.00
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As of May 31, 2023, the bank balance and the Township records are in balance.

Notes:

- Checking Account Interest: \$72.01
- Road & Bridge Savings Interest: \$72.00
- Town Hall Building Savings Interest: \$4.46
- Intrafi Interest: \$684.91
- BCA Fine Share: \$375.75

AUDIT REPORT

Supervisor Arndt made a motion to approve \$195.00 per hour to a maximum of 6 hours for the auditors to correct Township budget data to the CTAS software. Supervisor Wollak seconded; motion carried.

Supervisor Arndt made a motion to approve the Treasurer’s Report for May; Supervisor Wollak seconded; motion carried.

5. APPROVE LIST OF CLAIMS AND PAYROLL

Receipts for the month of May:	\$16,099.01
Disbursements for the month of May:	\$65,879.62

EFT Payments:

Internal Revenue Service	\$907.44
MN Dept of Revenue	\$42.26
Public Employee Retirement	\$573.39

Supervisor Arndt made a motion to approve the List of Claims and Payroll; Supervisor Wollak seconded; motion carried.

7. WSB ENGINEER REPORT—Kevin Kruger

- a. Construction 2023 Update
Notification of Bids will be published in this Saturday’s publication of the Sauk Rapids Herald. Bids will be opened at the Regular Board Meeting on July 11 and awarded that night.
- b. Approval of Plans and Specifications of 2023 Road Projects
Supervisor Wollak made a motion to approve plans and specifications; Supervisor Arndt seconded; motion carried.
- c. Approval of Advertising, Bid Date, and Awarding Projects
- d. Shoestring Loop Update
Right-of-Way is needed on the north side of the road before beginning the project.
- e. West Lake Road and West Lake Court Grant Update
Grant was not awarded. The Board decided to reapply for the grant again this fall.
 - 80th Street Patches. Supervisor Johnson will get a price for a third patch.
 - 5th Ave NE—Middle section was granite chipped. Supervisor Wollak has requested a price from Bertram Asphalt.

9. DEPARTMENT OF DEVELOPMENT REQUESTS

- Kawlewski Variance
Requesting to install a pool in their back yard which would constitute a 50% coverage of the impervious surface of their lot.
Supervisor Arndt made a motion to recommend approval of the variance request; Supervisor Wollak seconded; motion carried.

.10. BEACON

Has been updated as of 2023.

11. CLEAN-UP DAY UPDATE

Supervisor Johnson reported that we have not yet heard back from the County regarding the Score Grant. Supervisor Arndt has requested quotes from several local waste container companies; waiting to hear back.

12. CYBER SECURITY

Updated security methods by using secure links with all financial institutions.

13. STORAGE CONTAINERS

More storage units are being used throughout the Township. Residents who have storage containers on their property must comply with set-backs according to County Ordinance.

Supervisor Arndt will make Benton County aware of a resident who is not in compliance.

14. PINES EDGE LIQUOR LICENSE

Supervisor Wollak made a motion to approve the renewal of the liquor license for Pines Edge; Supervisor Arndt seconded; motion carried.

15. PILGRIM'S PRIDE

Asking for a permit to haul agricultural products over 80,000 up to 97,000 pounds gross weight on .2 miles of Lark Road NW and 160 ft. of Frost Road NW.

Supervisor Wollak made a motion to approve the permit; Supervisor Arndt seconded; motion carried.

16. TOWN HALL RENTAL INSURANCE REQUIREMENTS

Clerk Sauer asked the Board to determine minimum requirements of insurance required of parties who rent the building. She has contacted the MAT attorney as well as the Township attorney, Mike Couri for legal advice.

Julie Fandel, City of Rice Clerk, offered the policy of the City of Rice of insurance requirements for renters. The Board decided to pattern the insurance policy for the Township after the City of Rice policy. Renters serving alcohol will be required to provide a Certificate of Liability Insurance for the day of rental in the amount of \$1 million naming Watab Township as Certificate Holder.

17. TOWN HALL ROOF REPAIR

An insurance adjuster inspected the roof of the Town Hall and determined that it has been damaged by hail over the past several years. Clerk Sauer contacted the Township Insurance carrier, MATIT. They will cover the expense up to \$21,574.37. Four quotes were obtained:

- Tony's Lifetime Exteriors \$26,700
- Zack Novak Construction \$23,025
- Schyma Exteriors \$19,750
- Nathan Pilarski \$22,800

Supervisor Wollak made a motion to approve the quote in the amount of \$19,750 from Schyma Exteriors to re-roof the Town Hall; Supervisor Arndt seconded; motion carried.

18. RESIDENT LETTER UPDATE

Supervisors will check unresolved violations observed during the annual road tour and report to the County.

19. STATE DEMOGRAPHER’S REPORT

The report indicated that the population of the Township decreased by 9.2% in 2022. Since state aid is based on population, this will affect the amount of aid received by the state.

Clerk Sauer contacted Eric Guthrie at the State Demographer Center and was informed by letter that the information was extracted from Department of Revenue data and stated that the reason for the significant decline in the report was due to a change in seasonal residents and Covid.

It is believed that the population data is inaccurate, but the timeline allowed for a challenge (3 weeks) is prohibitive. Clerk Sauer checked several surrounding cities and Townships; they reported no significant change in their population numbers.

Clerk Sauer reported this information to the Minnesota Association of Townships for their comparison.

20. FORFEITED LAKE LOTS

The Benton County Auditor’s office has notified the Township that two lots on Little Rock Lake have been forfeited to the state and that the Township will have first right of refusal for acquisition. Both lots have multiple legal issues. Documentation will be forwarded in the near future.

21. NATIONAL NIGHT OUT

Supervisor Johnson proposed hosting an ice cream social on National Night Out on August 8 just prior to the Regular Monthly Board meeting from 5:30-6:30. The Board supported the proposal.

The Sauk Rapids Fire Department will bring in their trucks for the event.

CITIZEN’S INPUT

- Jerry Kostreba—trees are cut down and laying on the ground creating a fire hazard.
- Julie Fandel—people are parking on Sucker Creek Road; asking for “no parking” signs.

ADJOURNMENT

Supervisor Wollak made a motion to adjourn; Supervisor Arndt seconded; motion carried. Meeting adjourned at 8:05.

Respectfully submitted,

Kathy Sauer
Township Clerk

Julie Johnson, Board Chairperson

Date

Kathy Sauer, Clerk

Date