

WATAB TOWN BOARD MEETING
Regular monthly meeting
Tuesday, May 7th, 2019

A regular monthly Watab Township supervisors' meeting was called to order by Chairman Julie Johnson at 7:00 p.m. in the Watab Township Hall.

Those present offered allegiance to the flag of the United States of America.

ROLL CALL

Board supervisors present were Julie Johnson, Todd Waytashek, and Steve Wollak. Others present included Clerk Nicole Burski, Treasurer Deborah O'Keefe, Natasha Barber from the Sauk Rapids Herald, Nancy Scott, Steve Peka, Jack Polcher, Mike Burton, Lloyd Erdmann, Jerry Kostreba, Rick Kampa, Lisa Terras, John Olson, Sandra Saldana, Alan Saldana, Jessica Storkamp, David Johnson, Kate Engebritson, Drew and Jenna Slama, Buzz and Mary Crepe, Amy Thompson, Ray Thompson, David Watts, Nick Anderson. Additions or Changes to Agenda

1. Approve the Agenda
2. **Consent Agenda** – One motion for all items.
 - a. Adopt Resolution 2019-4
 - b. Adopt Resolution 2019-6
 - c. Designate Depositories for Town Funds – Falcon Bank & Bremer Bank
 - d. Designate Official Newspaper – Sauk Rapids Herald
 - i. April 1st, 2019 Special Meeting- Attorney Training
 - ii. April 1st, 2019 Special Meeting- Developers Agreement & Subdivision Ordinance
 - iii. April 2nd, 2019 Regular Board Meeting
 - iv. April 1st, 9th & 19th, 2019, Board of Adjustment & Equalization
 - v. April 9th, 2019, Special Meeting- Approval of claims
 - vi. April 19th, 2019, Special Meeting- Set Regular Monthly Meetings for the year
 - vii. April 19th, 2019, Road Tour Meeting Minutes
 - e. Approval of Settlement Agreement in the case of David Johnson vs Watab Township.

Motion was made to approve consent agenda with correction of several typing errors in meeting minutes by Supervisor Steve Wollak, second by Supervisor Julie Johnson. Supervisor Todd Waytashek voted no. Motion carried.

3. Treasurer's Report- April 1-30th, 2019 Falcon checking \$139,177.70, Bremer money market \$34,050.79 total of \$173,228.49, Falcon Prime (Road and Bridge) total of \$475,241.40. Motion made to approve the treasurer's report by Supervisor Todd Waytashek, second by Supervisor Steve Wollak. Motion carried.
4. Approve list of Bills & Claims & Payroll- Need to watch to see who will be billed for the Sauk Rapids fire that involved several properties. Supervisor Todd Waytashek made motion to approve bills and claims, Supervisor Steve Wollak second. Motion carried.
5. Citizen's Issues – Time limit 3 minutes per person. If citizen's concerns require more time, call or email supervisors so they have time to research and provide feedback to save time during meetings. (Citizens input notes are at the end of meeting minutes).
6. 2019 Road Construction 85th Street NW & Frost Road – Nick Anderson

Utility issues with 85th Street NW lines that will have to be relocated, trees that will have to come down are marked. Change order needed for the intersection of Ivy Place was not planned to be repaired but it is in very bad shape and was decided on the road tour that it needed to be fixed. The cost is around \$8000. Nick Anderson, Bogard & Pederson to prepare change order. Waiting until school is out before doing any work on 85th. Brush cutting to start the next week or 2 on Frost Road. A price is needed from Brian Erdmann and Todd Waytashek before any work to be done. Road striping: Nick Anderson does not think that we should do the 6-inch striping for walking. 4" striping will suffice. Current prices are around \$650 per mile. 95th Street NW should strip the whole road or leave as is to save money. Supervisor Todd Waytashek made a motion to enter a contract for road construction of Frost Road and 85th Street NW with Brian Erdmann and Rice Contracting, Supervisor Steve Wollak second, motion carried.

7. Pothole Repair Quotes- Hot mix was recommended, 3 quotes Midwest Asphalt - \$375 per ton for granite and oil (not enough was known about this mix). MN Blacktopping \$900 per ton and \$100 a ton for paver patching if needed, AAA Holding, \$1500 per ton would do by the bag. \$2250 was spent last year was about 2 tons. Motion was made approve MN Blacktopping's bid not to exceed \$3000 by Supervisor Steve Wollak, second by Supervisor Julie Johnson. Supervisor Todd Waytashek abstained as he bid on the job as AAA Holdings, motion carried. Supervisor Todd Waytashek said any excess cold mix from prior years should be used for Ferry Point. The township does not have cold mix leftover from years prior to 2018. Midwest Asphalt was not chosen because they do not know enough about granite oil mix and how long it will last.
8. Road Tour Report – Todd Waytashek
Not much has changed. Recommends finishing Frost road and 85th this year, 105th Street NW in 2020 and overlays starting with Sharon place, Shoestring Loop, Sandbur, and Sharon Place are high on the list depending on distance and amount of money available in 2021. 2022 - West Lake road and West Lake Court. A 10-year road plan is in place. Other issues are if we spend over \$1M it is mandated that an outside audit be done which the cost is around \$4,000 to \$10,000. Supervisor Todd Waytashek made a motion for Supervisor Julie Johnson to get a quote from MN Blacktopping for cut and patch on 115th street off highway 10 and repairs to Lakewood Shores Road by the farm fields. They are to do the work if the quote will not exceed \$3,000. If the quote exceeds that amount another quote will be needed from another contractor and will be reviewed at the next meeting. Motion was second by Supervisor Steve Wollak. Motion carried.
9. Tree Removal Quotes –Indian Road, & Lakewood Shores. Jason Zwilling Construction recommended taking out the 3 boxelders that were in the right of way around the corner near Iten Court on Lakewood Shores. Jason Zwilling \$1800 plus \$100 for boxelders, Midwest Trees \$2,500 plus \$300 for boxelders. Both recommended fall for the red oaks on Frost Road to be trimmed. Supervisor Steve Wollak made a motion for Jason Zwilling Construction to do the 3 projects, Supervisor Todd Waytashek second, motion carried.
10. Tree Trimming Frost Road, motion was made for Jason Zwilling to do Frost Road and red oaks in the fall by Supervisor Steve Wollak, second by Supervisor Todd Waytashek, motion carried.
11. Pilgrims Pride Overweight Permit Renewal, Supervisor Julie Johnson inspected road and it has held up so far. Pilgrims Pride had Chris Byrd, Benton County Engineer, review his data showing how they are running it with more axles reducing traffic by 20%. Data shows less wear and tear

to the road because of fewer trips. A motion was made by Supervisor Todd Waytashek to approve, second by Supervisor Steve Wollak, motion carried.

12. Letter to Farmers Concerning Right of Ways, Supervisor Julie Johnson went and looked at them. Two sections where farmers were tilling into the right of way, Supervisor Steve Wollak talked to Mr. Schlicting to back off on 95th and will call him to have him seed the areas that were tilled.
13. Road Signs Trimming- Supervisor Todd Waytashek had a call that some of the road signs you cannot see until after passing them because of branches. Trimming to be split between Supervisor Steve Wollak and Supervisor Todd Waytashek by East and West.
14. Watab Town Hall Rental Fees Resolution 2019-5- Very cheap compared to other places. Supervisor Julie Johnson proposed that we do not charge government entities, ISD 47, Benton County, no charge for youth groups in Watab township, Little Rock Lake association, or Watab resident homeowner associations. Suggests that we charge for nonprofit organizations residents \$75 nonresidents \$100. A copy of nonprofit status is required as part of the application requirement if renting as a nonprofit organization. A motion was made to approve the above Watab Town Hall Rental Fees Resolution 2019-5 by Supervisor Julie Johnson, second by Supervisor Todd Waytashek, motion carried.
15. Watab/Langola/Rice Cleanup Day – September 14, 2019 – Supervisor Julie Johnson
 - a. Score Grant report – Grant approved for clean up day at Pines Edge Grocery. Budget youth service group 10 hours at \$90 per day, clean up staff at \$90 per day. Promotional information was budgeted for bulk mail to be sent to the residences. Supervisor Todd Waytashek asked if we are partnered with Rice if we could ask if they have any volunteers to help. Supervisor Julie Johnson will check and will bring it up at the next meeting.
16. Town Hall Lawn Service Quotes- per mowing, AAA Holding (Supervisor Todd Waytashek) \$85, A1 Lawn Service \$65 aerating spring and fall, Land Concepts \$45, Deluxe Lawn care \$44. A motion was made by Supervisor Julie Johnson to accept Deluxe Lawn Care quote for \$44 per mowing, second by Supervisor Steve Wollak, Supervisor Todd Waytashek abstained. Motion carried.
17. Building Security- Key pad for door can unlock and lock door from computer it is compatible with Benton County Sheriff swipe card, records when someone comes and goes. Central Security was the only bid at \$2834. Motion made by Supervisor Todd Waytashek, second by Supervisor Julie Johnson, motion carried.
18. Town Website- Supervisor Julie Johnson talked to St Cloud Technical College to have student design website for free, has not been in contact with anyone yet. Hopes to have an update at the next meeting. Wants to put calendar online for townhall rentals. Supervisor Todd Waytashek has been updating the current website.
19. Town Hall Internet/Email/Phone Discussion- Benton Cable does not offer phone. Currently paying \$210.21 phone, internet, and email. Quest offered a new contract 2yr contract for \$114.18 per month saving \$1370 a year. Supervisor Julie Johnson to find out if we must change our email address. Supervisor Todd Waytashek had issues with this providers email platform, was suggested to use another email like Gmail. Supervisor Steve Wollak made motion to enter a contract with Intelliconnect, second by Supervisor Todd Waytashek, motion carried.
20. Benton County Variance Meetings- 3 variances, 1. Donald and Tammy Spitzka on Sucker Creek Road, wants to build shed before the house. Approved if the setbacks are met. Supervisor Todd

Waytashek will do the site visits and meeting on May 16th at Foley. 2. Anna McKehnen, Sharon Place –wants to build a shed, she has already got a variance for over 30% of her lot. Not enough information to approve. 3. Oscar Costellanos- wants to add an addition to the house. No drawings from Benton County to show where addition is being located.

21. Policies and Procedures Discussion and Job Descriptions-#4 chair control meeting, #2 take out hand written, #C rewrite, #D #E same thing?, #G define better, #K supervisor has conflict of interest cannot be a part of the conversation, #12 variance add assigned supervisor, #4 road construction and driveways- rewrite, #8 last page 30 days to 60 days, #RFQ-should be put together by the board, to go on June discussion.
22. Watab Board Proposed Job Descriptions- Board assigned duties, road inspector and snowplow supervision have one contact for problems. Take 6 and 7 out not doing salt.
23. Set Building Permit Fees-Need to adopt a building permit fee schedule as required by Mn State Statue 462.353 Subd 4
 - a. Set Work Session Date- To set building permit rate, 5/13/19 8am. Nancy Scott will be in attendance for any questions.
 - b. Set Ordinance Hearing Date- 2 publish dates and public hearing. 5/20/19 7pm.
24. Clerk/Treasurer Computer/Antivirus Purchase Discussion- Supervisor Steve Wollak made a motion to purchase Norton antivirus, second by Supervisor Todd Waytashek, motion carried.
25. Building Inspector Annual Report Nancy Scott, All-Spec Services, annual report- rates set through Dec 2018. Goes over everything usually at the end of the year how everything works. Nancy believes that because we do not have a department that the township does not have to set the rates. Supervisor Julie Johnson verified with the state and the attorney who said that the township does have to sets the rates. Nancy to order building permit forms though her computer \$110 for 100 forms. Buzz Cripe said that Nancy Scott did not come and sign off on his permit after 2 weeks. Nancy will check on this.
26. Dry hydrant- There is a small sliver of land owned by the township on Sharon Place. Putting this in place during the Little Rock Lake drawdown is a good time. It might lower insurance costs for local owners. Supervisor Todd Waytashek will find records and get some answers & pricing and will bring to June's regular meeting.
27. Resolution approved but not signed. 2019-2 Revised- Supervisor Todd Waytashek made motion to approve Revised 2019-2, second by Supervisor Steve Wollak, motion carried.
28. Supervisor Todd Waytashek's Resolution to up his price for \$50 for equipment and \$25 for labor for minor fixes. Needs prior approval before work to commence language to be added. Supervisor Steve Wollak and Supervisor Julie Johnson to think about it.

Reports:

1. Developer's Agreement & Subdivision Ordinance – Supervisor Johnson- Meeting 5/30 Benton county @ 9 am commissioners' room
2. County Road 55 Subcommittee – Supervisor Johnson, Julie asked to be on planning team what do with it. No charge to township
3. Rice/Benton Park Steering Committee – Supervisor Johnson, Bend in the river was rejected as a regional park. Needs to be connected by trails.
4. Benton Economic Partnership – Supervisor Waytashek, personal conflict did not attend.

5. Road Inspector Report – Supervisor Waytashek, West lake road tree down in the ditch, hole in Lakewood shores -1ft to 1ft ½ cut and repair.
6. Building Maintenance Report – Supervisor Wollak- Sewer issues had pumped, issue with water softener having someone come out and look at it.

Citizens Input – Time limit 3 minutes

David Watts, concerns from last month- speeding traffic, resurfacing. Board did not hear any barking dog. Sharon Place will be addressed on the road tour report. Supervisor Steve Wollak to work on some speed limit signs. East Central Electric has agreed to bury overhead lines. Lloyd Erdmann commented to make sure they are way off the southside right away. Supervisor Todd Waytashek to verify with East Central Electric.

Jerry Kostreba asked if the assessors just come by unannounced. Frustrated with the process of the assessors and new tax assessments.

Rick Kampa, concerns regarding Sharon Place. Wants the board to come out and look at it. States the road is off on the property lines and residents on the lake side have gained all the property. Properties have had to be moved. Supervisor Todd Waytashek to look at where the road is and gather information. John Posch bought 10 acres from Sandy Bran. Putting up fences and planting trees. A building permit is needed for a fence over 8 feet high from the county.

Jenna Slama would like to set up a meeting to go over everything. Supervisor Julie Johnson will send prior emails to Supervisor Todd Waytashek through Clerk Burski so he has the information and will get back to them. Concerned with trees being planted that she is allergic to and fences are being put up. Wants to know if a halt to this can happen until lot lines are figured out. Supervisor Julie Johnson said trees cannot be planted in the right of way but cannot stop anyone from planting trees of any kind. Supervisor Todd Waytashek to check out where the road is supposed to be. Nick Anderson suggested to call Craig Windsman, a registered land surveyor and may have some insight on what is going on over there.

John Posch owns the property he states he has not planted any trees in the right of way and has put up fencing according to the property lines markers.

Ray Thompson was upset that the township did not care about his property line.

Ray Thompson, county road 55 overlay road feels they should just leave it alone. Lloyd Erdmann agrees.

Lloyd Erdmann, board organization, policies #7e- outside of board duties \$25 an hour does not include PERA.

Mike Burton, details on 4F settlement, cannot release dollar amount but it was not paid by the township but by the insurance. Supervisor Julie Johnson to put the costs of the township together. Julie will email Mike the documents. All documents are public except for the memorialization agreement. It was requested by the board in 2018 for the settlement amount to not be disclosed and David Johnson agreed.

Work List for May

1. Supervisor Johnson
 - a. Variance Hearings- Meeting with Benton County on May 30th at 9 am
 - b. Ordinance Hearings- May 30th
 - c. County road 55 planning team, no cost to township
 - d. Oak Hill Estates HOA Meeting – Invited
 - e. Little Rock Lake Meeting – Invited
 - f. May 7th, 5:15pm Benton/Rice Park Board Steering Committee
 - g. Benton County & Watab Township Subdivision & Developers Agreement Work Session, to be scheduled.
2. Supervisor Wollak
 - a. Sewer issues, tanks pumped, blockage underneath the floor
 - b. Water softener issues, meeting contractor at the hall to look at it
3. Supervisor Waytashek
 - a. Was not able to attend BEP due to personal things come up, next meeting in June
 - b. West Lake Road tree down south of 105th in the ditch. Hole in Lakewood Shores, goes at least a foot back.

Motion was made to adjourn by Supervisor Julie Johnson, second by Supervisor Steve Wollak, motion carried.

Adjournment at 9:15pm

Respectfully submitted,

Nicole Burski
Watab Township Clerk

Respectfully accepted,

Julie Johnson
Watab Township Chairman