

**WATAB TOWN BOARD MEETING**  
**Regular Meeting Minutes**  
**Tuesday August 4, 2020 – 7:00 pm**

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

**1. CALL TO ORDER & PLEDGE OF ALLEGIANCE**

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

**ROLL CALL**

Board supervisors present: Julie Johnson, Steve Wollak, and Bill Little. Others present in the Town Hall included, Treasurer, Deborah O’Keefe, Clerk, Kathy Sauer, Jerry Kostreba, Sandra Saldana, Anna Hinkemeyer, Amanda and Todd Moen, Wesley Davis, Dothan Aleshire, DelRoy Shane, Ray Thompson, Butch Murphy, Bab Raveling, Lloyd Erdmann, Paul Wippler

**2. ADDITIONS OR CHANGES TO AGENDA**

- Resolution 2020-12
- Conflict of Interest Resolution for Election
- Snow Plowing Contract
- Road Report
- District 8 Meeting Notice
- Crack Filling/Railroad Crossing Signs

**3. APPROVE THE AGENDA**

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

**4. CONSENT AGENDA – One motion for all items**

- a. July 7, 2020, Regular Meeting Minutes
- b. July 13, 2020, Special Board Meeting Minutes

Supervisor Wollak moved to approve all minutes with amendments; Supervisor Little seconded; motion carried.

**5. TREASURER’S REPORT**

Falcon Checking	\$357,314.22
Bremer Money Market	<u>\$126,412.07</u>
	\$483,726.29
Road and Bridge Falcon Money Market	<u>\$255,389.43</u>
TOTAL	<u>\$739,095.72</u>
BCA Fines	330.32
Bremer July Interest	15.14
Falcon Money Market Interest	86.49
CARES Account	81,900.00

Unavailable Funds: \$81,900 CARES Act Grant; \$20,590 MS-4 Escrow Account.

Treasurer O’Keefe requested a resolution to move \$257.64 from the Building Fund to the Road and Bridge Fund.

Request to deactivate the Building Fund, the Interest Fund, and Open Space Acquisitions.

Supervisor Wollak moved to approve moving funds from the Building Fund to the Road and Bridge Fund; Supervisor Little seconded; motion carried.

Supervisor Little moved to approve deactivating the Building Fund, the Interest Fund, and Open Acquisition Funds; Supervisor Wollak seconded; motion carried.

Appeal to forgive the fire bill for LeRoy Murphy for fire on May 20, 2020, was denied. Resident was notified of denial.

Supervisor Little moved to approve Resolution 2020-12 moving excess funds (\$1,460.37) from the interest account to the Road and Bridge account; Supervisor Wollak seconded; motion carried.

Supervisor Wollak moved to approve the Treasurer's Report; Supervisor Little seconded; motion carried.

#### **6. APPROVE LIST OF BILLS, CLAIMS, AND PAYROLL**

Supervisor Little moved to accept bills, claims, and payroll; Supervisor Wollak seconded; motion carried.

#### VOIDED CHECKS

Check #7518            Check was issued from invoice; however, later it was discovered the payment was made by credit card and included with payment there.

Check #7520            Invoice was calculated wrong.

Check #7528            Invoice indicated the vendor to be "Bogart & Pederson;" should have been "Rice Contracting."

Check #7537            Check inadvertently issued twice.

#### **7. BNSF QUIET ZONE—105<sup>TH</sup> STREET NW/2021 PROJECT/BOGART & PEDERSON**

Wes Davis reported that he submitted a plan today regarding railroad signage and striping. BNSF will be contacting the Township. Project should be ready for construction next year.

Supervisor Wollak asked about signage; Mr. Davis suggested tubular for its easy maintenance.

Mr. Davis submitted a draft to the Board tonight; will send plans as soon as finalized. Hope to begin the bidding process January/February.

#### **8. TOWNSHIP ENGINEER DISCUSSION**

The Township is currently not under contract for a Township Engineer. Wes Davis submitted a proposal for a road assessment/rating/maintenance plan including culvert and signs. Supervisors will review.

A work session is scheduled for Monday, August 10, 2020, at 8:00 am in the Township Hall to discuss offering the position of Township Engineer up for bids. Details and bids for Clean-up Day will also be discussed.

#### **9. ROAD PATCHING**

Board members stated they are very pleased with the pothole filling done by Midwest Asphalt this year.

**10. DUMPSTER/CONEX BOX OR TOWN HALL**

Three quotes were received: West Central, Republic, and Kraemer.

Supervisor Little moved to accept the bid from West Central for a 2 yd. dumpster with a lock bar, serviced every other week for \$73.69/mo.; Supervisor Wollak seconded; motion carried.

**11. TREE TRIMMING/ROW CLEARANCE PROJECTS, FALL 2020**

Resulting from the July 13 Work Session, it was determined that tree trimming is needed on Sandbur, Shoestring Loop, south side of 95<sup>th</sup> Street, Riverview Loop, and Frost Road west of the railroad tracks.

**12. DEPARTMENT OF DEVELOPMENT – VARIOUS REQUESTS**

**a. Ken Freese**

Resident wishes to construct a storage building 5 feet from the property line (15 ft. required). Since the land adjoining the property is low and not suitable for other construction; board approves.

**b. Todd and Amanda Moen**

Residents requesting to construct an in-ground pool in Oak Hill Estates that would cover 31.5% of the impervious surface (25% allowed). Oak Hill Board has approved the plan with the condition that a fence be constructed around the pool. The Board will defer to the Oak Hill covenants.

**c. David and Dawn Lerch**

Residents are requesting to construct a storage building within 9 ft from the right-of-way of a Township road (30 ft. required). No information about the size of the building was included. Steve will check with Roxanne Achman before a decision is made.

**d. Lucas and Molly Anderson**

Additional information is needed; Julie will check with Roxanne Achman.

**13. CLEAN-UP DAY REPORT – BILL LITTLE**

Two quotes were received; both willing to take appliances. Date set for September 19, 2020; 7-1:00.

**14. RANDY IRELAND**

Resident at 2620 Jasmine Road wants to fill in a low spot in the ditch so water does not continue to collect there. Board fully approved.

**15. CERTIFICATE OF LIABILITY INSURANCE POLICY**

For the record, Township policy states that contractors must provide the Township with a Certificate of Liability Insurance showing coverage of \$1.5 million **with** their bids for services. Bids will not be considered if insurance certificate is not submitted.

**16. CARES ACT FUNDING**

Supplies for public protection of residents at Town Hall meetings and elections have been purchased using the grant received from the state.

The Board will be offering an opportunity for businesses in Watab Township to apply for part of this grant as reimbursement for supplies/materials they have had to purchase because of the Covid-19 pandemic.

Discussion took place to determine parameters of the grant. Decision was made to limit a grant no more than \$1,000 per business. Grant and application procedures will be publicized via mail and the Sauk Rapids Herald.

**17. SNOW PLOWING CONTRACT**

Supervisor Johnson will bring a proposal for bids to the September meeting.

**18. ROAD REPORT**

Sand is piling up on 115<sup>th</sup> Street. Steve will contact someone for hire to remove.

There are junk cars on 8-10 properties. Board will identify and contact Roxanne Achman for notification to residents.

**19. DISTRICT 8 MEETING**

District 8 Meeting will be held via Zoom on Wednesday, August 19, 2020, at 7:00 pm. Information for connecting to the meeting will be sent to residents by the Clerk.

**20. RAILROAD CROSSING SIGNS/CRACK FILLING—STEVE WOLLAK**

Steve reported that he obtained the proper permit to fix the railroad sign on Frost Road and the job has been completed. When repairing the sign, he was confronted by a railroad official who asked for his permit. Tampering with railroad equipment is not allowed without a permit and the fine is substantial. Fortunately, the permit had been acquired prior to doing the work.

Steve reported that one more pallet of material is needed to finish the roads. The current price is \$1500 per pallet. Julie suggested checking the price of material with Midwest Asphalt who was hired for pothole repair. Steve will check.

Supervisor Johnson moved to approve \$1,500 for the purchase of one more pallet

**21. CITIZEN’S INPUT – Time limit: 3 minutes**

- **Leroy Murphy**

Mr. Murphy questioned the denial of his appeal to void the charges incurred from a fire call at his residence in May. The Board explained that the decision was based on the official fire report issued by the Sauk Rapids Fire Chief.

Supervisor Johnson will visit the property.

**ADJOURNMENT**

Supervisor Little made a motion to adjourn; Supervisor Wollak seconded; motion carried. Meeting adjourned at 8:14.

Respectfully submitted,

Kathy Sauer  
Township Clerk

\_\_\_\_\_  
Julie Johnson, Board Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kathy Sauer, Clerk

\_\_\_\_\_  
Date