

WATAB TOWN BOARD MEETING
Regular Meeting Minutes
Tuesday, February 9, 2021 – 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, Mike Nielson (WSB), Kevin Kruger (WSB), Brian Erdmann, Jeff Wollak, Jerry Kostreba, Jack Polcher, Renee Polcher, Julie Fandel, Jeff Fandel, Paul Wippler, Ed Popp, Ellary Prentice (Sauk Rapids Herald)

Attending via Zoom: Steve Johnson, Craig Hanson, Nic Johnson

ADDITIONS TO THE AGENDA

Craig Hanson: easement vacation request
BNSF Agreement under WSB
Benton County/Sucker Creek Bridge Agreement
MS4 Annual Report
Score Grant Opportunities
Ed Popp

2. APPROVE THE AGENDA

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

3. CONSENT AGENDA – One motion for all items

- a. January 5, 2021: Regular Meeting Minutes
- b. January 21, 2021: Planning Commission Meeting Minutes
- c. January 21, 2021: Special Meeting Minutes

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

5. TREASURER’S REPORT

Falcon Checking	\$384,017.98
Bremer Money Market	<u>\$49,516.58</u>
	\$433,534.56
Falcon Money Market	<u>\$255,883.63</u>
TOTAL	<u>\$689,418.19</u>
Falcon Money Market Interest (January)	\$86.90
Falcon Checking Interest	66.41
Bremer Interest (January)	\$.84
BCA Fines	\$126.65

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

6. APPROVE LIST OF BILLS, CLAIMS, AND PAYROLL

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

7. ANNUAL BUDGET 2021 & LEVY 2022 PRESENTATION

Budget meeting concluded tonight prior to this meeting. Report will be sent out via email and will be provided at the March Township Board Meeting.

The Board is proposing a 1.9% increase in the levy.

8. OAK HILL EASEMENT RELEASE REQUEST

Craig Hanson is requesting to combine 2 lots in Oak Hill on 84th Street NE by vacating the publicly dedicated easement between the two lots. Previously requested to do the same for two other lots.

All costs associated with the filing will be absorbed by the owner of the lots.

Supervisor Little moved to vacate the easement to allow the combination of the lots; Supervisor Wollak seconded; motion carried.

9. WSB ENGINEER REPORT/BNSF

- a. 105th Street NW Quiet Zone: Permit was received from BNSF; set a quote date for March; Special Meeting will be held to open quotes in April before the monthly board meeting.

Total cost to Township for the crossing is \$96,000 which is 2/3 of total cost. BNSF is responsible for the balance. Kevin will negotiate the cost of the flagger, which appears to be volatile. Higher insurance limits in contract.

Crossing will need to be closed during construction.

Supervisor Little made a motion to approve the BNSF Contract; Supervisor Wollak seconded; motion carried.

- b. Paver Program: All roads in the Township were evaluated. Most roads are in poor condition (40%). WSB will present conclusions at the Annual Meeting.
- c. Storm Water Permit Renewal: MS4 updated this year. First step: submit application by April 15. Special board meeting to be scheduled to discuss permit renewal. Second step: two education items on website, in-person training.
- d. Sucker Creek Road—applying for grant. If anyone living on the road or in the area wants to assist in obtaining the grant, they can write a letter of support. Sample letters will be emailed to residents in the area.

If awarded the grant, the Sharon Place project will also be completed. In the event the grant is not awarded, Kevin will design the project so that it can be quoted separately. He will bring options to next month's meeting. Determinations regarding project completion will be made with the above-mentioned considerations at a later date.

Supervisor Little moved to approve the engineering costs associated with Sucker Creek; Supervisor Wollak seconded; motion carried.

10. RESOLUTIONS

The following Resolutions were read into the record:

- 2021-2: Appointment of Absentee Ballot Board. Supervisor Wollak made a motion to approve Resolution 2021-2; Supervisor Little seconded; motion carried.
- 2021-3: Transferring Funds from the Building Fund to the Road and Bridge Fund. Supervisor Wollak made a motion to approve Resolution 2021-2; Supervisor Little seconded; motion carried.

- 2021-4: Vacating Easement to Combine Lots in Oak Hill Estates PID120163500 and PID 120163600. Supervisor Wollak made a motion to approve Resolution 2021-2; Supervisor Little seconded; motion carried.
- 2021-5: Supporting Pursuit of 2020 Local Road Improvement Program Funding from MNDOT for the Reconstruction of Sucker Creek Road Improvements. Supervisor Wollak made a motion to approve Resolution 2021-2; Supervisor Little seconded; motion carried.

11. ROAD REPORT

So far, no deterioration of potholes that were filled last spring using the new method.

12. STORAGE UNIT

Supervisor Little moved to purchase a 40' storage unit for \$3,300.00 plus tax, delivered. Supervisor Johnson seconded; motion carried.

13. SUCKER CREEK BRIDGE AGREEMENT w/BENTON COUNTY

Agreement states that the County will be in charge of the bridge replacement. Township is responsible for \$10,000 in engineering fees and \$10,000 in construction costs to be billed by the County. The County will work with our engineer.

Supervisor Wollak moved to accept the agreement between Benton County and Watab Township; Supervisor Little seconded; motion carried.

14. ANNUAL MEETING DISCUSSION (Virtual & In-Person [limited])

Due to continued gathering restrictions caused by Covid-19 protocol, discussion took place regarding changing the venue for the Annual Meeting. Using the Town Hall will mean limited in-person attendance.

An option is to move the meeting to the Old Village Hall in Rice, which is within 5 miles of the Watab Township border.

Supervisor Little made a motion moving the Annual Meeting to the Old Village Hall on March 9, 2020; Supervisor Little seconded; motion carried.

15. ANNUAL NEWSLETTER

A draft is ready with the exception of a few additions. Newsletter will be printed and mailed by the Sauk Rapids Herald for the same price as last year.

16. WEST LAKE ROAD and 66th STREET NE TREE CLEARING DISCUSSION

Both roads in much need of clearing. Request for quotes will be issued.

17. TOWN HALL SAVINGS FUND

Supervisor Johnson proposed a savings account be started for the purpose of general maintenance for the Town Hall. Funds to be transferred from the General Fund to savings account. Supervisor Wollak made a motion to start a savings account in the amount of \$5,000 for the purpose of Town Hall general maintenance; Supervisor Little seconded; motion carried.

18. CHARTER LICENSE FEE (Ordinance #7)

Board will review ordinance to include collecting monthly franchise fees from Charter as is done with Benton Cablevision. We will consult with Township Attorney, Mike Couri for clarification.

19. BUILDING RENTAL

Town Hall is available to rent at 50% (30-40 people).

20. MS4 REPORT ANNUAL REPORT

Has not been received yet.

21. SCORE GRANT

Supervisor Little will manage the Clean-up Day SCORE grant application process.

22. BENTON COUNTY UPDATE

Commissioner Popp gave an overview of Benton County projects.

23. CITIZEN’S INPUT—Time Limit 3 minutes

• **Jerry Kostreba**

Questioned traffic control for 105th Street and NE River Road when the County is working on NE River Road and the Township is working on 105th.

Timing is not known at this time; however, the Township project should take approximately 3 weeks.

• **Julie Fandel**

Advocating residents send letters of support with the grant request to increase the odds of obtaining the grant.

Township will alert identified residents to urge participation.

ADJOURNMENT

Supervisor Wollak made a motion to adjourn; Supervisor Little seconded; motion carried. Meeting adjourned at 8:19.

Respectfully submitted,

Kathy Sauer
Township Clerk

Julie Johnson, Board Chairperson

Date

Kathy Sauer, Clerk

Date