

WATAB TOWN BOARD MEETING
Regular Meeting Minutes
Tuesday, April 11, 2023 – 7:00 pm

The regular monthly Watab Township Board Meeting was called to order by Clerk Sauer 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: Jim Abfalter Jeff and Julie Fandel, Jack and Renee Polcher, Jerry Kostreba, Robin Wollak, Paula Capes, Ann Theilen, Cindy Fischer, Donna Rothstein, Delroy Shane, Dothan Aleshire, Natasha Barber

Attending via Zoom: Steve Johnson, Danielle Kirchner

1. CALL FOR CHAIR & VICE CHAIR NOMINATIONS—Clerk

Clerk Sauer called for nominations for Chairperson; Supervisor Arndt nominated Julie Johnson for chairperson; Julie Johnson nominated Steve Wollak for Chairperson; Supervisor Wollak seconded Supervisor Arndt's nomination of Julie Johnson for Chair; motion carried. Nomination for Supervisor Wollak was null.

Supervisor Arndt nominated Steve Wollak for Vice-Chair; Steve Wollak seconded; motion carried.

RESOLUTIONS

a. Resolution 2023-8: Setting Dates for Regular Board Meetings

Supervisor Wollak made a motion to approve Resolution 2023-8 adopting meeting dates as follows: May 2, June 13, July 11, August 8, September 12, October 10, November 14, December 12, January 9, February 13 March 19, and April 9
Supervisor Arndt seconded; motion carried.

b. Resolution 2023-9: Town Board Member Duties

Supervisor Arndt made a motion to approve Resolution 2023-9; Supervisor Wollak seconded; motion carried.

c. Resolution 2023-10: Setting Fees in Watab Township

Supervisor Wollak made a motion to approve Resolution 2023-10; Supervisor Arndt seconded; motion carried.

d. Resolution 2023-11: Board Compensation Policy

Supervisor Arndt made a motion to raise the rate of pay for the Clerk and Treasurer to \$27.50; Supervisor Wollak made a motion to raise to \$30.00; Supervisor Arndt seconded; motion carried.
Supervisor Arndt made a motion to approve Resolution 2023-11; Supervisor Wollak seconded; motion carried.

e. Resolution 2023-12: Watab Township Policies and Procedures

Supervisor Wollak made a motion to approve Resolution 2023-12; Supervisor Arndt seconded; motion carried.

2. ADDITIONS OR CHANGES TO THE AGENDA

- a. Road Tour
- b. Treasurer's Desk
- c. 2022 Audit
- d. Sucker Creek Bridge/Rice Contracting
- e. Lakewood Shores Road Sinkhole

4. APPROVE THE AGENDA

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

5. CONSENT AGENDA—One motion for all items

- a. March 7, 2023: Regular Monthly Meeting

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

6. TREASURER’S REPORT

FALCON CHECKING STATEMENT

MARCH 31, 2023

Ending Balance	\$797,265.91
Outstanding Deposits	<u>+00.00</u>
	\$797,265.91
Outstanding Checks	<u>-00.00</u>
	\$797,265.91
CTAS Schedule 1 Balance	\$797,265.91
Difference	00.00

As of March 31, 2023, the bank balance and the Township records are in balance.

Notes:

- BCA Fines: \$273.31
- Checking Account Interest: \$144.87
- Road & Bridge Savings Interest: \$115.56
- Town Hall Building Savings Interest: \$4.45

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

7. INVESTMENT PRESENTATION—Paula Capes, Falcon Bank

Proposing depositing funds in higher interest money market accounts using IntraFi; a separate platform with full FDIC coverage. Account would yield 2%. No penalties for withdrawals; limit of 6 transfers per month.

Supervisor Arndt made a motion to use IntraFi within the Falcon accounts; Supervisor Wollak seconded; motion carried.

Supervisor Arndt made a motion to set the sweep threshold at \$20,000; Supervisor Wollak seconded; motion carried.

Paula explained Positive Pay; the board will take under advisement.

8. APPROVE LIST OF CLAIMS AND PAYROLL

Receipts for the month of March:	\$4,636.77
Claims paid in the month of March:	\$139,580.92

EFT Payments:

Internal Revenue Service	\$707.58
MN Dept of Revenue	\$64.57
Public Employee Retirement	\$453.01
MN Dept of Labor—Building Surcharge	\$52.00

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

9. LIQUOR LICENSE—RUMORS

Jim Hoihjelle, owner of Rumors, is requesting a renewal of his liquor license.

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

10. WSB ENGINEER REPORT—Kevin Kruger

a. 2023 Construction Update

Kevin presented a proposal for coring roads throughout the Township that had not been previously cored. Proposed cost is \$2,895.00.

Supervisor Wollak made a motion to approve \$2,895.00 for coring; Supervisor Arndt seconded; motion carried. Coring should begin mid-late April.

b. Hwy 10/Pines Edge/Rockwood Estates

A special meeting was held at the site to discuss plans to shift the road toward the highway to line up with 15th and reduce and define the entrance to the gas station creating a 3-way stop-sign. Will coordinate with MnDOT for plans to create ditches to hold the water.

Kevin will bring bidding information to the May meeting for 2023 projects.

A Road Plan Review Meeting will be held on May 2 at 6:00 pm prior to the Regular Monthly Meeting.

11. ROAD REPORT

a. 5th Avenue NE

Road is deteriorating because of inefficient seal coating (B oil). C oil is more effective. Could be overlaid. Will continue to monitor and discuss.

b. Sues Road/108th Street NW

Will assess on Road Tour.

c. Burton Court NW

Will assess on Road Tour.

d. Lakewood Shores Sinkhole

In the area of 9325 NE River Road there is a sinkhole (4' in diameter) in the middle of the road; Saldana filled with granite chips. Will assess on Road Tour.

12. SCORE GRANT—Clean-up Day

Supervisor Johnson will submit the grant; Clean-up Day will be September 9. Supervisor Arndt will get quotes for dumpster/removal.

13. CYBER SECURITY—Secure Emails/Firewalls Discussion

Supervisor Johnson will explore options for email security.

14. TREASURER'S RECORDS—Kathy Sauer

Clerk Sauer has gone through Treasurer's records that were stored in the maintenance room since 2012. Was able to download year-end financial reports from CTAS going back to 2010. According to state guidelines, most other financial documents must only be retained for 6 years. Supervisors will go through the boxes of records from 2016 and previous before they are disposed.

15. ZOOM ACCOUNT—Kathy Sauer

Clerk Sauer reported that the Zoom account is due for renewal as of June and asked the Board if they feel it is still needed or if they would like to cancel. The cost is \$149.95 per year. The Board agreed that due to very limited use, it is no longer necessary.

Clerk Sauer checked into the price of a higher quality recording device and found that one could be purchased for less than \$200. Board approved.

16. PARK DEDICATION FUNDS

2022 year-end balance \$18,337; 75% is available for Township use.

17. SUCKER CREEK BRIDGE

Hired Rice Contracting to pull out ice chunks. The water level is 7 ft. as of this morning.

18. 2022 AUDIT

One bid was submitted from Conroy, Deuth, and Schmiesing for \$15,000. KDV declined to bid. Clerk Sauer will check with another firm for another bid.

Supervisor Wollak made a motion to approve an audit not to exceed \$15,000; Supervisor Arndt seconded; motion carried.

19. ROAD TOUR

Road Tour is scheduled for Wednesday, May 3.

20. TREASURER’S DESK

Supervisor Arndt made a motion to approve not to exceed 1,000; Supervisor Wollak seconded; motion carried.

CITIZEN’S INPUT (3 minutes)

- **Jerry Kostreba**
Question about tree-trimming in the right-of-way
County is doing that work; Supervisor Johnson will call Ed Popp.

- **Jim Abfalter**
Question about condition of Burton Place/Court
Road is on the list; could move up the list because it is a short road and could be combined with a larger job.

ADJOURNMENT

Supervisor Wollak made a motion to adjourn; Supervisor Arndt seconded; motion carried. Meeting adjourned at 8:18.

Respectfully submitted,

Kathy Sauer
Township Clerk

Julie Johnson, Board Chairperson

Date

Kathy Sauer, Clerk

Date