

**WATAB TOWN BOARD MEETING**  
**Regular Meeting Minutes**  
**Tuesday, May 14, 2024 – 7:00 pm**

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

**ROLL CALL**

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

Others Present:

**1. ADDITIONS OR CHANGES TO THE AGENDA**

- Ditch Mowing Quote
- Parking Lot Striping Quote
- MS4
- Ehlers
- Bertram Asphalt
- Henkemeyer Rapid Container Landfill Site

**2. APPROVE THE AGENDA**

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

**3. CONSENT AGENDA—One motion for all items**

- a. April 2, 2024: Special Meeting: Policies & Procedures
- b. April 8, 2024: Regular Monthly Meeting
- c. April 9, 2024: LBAE Hearing
- d. April 19, 2024: Preconstruction Meeting

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

**4. TREASURER’S REPORT**

- a. April, 2024, Month End
- b. Audit Report

**FALCON CHECKING STATEMENT**

April 30, 2024:

Ending Balance .....	<b>\$98,922.03</b>
Outstanding Deposits .....	<u>+00.00</u>
	<b>\$98,922.03</b>
Outstanding Checks .....	\$7,348.20
<b>BALANCE .....</b>	<b>\$91,573.83</b>

CTAS Schedule 1 Balance .....

	<b>\$91,573.83</b>
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Difference .....

	\$00.00
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**CURRENT ACCOUNT BALANCES:**

- Intrafi.....\$795,929.92
- Checking Account.....\$98,922.03
- Road and Bridge.....\$66,937.81
- Town Hall Savings.....\$19,242.61
- Bond Value.....\$1,791,240.50

**Notes:**

- Checking Account Interest: ..... \$00.00
- Road & Bridge Savings Interest: ..... \$24.68
- Town Hall Building Savings Interest: ..... \$7.10
- Intrafi Interest: ..... \$1,322.60
- BCA Fine Share: ..... \$303.30
- Benton Cablevision Franchise Fees ..... \$875.72

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

Supervisor Johnson made a motion to approve the audit done by CDS; Supervisor Wollak seconded; motion carried.

Supervisor Johnson made a motion to transfer \$700,000 from the Ehlers bond fund to the checking account to cover the Phase 1 invoice for the Lakewood Shores/Ferry Road project; Supervisor Wollak seconded; motion carried.

**5. APPROVE LIST OF CLAIMS AND PAYROLL**

- Receipts for the month of April ..... \$32,134.06
- Disbursements for the month of April ..... \$35,548.42

**EFT Payments:**

- Internal Revenue Service..... \$620.12
- MN Dept of Revenue ..... \$131.07
- Public Employee Retirement ..... \$535.50

Supervisor Wollak made a motion to approve the List of Claims, Payroll and EFT payments; Supervisor Johnson seconded; motion carried.

**6. OAK HILL LIQUOR LICENSE RENEWAL**

Supervisor Wollak made a motion to approve the liquor license request for Oak Hill Golf Course; Supervisor Johnson seconded; motion carried.

**7. RESOLUTIONS**

- a. Resolution 2024-12: Electronic Funds Transfers

Supervisor Johnson made a motion to approve Resolution 2024-12; Supervisor Wollak seconded; motion carried.

**8. WSB ENGINEER REPORT—Kevin Kruger**

- a. 2024 Construction Update: Lakewood Shores/Ferry Point
- b. Shoestring Loop/95<sup>th</sup> Street NW

Kevin Kruger, Supervisor Arndt, and Clerk Sauer met with the Township Attorney, Mike Couri to determine legalities surrounding the purchase of right-of-way for the Shoestring Loop road construction project. Mr. Couri informed that the Township that, since the Township has been maintaining the road, it has prescriptive rights to the property for construction to where the snow flies when plowed. The road cannot be widened to the north but can be widened to the south. Kevin talked with the landowner who has no issues with paving the road.

95<sup>th</sup> Street NW has rapidly deteriorated over the past few years; Kevin proposed to widening the road from NE River Road to Plaziak.

Supervisor Wollak made a motion to approve engineering and surveying fees for 95<sup>th</sup> Street NW; Supervisor Johnson seconded; motion carried.

Special meeting for neighborhood; Monday, June 17 at 6:00 pm for Shoestring Loop and 95<sup>th</sup> Street NW.

**9. DEPARTMENT OF DEVELOPMENT REQUESTS**

- a. Conditional Use Permit: Nelson Sanitation  
Request for office expansion.

Supervisor Johnson made a motion to approve conditional use permit; Supervisor Wollak seconded; motion carried.

**10. MS4 AUDIT**

Results from audit conducted over the past 6 weeks should be received by Friday.

There are 32 culverts throughout the Township; most of which cannot be located.

Rebecca Haug from WSB has submitted a proposal to administer the MS4 program for Watab Township keeping it in compliance with the updated 2020 permit. Services include SWPPP Administrative Activities, Recordkeeping and Tracking, MS4 Organizational Chart, Staff Training, Annual Meeting Presentation, and GIS Tracking. Total of the contract is \$15,200.

Supervisor Johnson made a motion to accept the proposal from Rebecca Haug (WSB) in the amount of \$15,200 using ARPA funds; Supervisor Wollak seconded; motion carried.

**11. QUOTES**

- Concrete Repair on 1<sup>st</sup> and 86<sup>th</sup> Street—tabled
- Grading: Minimum Maintenance Road and 66<sup>th</sup> Street (twice)

Burski	\$2,200
Rice Contracting	\$2,450

Supervisor Johnson made a motion to approve the quote of \$2,200 from Burski for grading the Minimum Maintenance Road and 66<sup>th</sup> Street twice this year; Supervisor Wollak seconded; motion carried.

- Additional gravel for the Minimum Maintenance Road; remove and replace the culvert on the south end of the road and grade for drainage; add rock/gravel as needed by culvert on both ends.

Burski	\$4,300
Rice Contracting	\$6,450

Supervisor Wollak made a motion to approve the quote of \$4,300 from Burski for work on the culverts on the Minimum Maintenance Road; Supervisor Johnson seconded; motion carried.

- Millings for 66<sup>th</sup> Street

Burski	\$6,525
Rice Contracting	\$7,260

Resident was cautioned that once millings are put down, it is unlikely that the road can be graded.

Supervisor Wollak made a motion to approve the quote of \$6,525 from Burski to put down millings on 66<sup>th</sup> Street; Supervisor Johnson seconded; motion carried.

- 5<sup>th</sup> Avenue NE Curb Cleanup—tabled

Burski	\$1,700
Rice Contracting	\$825

**12. BURSKI SUBDIVISION**

The Planning Commission held a site visit and met on Friday, May 3, to consider the application of Ron Burski to split 72.5 acres on Highway 78 into 7 parcels. The Commission recommended approval to the Town Board.

Supervisor Wollak made a motion to approve the application for the subdivision; Supervisor Johnson seconded; motion carried.

**13. ADOPT-A-ROAD POLICY**

In updating the current policy and consulting with the Township Attorney, the Township may be incurring liability. The policy the Township carries with MATIT does not cover liability with regard to volunteers.

The Clerk will investigate insurance availability and policies of other entities.

**14. FERRY POINT ROAD ISSUE**

The resident is requesting a sign at the entry of the easement off Ferry Point that borders his property to deter UTV's, bobcats, etc.

Supervisor Wollak will get a sign for the property.

**15. SCHEDULE CLEAN-UP DAY**

Tabled until refuse companies can be contacted for availability.

**16. DITCH MOWING**

Chuck Ertl submitted a quote for ditch mowing throughout the Township for 2024 and 2025 for \$4,000 each year.

Supervisor Wollak made a motion to approve the quote from Chuck's Brush & Ditch Cutting for 2024 and 2025 in the amount of \$4,000 each year; Supervisor Johnson seconded; motion carried.

**17. PARKING LOT**

Quote was received from Pat Gorman to sweep and re-stripe the Township Hall parking lot in the amount of \$682.

Supervisor Wollak made a motion to approve the quote from Pat Gorman for \$682 using ARPA funds; Supervisor Johnson seconded; motion carried.

**18. BERTRAM ASPHALT**

Supervisor Wollak made a motion to order an additional 2 loads of pothole fill using ARPA funds; Supervisor Johnson seconded; motion carried.

**19. HENKEMEYER RAPID CONTAINER LANDFILL SITE**

Supervisor Wollak was alerted that there is less than 1 year capacity left in the landfill. After that it will convert to a transfer station.

**CITIZEN'S INPUT**

- Justin Demenge 100<sup>th</sup> Street NE  
Concerned about keeping the road he lives on paved—not milled.
- Mary Braun Lakewood Shores  
Wants updates on construction.

- Tom Hendrickson, Ferry Point  
Concerned about dust and timeline.

**ADJOURNMENT**

Supervisor Wollak made a motion to adjourn; Supervisor Johnson seconded; motion carried. Meeting adjourned at 8:13.

Respectfully submitted,

Kathy Sauer  
Township Clerk

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Jesse Arndt, Board Chairperson

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Date

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Kathy Sauer, Clerk

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Date