

# OSAGE TOWNSHIP

## BECKER COUNTY, MINNESOTA

### BOARD MINUTES OF APRIL 12<sup>TH</sup>, 2018

The meeting was called to order at 7:00 pm by Chairman Andrew Holmer with the Pledge of Allegiance. Members present: Supervisors Andrew Holmer, Lyn Hartness, Nicole Hartness Treasurer Petra Hartness, Clerk Margo Boyd. Anna Johnson, comm. Center coord.; Bart Jones/Comm. Center custodian; Thelen's Excavating Inc./road maint. Contractor Brett Peterson/mowing contractor. Approximately 10 residents

Re-organizational meeting. - Sup. Lyn Hartness made a 1<sup>st</sup> motion to elect Supervisor Andrew Holmer to serve as chairman of the Osage Township Board for April 2018 - March 2019. Motion 2<sup>nd</sup> by Sup. Nicole Hartness. Supervisor Andrew accepted the position.

BOARD MINUTES of March, 2018 were approved as read by a 1<sup>st</sup> motion from Sup. Andrew, 2<sup>nd</sup> by Sup. Lyn and carried.

TREASURER'S REPORT - approved by a 1<sup>st</sup> motion from Sup. Lyn, 2<sup>nd</sup> by Sup. Nicole and carried. It showed a beginning balance of \$223,904.63 March 1, 2018. Receipts of \$ 18.45 with disbursements of \$38,743.08 leaving an ending balance of \$185,180.00. Treasurer Petra asked Anna Johnson to fulfill the deputy treas. Position. Supervisors approved - Anna accepted.

CLAIMS: - Sup. Andrew made a 1<sup>st</sup> motion to approve the claims as presented. Motion 2<sup>nd</sup> by Sup. Lyn and carried. total paid out in April 2018 - \$4,472.31

OLD BUSINESS: BOG LAKE TRAIL - Supervisors went over the proposed cost of the project if the Township continues forward with the upgrade of the road. Cost could range from \$150,000-up to \$225,000.00. Supervisors felt the estimates were much higher than what they were expecting. Discussed other options for this year, laying gravel - drainage areas where possible. Resident Harlow stated he has to pay to have each notice regarding the special road hearing "hand-delivered to each resident. If the Township is not going to proceed with the project due to cost he does not wish to spend the money to proceed with the special hearing. Sup. Andrew made a 1<sup>st</sup> motion to cancel the special hearing meeting set for May 10, 2018 to establish Bog Lake Trail as a Township Road. Motion 2<sup>nd</sup> by Sup. Lyn and carried. Supervisors will continue to work with residents & Road Maintenance contractor to improve the road. If the project is to proceed this year Township would have to look into a bond to fund the project. Supervisors discussed possible assessments on property owners to help with cost. Residents present stated the Township hasn't put any money or extra work into the road for 8-10 years & in their opinion the road is unsafe. Supervisors will inspect road on 4/18 after Board of Appeal meeting.

March 13th Annual Town Elections & Meeting: Clerk Boyd reported that 39 residents voted at the Annual Election. Polls were open from 5-8pm Annual meeting commenced 8:25 pm. with Approximately 15 residents in attendance. Nicole Hartness was elected to serve as Osage Township Supervisor for a 3 year term with 22 votes. She takes over Art Yliniemi's seat on the board. Art served the Township for 21 years, first elected March, 1997 retiring March, 2018. Margo Boyd was re-elected to serve as Township Clerk for a 2 year term with 19 votes.

MAT Spring Short Course - Sup. Andrew and Lyn attended the training in Alexandria. Both felt it was a good meeting. Left at 6:00am - returning at 5pm.

Supervisors discussed the Annual road review. Due to weather conditions the annual road review will be post-poned to May 4<sup>th</sup>, 2018. Meet at Osage Community Center at 8:00am. Any resident may follow along, or contact a Township Supervisor prior to the review if you have Concerns regarding a township road. - Sup. Andrew reported that Roger Just contacted him stating that he & several residents on Brill Ave. request that the Township does not apply the calcium chloride this season. Sup. will discuss after Road Review.

NEW BUSINESS Supervisors discussed road maintenance contract. Andrew discussed this topic with MAT lawyers - based on their advise Sup. Andrew made a 1<sup>st</sup> motion that the Township separate the road maintenance of grading, snow plowing, gravel/materials, into 3 contracts. Other road projects will also be awarded as separate contracts. Motion 2<sup>nd</sup> by Sup. Lyn and carried.. Under this same motion each contract for regular maintenance of road grading, snow plowing; gravel/materials will be awarded to Thelen's Excavating, Inc. Sup. Andrew stated he feels that Thelen's have been doing an excellent job for the Township. New contracts will be drawn up at the May 2018 meeting.

CITIZEN'S NATIONAL BANK Signature cards - Supervisor Lyn made a 1<sup>st</sup> motion to update the checking account signature card and safety deposit box sig. card: Authorized signers: Osage Township Supervisors; Chairman Andrew Holmer, Lyn Hartness, Nicole Hartness, Treasurer Petra Hartness, Clerk Margo Boyd, Deputy Treasurer Anna Johnson. 3 signatures are required on a check or withdrawal from checking account. 1 signature required to enter safety -deposit box. Motion 2<sup>nd</sup> by Sup. Nicole Hartness and carried. signatures removed: Arthur D. Yliniemi & Eileen Hache.

Sup. Lyn reported that he attended the Annual County Noxious Weed Meeting in Callaway. Received map of noxious weeds in Township. Supervisors are to also identify noxious weeds. Lyn requested that a rep. ride along on the annual weed inspection-to be set in May.

Chairman Andrew made a 1<sup>st</sup> motion that Supervisor Lyn has authority to act as Osage Township Chairman in the event that Andrew is unavailable. Motion 2<sup>nd</sup> by Sup. Nicole and carried.

Chairman Andrew Holmer made a 1<sup>st</sup> motion that each Township Supervisor -in the event of an emergency or necessity of operating the Township between monthly meetings - - may act on a situation, make decisions, purchase equipment/items as needed. Motion 2<sup>nd</sup> by Sup. Lyn and carried.

Sup. Lyn made a 1<sup>st</sup> motion to keep Anna Johnson as the Community Center Coordinator. The Coordinator position is responsible for the daily operation of the facility & may purchase items /call for repairs as needed for the Center. Motion 2<sup>nd</sup> by Sup. Andrew & carried.

Sup. Lyn made a 1<sup>st</sup> motion that Chairman Andrew be the point of contact for residents with road questions. Motion 2<sup>nd</sup> by Sup. Nicole and carried.

Sup. Lyn made a 1<sup>st</sup> motion to keep Brett Peterson's Outdoor Services as the Township grounds maintenance contractor to include but not limited to mowing of community center grounds & other township grounds as needed. Snow shoveling as needed. Ditch cleanup/ tree removal. General repairs of Township facilities - Community Center, Wayside rest, Friendship Park. Motion 2<sup>nd</sup> by Sup. Andrew and carried.

Sup. Lyn made a 1<sup>st</sup> motion that the Chairman be the point of contact for turning in gopher feet. Motion 2<sup>nd</sup> by Sup. Nicole and carried.

Sup. Lyn made a 1<sup>st</sup> motion that all board members and employees be reimbursed for mileage in conducting Township business. To be reimbursed at the Federal Standard Rate. Motion 2<sup>nd</sup> by Sup. Nicole and carried.

Sup. Andrew made a 1<sup>st</sup> motion to keep Hobart Jones as the Osage Community Center Custodian Motion 2<sup>nd</sup> by Sup. Lyn and carried.

Sup. Andrew made a 1<sup>st</sup> motion that Treasurer Petra should order a notary stamp - MAT recommends that both Clerk & Treasurer be notaries. Motion 2<sup>nd</sup> by Sup. Nicole & carried.

Anna Johnson-Comm. Center Coord. Was contacted by Jill Dickinson/ ISD 309 Comm. ED Requested using the Osage Center for spring classes. These will be evening classes 1-2 hours Supervisors discussed - Sup. Lyn made a 1<sup>st</sup> motion to charge \$25.00 a day, with the deposit fee being waived. Motion 2<sup>nd</sup> by Sup. Andrew and carried.

Supervisors discussed pay rates to Town Board officials & employees.

Current rate: meeting less than 4hours - \$60.00

All day meeting - \$100.00

Employee Hourly rate - \$20.00

Treasurer monthly stipend - \$175.00

Clerk monthly stipend - \$175.00

Comm. Center Coordinator - \$50.00 /qtr.

Treasurer Petra Hartness has been working for the Township for 1 year & has been working for MAT for the last 6 months & feels that Osage is on the low end of the pay-scale. Sup. Lyn feels the meeting rate needs to be adjusted. The spring MAT meeting was 11 hours - for which the board member rec's \$100.00 for a day rate . - at the hourly rate it would be \$220.00. The Treas. & Clerk's monthly stipend has not been increased in 10 years. The hourly rate & meeting rate was increased 2014. Sup. Lyn made a 1<sup>st</sup> motion that the Township do some checking with Becker County Assoc. of Townships to get an average of pay rates through out the County & re-discuss at a later date. Motion 2<sup>nd</sup> by Sup. Andrew and carried.

Sup. Andrew made a 1<sup>st</sup> motion that all Board members including the deputy clerk & deputy treasurer may attend MAT & County Training sessions without prior approval. - time & mileage to be paid. Motion 2<sup>nd</sup> by Sup. Nicole and carried.

Anna Johnson reported that the Center is rented June 25<sup>th</sup>, 2018 for election judge training, beginning 6:00 pm. Contact the Becker County Auditor Treasurer to sign up.

CITIZENS CONCERNS: Bog Lake Trail

ANNOUNCEMENTS: 1) Becker County Assoc. of Township annual meeting - 4/25 - 7:00 pm  
Becker County Court House - Detroit Lakes, MN 56570

2) Next regular Township Board meeting - 5/10/18 - Osage Comm. Center - 7:00 pm

3) Board of Appeal & Equalization - 4/18/18 - Osage Comm. Center - 10:30 AM

4) Annual Township Road Review - May 4<sup>th</sup>, 2018 - 8:00 am meet at Comm. Center.

ADJOURNMENT - The April, 2018 meeting adjourned at 9:50 pm by a 1<sup>st</sup> motion from Sup. Andrew Holmer, 2<sup>nd</sup> by Sup. Nicole Hartness and carried.

RESPECTFULLY SUBMITTED

Margo Boyd, Clerk