

**Princeton Township  
Mille Lacs County, Minnesota**

**Township Board Monthly Meeting**

**Tuesday, May 18, 2021**

**Minutes**

The May 18 monthly meeting of the Princeton Township Board was called to order by Chairman Gene Stoeckel at 7:30 p.m. Supervisors attended the meeting in person at Township Hall. The meeting was open to limited in-person attendance, plus remote participation via GoToMeeting.

**Supervisors present:** Dan Hiller, Gene Stoeckel, Bill Whitcomb, John Wilhelm

**Supervisor absent:** Thomas Duden

**Staff present:** Zoning Administrator Scott Richards, Clerk-Treasurer Doug Dahl, Deputy Clerk-Treasurer Andrea Gerrard, Ken Henchen

**Public in-person attendees:** Rayme Herold, Jeff Kerfeld, Karie Kerfeld, Joel Minks, Dan Patnode, Josh Vaccari, Craig Wensmann (Bogart Peterson)

**Online attendees:** Chris Dahn (Bogart Peterson), Dave Kepple, Todd McLouth (Township Engineer), Shad Sikkink, Nicholas Taylor

All attendees recited the Pledge of Allegiance.

**Approve Meeting Minutes**

Mr. Whitcomb moved to approve the minutes of the April 20 Monthly Meeting. Seconded by Mr. Stoeckel. Motion carried.

Mr. Hiller moved to approve the minutes of the April 20 Board of Audit. Seconded by Mr. Whitcomb. Motion carried.

**Open Forum**

No speakers in Open Forum.

**Clerk-Treasurer Report**

**Cash control statement:**

General Fund beginning balance for April:	\$76,861.10
Receipts	\$14,967.49
Disbursements	<u>\$24,574.14</u>
Ending balance	\$67,254.45
Road & Bridge Fund beginning balance for April:	\$231,311.27
Receipts:	\$ 2.81
Disbursements	<u>\$ 4,704.90</u>
Ending balance	\$226,609.18

Mr. Whitcomb moved to approve the April cash control statement. Seconded by Mr. Hiller. Motion carried.

**Payroll:**

April net payroll: \$4,500.23.

Mr. Hiller moved to approve the April payroll. Seconded by Mr. Wilhelm. Motion carried.

**Claims for Approval:**

Total claims through April 20: \$19,625.59. Mr. Whitcomb moved to approve the claims. Seconded by Mr. Wilhelm. Motion carried.

Mr. Dahl reported on results of the Township clean-up day. The Township received payments totalling \$2,505.00 (\$1,655 cash, \$850.00 checks). Each payee was given a receipt. All payments were recorded in a Receipts Log.

Charges from service providers: Jim's Mille Lacs Disposal—\$2,330.00; First State Tire Recycling—\$922.50. Net cost to the Township: \$747.50.

Chris Berg, Mille Lacs County Land Services, has asked to reserve the town hall for a public meeting on County Ditch 2 for Thursday, June 24, beginning at 6 p.m.

Mr. Whitcomb moved to grant the MLC request for a fee of \$100 to cover the cost of township employees needed for the meeting. Seconded by Mr. Wilhelm. Motion carried.

**Zoning Administrator's Report**

**Ordinance 2021-3: Second reading of Rezoning Ordinance for 2601 65<sup>th</sup> Avenue and 2735 65<sup>th</sup> Avenue from AC to RR.**

Mr. Richards reviewed the history of the zoning-map proposed zoning change. The parcel was re-zoned to agricultural conservation in 2015, but was incorrectly shown on the 2019 zoning map as rural residential. This ordinance will take it back to rural residential to allow for the Kepple Addition split.

Mr. Hiller moved to approve Ordinance 2021-3. Seconded by Mr. Whitcomb. Motion carried.

**Resolution 2021-14: David Kepple final plat for Kepple Addition at 2601 65<sup>th</sup> Avenue**

Mr. Whitcomb moved to approved Resolution 2021-14, Kepple Addition final plat. Seconded by Mr. Hiller. Motion carried.

**Resolution 2021-13: J&D Ventures Conditional Use Permit for storage buildings at 6530 Hwy 169 North**

Mr. Richards reviewed the history of the Conditional Use Permit application from J&D Ventures.

Mr. Hiller moved to approve Resolution 2021-13, J&D Ventures Conditional Use Permit. Seconded by Mr. Wilhelm. Motion carried.

**Resolution 2021-16: Jeffrey and Karie Kerfeld side-yard setback variance at 2749 62<sup>nd</sup> Avenue**

Jeffrey and Karie Kerfeld's original side-yard setback variance application requested a setback of 25 feet versus the 35 feet required by zoning ordinance. The variance would allow construction of a 32 x 50-foot garage on the property. The original request was disapproved by the Planning Commission. The Planning Commission recommended they reduce the size of the proposed garage to keep it within the normal setback distance, although some members were comfortable with a 30-foot setback.

The Kerfelds revised their plan by reducing the size of the structure enough to make it fit within a 30-foot setback. They brought the revised plan to the Town Board for its consideration.

Mr. Hiller moved to approve Resolution 2021-16 with the revised setback of 30 feet allowing for a 28-foot-wide building. Seconded by Mr. Wilhelm. Motion carried.

Based on Planning Commission recommendations and Town Board concurrence Mr. Richards requested approval to work with the Planning Commission on ordinance amendments relating to setback distances and building sizes in various zones.

Mr. Whitcomb moved to recommend that the Planning Commission work with Mr. Richards to review setback requirements and structure sizes in various lots for possible revision. Seconded by Mr. Hiller. Motion carried.

**Resolution 2021-12: Right Auto Conditional Use Permit for a vehicle sales dealership north of Old Log Liquor on Hwy 169**

Mr. Richards reviewed the history of the Right Auto Conditional Use Permit application. The Planning Commission has considered and approved the plan.

Mr. Hiller raised a question about condition #13: No outdoor storage of auto parts, parked cars, or unlicensed vehicles. He noted that vehicles coming from other states will arrive at the dealership unlicensed. For that reason, he suggested striking the restriction on unlicensed vehicles.

Mr. Hiller moved to approve Resolution 2021-12 granting the Conditional Use Permit for Right Auto, amending condition #13 to strike unlicensed vehicles. Seconded by Mr. Whitcomb. Motion carried.

**Resolution 2021-11: Shad Sikkink side-yard setback variance at 7692 6<sup>th</sup> Street North**

Mr. Richards reviewed the application. The application was considered and approved by the Planning Commission.

Mr. Richards noted that the proposal includes living space as well as storage space. Also, the property does not have another garage on site.

Mr. Stoeckel moved to approve Resolution 2021-11 granting the requested side-yard setback variance. Seconded by Mr. Whitcomb. Motion carried.

**Resolution 2021-15: Zoning Map correction, Section 26, PID 16-026-0400 zoned AC in July, 2014**

Mr. Richards noted that through additional research staff learned that the property in question had been re-zoned from rural residential to agricultural conservation in 2014. This was a

separate action from the re-zoning of adjacent property in 2015. The resolution will document the change and correct the property's classification on the official zoning map.

Mr. Hiller moved to approve the resolution correcting the Township Zoning Map for the cited property. Seconded by Mr. Whitcomb. Motion carried.

**Old Business**

**Reconsider motion to charge for damages to 105<sup>th</sup> Avenue**

Mr. Stoeckel noted that the motion to charge Wilhelm Farms and Shelley Farms for damages to 105<sup>th</sup> Avenue had been passed without proof of responsibility. He stated further that after talking with the resident who had made the original complaint that the issue seemed more like a dispute among neighbors than an actual damage claim.

Mr. Stoeckel moved to rescind the motion charging Wilhelm Farms and Shelley Farms for damages to 10<sup>th</sup> Avenue. Mr. Wilhelm seconded. Motion carried 3-1. Mr. Hiller voted no.

**Second reading of Home Occupation Ordinance Amendments**

Mr. Richards reviewed amendments he is recommending to the Home Occupation section (300-143) of the Township ordinance covering interim-use permits. The amendments will provide a two-tier process for granting interim use permits for home occupations:

- Permitted Home Occupation—No interim-use permit required; for residents maintaining an office at home with no employees or general public coming to the premises.
- Special Home Occupation—Interim-use permit required; more complex businesses with employees or general-public access, site alterations, and other conditions.

Mr. Whitcomb moved to waive second reading of Ordinance 2021-4, Home Occupation Ordinance Amendments, and adopt the ordinance. Seconded by Mr. Hiller. Motion carried.

**Finalize budget for 2022**

Mr. Stoeckel and Mr. Whitcomb presented the 2022 proposed Township budget. Mr. Whitcomb reviewed details of the Road & Bridge budget, highlighting specific road sections that will need special care in the coming year.

The chart below shows proposed levies and budgets for 2022:

<b>The 2022 Levies will be set at :</b>							
<b>General Revenue Fund Levy</b>	<b>\$60,000.00</b>	15.72%					
<b>Fire Protection Levy</b>	<b>\$56,750.00</b>	14.87%					
<b>Road and Bridge Fund Levy</b>	<b>\$265,000.00</b>	69.42%					
<b>Total Net Tax Capacity Levies</b>	<b>\$381,750.00</b>	<b>\$41,555.00</b>	<b>Increase</b>				
			12.22%				
<b>General Fund Receipts</b>	<b>\$162,550.00</b>						
<b>General Funds Disbursements</b>	<b>\$276,285.00</b>	\$113,735.00	<i>over - drawing down due to excess reserves</i>				
<b>Road &amp; Bridge Fund Receipts</b>	<b>\$298,550.00</b>						
<b>Road &amp; Bridge Fund Disbursements</b>	<b>\$415,300.00</b>	\$116,750.00	<i>under receipts</i>				

Mr. Hiller moved to approve the 2022 Township budget as presented. Seconded by Mr. Whitcomb. Motion carried.

[The full budget available upon request.]

Levy will be voted on by the Township electors at the June 22, 2021 Annual Meeting continuation.

### **New Business**

#### **Special event permit/temporary liquor license for Outlaw Grassdrags**

Mr. Whitcomb moved to approve the special event permit and temporary liquor license for Rum River Trails Association for the Outlaw Grassdrags special event. Seconded by Mr. Wilhelm. Motion carried.

### **Road Report**

#### **Status of The Protective equipment for road workers that was approved at the April meeting**

- The 12 cones, 2 roll up signs and 2 sign stands have been purchased and are now in use.
- Helmets and chaps – we currently have 1 set, but will be purchasing at least 1 more set from Mimbach or online for best pricing.

#### **Gravel Roads**

- Chloride has been applied on 50<sup>th</sup> Street and 17<sup>th</sup> Street. The remaining road portions that still need to have it applied will be done when the conditions are right.
- Graveling should be completed by mid-June.

#### **Tree removal and trimming and chipping**

- 6"+ trees and brush have been removed in the areas where we had received permission from the property owners. (Fairlawn Road)
- Brush cutting and trimming/chipping is continuing. (27<sup>th</sup> St., 35 St., 7<sup>th</sup> St N. & Ash Ave.)
- We should consider stump grinding in the neighborhood (road hazards).
- After a few more days of brush trimming with the current equipment, we will need to determine what may be necessary for something that's a little more substantial for a brushing tool.
- The tractor and boom brush hog. (Operators don't' really feel safe using it for the public or themselves)

#### **Crack fill and Chip seal quotes**

- Review quotes. Remove crack fill on Orchard Pines and Fox Acers keep 55<sup>th</sup> Ave.
- Bluff Rd., west cul-de-sac, remove west side of bulb from DBL Chip seal. (Review Dahlheimer quotes to fix west side)
- Skin patching on Baptist Church Rd. (south) may be closer to 40 SY. (Closer to \$10K.)

- Would like to get borings on all portions of roads that are sinking for a better determination of what may need to be done in the future and be able to get better quotes for the fixes.
- Will circle back with the Princeton City and Baldwin Township to discuss their share of the bill.

Mr. Whitcomb presented the quote tabulation for crack-filling and chip-sealing work for 2021. Low bidder was Allied Blacktop. The quote for the work specified on the worksheet [attached] totaled \$60,893.00.

Mr. Wilhelm moved to approve the quote from Allied Blacktop. Seconded by Mr. Whitcomb. Motion carried.

#### **State Aid – Local Road Improvement Program (LRIP)**

- No word on the current status.

#### **Supervisor Reports**

There were no additional supervisor reports. There was no fire board meeting.

#### **Adjourn**

Mr. Whitcomb moved to adjourn. Seconded by Mr. Wilhelm. Motion carried. Meeting adjourned at 9:45 p.m.