

**Princeton Township  
Mille Lacs County, Minnesota**

**Township Board Monthly Meeting**

**Tuesday, November 16, 2021**

**Minutes**

The November 16 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 in-person attendance, plus remote participation via GoToMeeting.

**Supervisors present:** Thomas Duden, Dan Hiller, Gene Stoeckel, Bill Whitcomb (via GoToMeeting), John Wilhelm

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

**Public in-person attendees:** Jessica Anderson, Shannon Brekke, Brian Dahlheimer, Kristi Frye, Sean Lauer, Vicky Lauer, Nancy Moan, Casey Stearns, Jean Stearns, Jason Wolfsteller

**Online Attendee:** Ronald Lindberg

All attendees recited the Pledge of Allegiance.

**Approve Meeting Agenda**

Mr. Duden moved to approve the agenda. Seconded by Mr. Wilhelm. Motion carried.

**Approve October Meeting Minutes**

Mr. Duden moved to approve the October 19 meeting minutes. Seconded by Mr. Whitcomb. Motion carried.

**Clerk-Treasurer Report**

**Cash control statement:**

General Fund beginning balance for October:	\$79,231.56
Receipts	\$15,836.60
Disbursements	<u>\$13,081.77</u>
Ending balance	\$81,986.39
Road & Bridge Fund beginning balance for October:	\$227,514.90
Receipts:	\$ 0.00
Disbursements	<u>\$ 4,035.67</u>
Ending balance	\$223,479.23

The Township received the first half of its grant under the American Recovery Plan Act (ARPA): \$117,298.17. The full amount was placed into a separate fund labeled COVID.

Mr. Duden moved to approve the October cash control statement. Seconded by Mr. Wilhelm. Motion carried.

**Payroll:**

October payroll:

Gross: \$3,685.00

Net: \$2,975.56

Mr. Hiller moved to approve the October payroll. Seconded by Duden. Motion carried.

**Claims for Approval:**

Total claims through November 16, 2021: \$15,587.64

Mr. Dahl noted that the claims list includes two payments to the Minnesota Department of Labor and Industry. The payments are for permit surcharges for the first and second quarters of 2021.

Mr. Hiller moved to approve the claims list. Seconded by Mr. Whitcomb. Motion carried.

Mr. Dahl noted that Schlenner Wenner & Company will be in the second year of its three-year agreement as outside auditor. He will confirm with Jon Archer of SWCO.

**Zoning Administrator's Report****Nuisance enforcement for 10082 55<sup>th</sup> Street**

Mr. Richards reported that he had inspected the subject property on November 15. He noted great progress in the clean-up. The main problem remaining was the Bud Light trailer encroaching on the cartway. He recommended giving the property owner additional time to remove the trailer.

Mr. Duden moved to require the trailer to be removed by May 31, 2022. Seconded by Mr. Stoeckel. Mr. Hiller stated his opposition to delaying the removal. Mr. Whitcomb objected that the frost will be out of the ground in May, leaving the possibility of damage to the cartway if the removal were delayed that long.

Mr. Stoeckel called for the vote. Mr. Duden, Mr. Stoeckel, Mr. Wilhelm—Yes; Mr. Hiller, Mr. Whitcomb—No. Motion carried 3-2.

**Second Reading and Approval: Amendments to the Zoning Ordinance as it relates to Sign Regulations, Billboards, and Electronic Signs**

Mr. Richards summarized actions by the Planning Commission and Town Board at previous meetings:

At their October 4, 2021, meeting, the Planning Commission recommended updates to the sign ordinance, and to allow electronic signs in the Commercial/Industrial District. The Planning Commission reviewed and provided updates to Section 600:225—Onsite Signs in Commercial/Industrial Districts, and Section 600:215—Offsite Signs as it relates to billboards and other signs.

The Town Board, at their October 19, 2021, meeting reviewed the amendments, waived first reading, and scheduled a second reading of the Ordinance for the November 16, 2021 meeting.

Mr. Richards presented Resolution 2021-23 approving the publication of summary language for Ordinance 2021-5, Amendments to the Zoning Ordinance as it relates to Sign Regulations, Billboards, and Electronic Signs.

Mr. Wilhelm moved to approve Resolution 2021-23 approving the publication of summary language for the ordinance. Seconded by Mr. Hiller. Motion carried.

Mr. Wilhelm moved to approve Ordinance 2021-5 amending the Zoning Ordinance. Seconded by Mr. Hiller. Mr. Stoeckel called the roll: Mr. Duden—Yes; Mr. Hiller—Yes; Mr. Stoeckel—Yes; Mr. Whitcomb—Yes; Mr. Wilhelm—Yes. Motion carried unanimously.

### **Old Business**

#### **Refund the balance of the David Kepple Escrow**

Mr. Dahl reported that he had spoken with Mr. Kepple about the balance showing in his escrow account. Mr. Kepple had previously objected to some of the charges against the escrow, but had dropped those objections and agreed to the amount.

Mr. Wilhelm moved to approve refunding the escrow balance of \$1,450.00 to David Kepple. Seconded by Mr. Hiller. Motion carried.

### **New Business**

#### **Transfer liquor license for Moonshine Bar & Grill to new owner Sean Lauer**

Mr. Duden moved to approve transferring the liquor license for Moonshine Bar & Grill to new owner Sean Lauer and to waive the Township's license fee for the first half of 2022. Seconded by Mr. Wilhelm. Motion carried.

#### **Refund 50% of Holcombe driveway permit fee, 8776 60<sup>th</sup> Street—\$150**

Mr. Dahl reported that Josh and Kaitlenn Holcombe had requested the 50% refund of their driveway-access permit fee (\$150).

Mr. Whitcomb stated that he had conducted the final inspection of the driveway and culvert. The construction was done properly. He recommended approval of the refund.

Mr. Whitcomb moved to approve the \$150 refund. Seconded by Mr. Wilhelm. Motion carried.

#### **2022 Town Board Candidate Filing Notice**

Mr. Dahl presented a draft of the candidate filing notice for the 2022 Town Board election. He proposed publishing the notice in the *Union-Times* on December 2 and December 9 to meet the deadline of December 14.

Mr. Duden moved to approve the filing notice and publishing schedule. Seconded by Mr. Wilhelm. Motion carried.

#### **2022 Election Polling Place Resolution**

Mr. Dahl presented Resolution 2021-22 establishing Princeton Township Hall as the polling place for all 2022 elections.

Mr. Hiller moved to approve Resolution 2021-22. Seconded by Mr. Duden. Motion carried.

#### **Approve List of 2022 Election Judges**

Mr. Dahl presented the initial list of election judges for the 2022 elections, noting that more judges will be added as elections approach. The list includes: Jeanette Oakes (Head Election

Judge), Linda Boettcher, Connie Henchen, Kandy Henchen, Joel Minks, Jackie Minks, Nancy Moan.

Mr. Wilhelm moved to approve the list of election judges. Seconded by Mr. Hiller. Motion carried.

### **Set 2022 Township Calendar**

- Town Board meeting schedule (attached to these minutes)
- Planning Commission meeting schedule (attached to these minutes)
- Town Hall holiday closing schedule (attached to these minutes)
- Township election date, Board of Canvass
- Township annual meeting location

Mr. Duden moved to approve the Town Board and Planning Commission meeting schedules, and the Town Hall holiday closing schedule. Seconded by Mr. Hiller. Motion carried.

Mr. Hiller moved to set the date for the Board of Canvass as March 8, 2022, after the Annual Meeting. Seconded by Mr. Wilhelm. Motion carried.

Mr. Hiller moved to hold the Township Annual Meeting at the Township Hall. Seconded by Mr. Duden. Motion carried.

### **Supervisor Reports**

**Mr. Whitcomb** requested authorization to purchase 100 sign decals from Earl F. Anderson for \$85.00. The decals will read "Princeton Township 2021" to establish the beginning point for scheduled replacement.

Mr. Whitcomb moved to approve the purchase. Seconded by Mr. Wilhelm. Motion carried.

**Mr. Whitcomb** offered a draft letter from the Township Attorney to County Commissioner Tim Wilhelm and the County Attorney clarifying the Minnesota statute governing traffic-control signs, particularly as it relates to residents posting unofficial signs.

Mr. Wilhelm recommended including the full Mille Lacs County Board of Commissioners in the letter.

Mr. Hiller moved to approve the letter to be sent to Commissioner Tim Wilhelm, County Attorney Joe Walsh, and the Mille Lacs County Board of Commissioners. Seconded by Mr. Whitcomb. Motion carried.

**Mr. Stoeckel** presented Resolution 2021-24 approving the establishment of a Joint Airport Planning Board with the City of Princeton and adjacent jurisdictions. The Township will have two members on the Board. Members suggested Dave Persing and Kathleen Stoeckel.

Mr. Duden moved to approve Resolution 2021-24 appointing Dave Persing and Kathleen Stoeckel as the Township's members, pending their willingness to serve. Seconded by Mr. Hiller. Motion carried.

**Mr. Hiller** reported that the Fire Board had not met since the last Town Board meeting. The Fire Department has been receiving generous donations toward new equipment, including \$10,000 from East Central Energy, \$4,000 from the Jaycees, and \$3,000 from the Mystic Riders. The Chief is continuing to solicit donations from other organizations.

**Adjourn**

Mr. Hiller moved to adjourn. Seconded by Mr. Wilhelm. Motion carried. Meeting adjourned at 8:43 p.m.

Respectfully submitted,

Doug Dahl  
Clerk/Treasurer

# Princeton Township Holidays and Meeting Dates for 2022

<b>Holidays</b>	<b>Town Board</b>	<b>Planning Commission</b>
Jan 3 – New Year’s Day	Jan 18	Jan 10
Jan 17 – Martin Luther King Day	Feb 15	Feb 7
Feb 15 – Presidents’ Day	Mar 22	Mar 14
Apr 17 – Easter	Apr 19	Apr 4
May 31 – Memorial Day	May 17	May 2
	Jun 21	Jun 6
July 4 – Independence Day	Jul 19	Jul 11
	Aug 16	Aug 1
Sep 5 – Labor Day	Sep 20	Sep 12
Nov 11 – Veterans’ Day	Oct 18	Oct 3
Nov 24 – Thanksgiving Day	Nov 15	Nov 7
Dec 25 – Christmas Day	Dec 20	Dec 5