

**Princeton Township  
Mille Lacs County, Minnesota**

**Township Board Monthly Meeting**

**Tuesday, February 15, 2022**

**Minutes**

The February 15 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, John Wilhelm

**Staff present:** Clerk-Treasurer Doug Dahl, Deputy Clerk-Treasurer Andrea Gerrard, Ken Henchen

**Via GoToMeeting:** Township Engineer Todd McLouth, Township Attorney Jason Hill

**Public attendees:** Joel Minks, Jeremy Wood

All attendees recited the Pledge of Allegiance.

**Approve Meeting Minutes**

**January 18 Monthly Meeting**

Mr. Hiller moved to approve the January 18 meeting minutes. Seconded by Mr. Whitcomb. Motion carried.

**February 3 Board of Audit**

Mr. Hiller moved to approve the February 3 Board of Audit minutes. Seconded by Mr. Wilhelm. Motion carried.

**February 3 Special Meeting**

Mr. Hiller moved to approve the February 3 Special Meeting minutes. Seconded by Mr. Wilhelm. Motion carried.

**Clerk-Treasurer Report**

**Cash Control Statement:**

General Fund beginning balance for January:	\$114,135.62
Receipts:	\$ 5,012.05
Disbursements:	\$ 11,993.83
Ending balance:	\$107,153.84
Road & Bridge Fund beginning balance for January:	\$295,000.32
Receipts:	\$ 0.00
Disbursements:	\$ 5,378.56
Ending balance:	\$289,621.76

Mr. Wilhelm moved to approve the January cash control statement. Seconded by Mr. Whitcomb Motion carried.

**Payroll:**

January payroll:  
Gross: \$4,830.00  
Net: \$3,904.20

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

**Claims for Approval:**

Total claims through February 15, 2022: \$13,656.92

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

**Old Business**

**2023 General Fund Budget Proposal**

2023 proposed General Fund budget: \$252,316.00

Sources of revenue:

2023 levy	\$ 60,000.00
2022 cash reserve	\$215,000.00
2023 fees & misc	<u>\$211,400.00</u>
Total revenues	\$486,400.00
2023 cash reserve	\$234,084.00

**2023 Road & Bridge Budget Proposal**

2023 proposed Road & Bridge budget: \$549,000.00

Sources of revenue:

2023 levy	\$365,000.00
2022 ARPA funds	\$115,000.00
2022 cash reserve	<u>\$330,000.00</u>
Total revenues	\$810,000.00
2023 cash reserve	\$261,000.00

The budget proposed levy will be presented at the March 8 Annual Meeting. Electors will vote on the levy at the meeting.

**Review Quotes for 50<sup>th</sup> Avenue Repairs**

Township Engineer Todd McLouth reported that he had received four quotes for repair work on 50<sup>th</sup> Avenue:

Helmin Construction	\$111,315.30
MN Paving & Materials	\$119,999.69
Knife River Corp	\$146,609.00
Top Notch Dirtworks	\$169,712.99

Mr. McLouth recommended accepting the quote from Helmin Construction.

Mr. Whitcomb moved to accept the quote from Helmin Construction for \$111,315.30 for Option A work on 50<sup>th</sup> Avenue. Seconded by Mr. Hiller. Motion carried unanimously.

### **Options for Renting Brushing and Tree-Trimming Equipment**

Mr. Duden reported receiving three quotes for brushing and tree-trimming:

Ziegler	\$3,490.00/week to rent equipment for 40 hours
MN Equipment	\$3,200.00/week to rent equipment for 40 hours
Thomas Lundeen	\$135.00/hour to contract for equipment & labor

Mr. Duden pointed out that renting equipment from Ziegler or MN Equipment would require added costs for labor, fuel and delivery; contracting with Thomas Lundeen would be the least expensive and most efficient, given Mr. Lundeen's experience with his own equipment. On that basis he recommended contracting with Thomas Lundeen.

Mr. Whitcomb moved to contract with Thomas Lundeen for brushing at \$135/hour for a maximum of 40 hours. Seconded by Mr. Duden. Motion carried unanimously.

### **Pricing for Personal Protective Equipment (PPE) for Road Workers**

Ken Henchen cited two options for acquiring PPE for road workers: purchase boots, hard hats, and gloves online for approximately \$250.00 per employee; purchase same equipment from Uline for approximately \$265 per employee. He noted that Uline equipment is higher quality; he recommended purchasing from Uline.

Mr. Duden moved to approve a maximum of \$1,365.00 for road-worker Personal Protective Equipment. Seconded by Mr. Wilhelm. Motion carried unanimously.

### **Posting/Ad for Deputy Clerk-Treasurer**

Mr. Dahl recommended advertising for a Deputy Clerk-Treasurer to replace Ms. Gerrard when she moves to her new location in Northern Minnesota. He offered a draft of an ad to place in the Union-Times and to post on the Township website and in other locations seeking candidates for the position.

Mr. Whitcomb moved to approve the draft advertisement for deputy clerk-treasurer. Seconded by Mr. Duden. Motion carried.

### **New Business**

#### **Request Quotes for Graveling, Grading, and Miscellaneous Road Repair**

Mr. Stoeckel moved to request quotes for graveling, grading, and miscellaneous road repair. Seconded by Mr. Whitcomb. Motion carried.

### **Supervisor Reports**

**Road Report:** Mr. Whitcomb reported that sign replacement is nearly finished. Only 30 signs remain to be replaced.

### **Adjourn**

Mr. Whitcomb moved to adjourn. Seconded by Mr. Wilhelm. Motion carried. Meeting adjourned at 9:00 p.m.