

**Princeton Township
Mille Lacs County, Minnesota**

Township Board Monthly Meeting

Tuesday, March 22, 2022

Minutes

The March 22 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: Julie Kellet

Public attendees: Jason Betzler, Dave Hagstrom, Joss Jondahl, Joel Minks, Nancy Moan, Dave Persing, Craig Wensmann, Tim Wilhelm

All attendees recited the Pledge of Allegiance.

Reorganization and Official Designations

Mr. Hiller moved to re-appoint Chair Gene Stoeckel, Vice-Chair Thomas Duden, and Secretary Dan Hiller to another term at their respective offices. Seconded by Mr. Whitcomb. Motion carried.

Liaisons:

- City Planning Commission—Gene Stoeckel
- Airport Board—Gene Stoeckel
- Fire Board—Dan Hiller
- Township Planning Commission—John Wilhelm

Additional supervisor roles and duties: Supervisors volunteered for specific roles designated on the reorganization chart. Mr. Whitcomb moved to approve the assignments as volunteered. Seconded by Mr. Hiller. Motion carried.

The complete reorganization chart covering all supervisor roles is attached to these minutes.

Mr. Whitcomb moved to retain the Union-Times as the official newspaper for public notices. Seconded by Mr. Hiller. Motion carried.

Mr. Duden moved to retain Bremer Bank as the official depository for Township funds. Seconded by Mr. Hiller. Motion carried.

Approve Meeting Minutes

February 15 Monthly Meeting

Mr. Whitcomb moved to approve the February 15 meeting minutes. Seconded by Mr. Duden. Motion carried.

Open Forum

Jason Betzler of Betzler Builders objected to reports he had heard of a Board member suggesting he was building without permits and that he may have forged documents related to the homes he's building on 70th Street and 100th Avenue. He pointed out that such actions violate state law, and as a licensed professional contractor would cost him his reputation, his license, and put him in jeopardy of going to jail. He noted that his name, business name, and phone number are posted on all properties where he is building, but no one had contacted him directly about the rumors when they began to spread. He appealed to the Board to make sure such slanders would not come from any of its members.

Clerk-Treasurer Report

Cash Control Statement:

General Fund beginning balance for February:	\$107,153.84
Receipts:	\$ 10,848.61
Disbursements:	\$ 14,199.04
Ending balance:	\$103,803.41
Road & Bridge Fund beginning balance for February:	\$289,621.76
Receipts:	\$ 48,401.67
Disbursements:	\$ 3,368.08
Ending balance:	\$334,655.35

Mr. Duden moved to approve the February cash control statement. Seconded by Mr. Whitcomb. Motion carried.

Payroll:

February payroll:
Gross: \$5,337.75
Net: \$4,350.27

Election payroll:
Gross: \$1,157.50
Net: \$1,157.50

Mr. Whitcomb moved to approve the February and election payrolls. Seconded by Mr. Duden. Motion carried.

Claims for Approval:

Total claims through March 22, 2022: \$41,157.82

Noteworthy:

- Mille Lacs County 2021 Annual Assessment Fee: \$11,087.00
- Schlenner Wenner audit work to date: \$5,500.00
- USPS postage for annual newsletter: \$580.00

- Dahlheimer Trucking for snowplowing---eight invoices from mid-January: \$7,835.50.

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

Mr. Dahl notified members that the auditor's presentation is scheduled for the April 19 Town Board meeting.

County Ditch 2 Assessment Option:

Mille Lacs County notified the Township that its assessment for repairs to County Ditch 2 stands at a principal balance of \$2,117.11. Township options are to pay principal and interest in annual assessments over the next 20 years, or to pay the current principal plus accrued interest of \$41.93 in 2022 (total \$2,159.04).

Mr. Whitcomb moved to pay the full amount in 2022. Seconded by Mr. Duden. Motion carried.

The clerk requested authorization to purchase an external hard disk to use for storing township videos. Mr. Hiller moved to approve a maximum of \$150 to purchase an external hard disk. Seconded by Mr. Wilhelm. Motion carried.

Zoning Administrator's Report

Rezoning Application—Jason Betzler:

Zoning Administrator Scott Richards reviewed the rezoning application.

Jason Betzler has applied for a Comprehensive Plan Amendment and rezoning of property he is developing in Section 6 at 100th Avenue and 70th Street. PID 16-006-0200, 16-006-0204, 16-006-0205, and 16-006-0206. An administrative subdivision was approved in December 2021 for four lots, three of which that were located and sized for residential use (Parcels A, B and C) fronting on 100th Avenue. The fourth lot (Parcel D) would potentially be developed as a commercial use.

It was recognized when the subdivision was approved that the zoning line that differentiates the C/I—Commercial/Industrial District from the AC—Agricultural Conservation District would not follow the new property lines. Staff had asked the developer to apply for a Comprehensive Plan map amendment and rezoning to assure the appropriate land use and zoning for each lot.

Mr. Richards recommended a minor adjustment in the zoning line to follow the lot lines, thereby resolving the zoning inconsistencies. With the rezoning all of Lot A will be zoned AC and all of Lot D will be zoned C/I.

Mr. Hiller moved to waive first reading of Ordinance 2022-1 to amend the Comprehensive Plan Land Use Map and the Zoning Map for properties in Section 6 at 100th Avenue and 70th Street and schedule second reading for the April 19, 2022 meeting. Seconded by Mr. Duden. Mr. Stoeckel called the roll:

Mr. Duden—Aye; Mr. Hiller—Aye; Mr. Stoeckel—Aye; Mr. Whitcomb—Aye; Mr. Wilhelm—Aye. Motion carried unanimously.

New Business

Appoint Two Members of the Planning Commission:

Mr. Duden moved to appoint Dave Hagstrom and re-appoint Cheryl Schimming to the Planning Commission. Seconded by Mr. Wilhelm. Motion carried.

Interested Officer Resolutions—Whitcomb and Duden:

Mr. Hiller moved to adopt Resolution No. 2022-3 authorizing contract with interested officer Bill Whitcomb. Seconded by Mr. Wilhelm. Mr. Stoeckel called the roll:

Mr. Duden—Aye; Mr. Hiller—Aye; Mr. Stoeckel—Aye; Mr. Wilhelm—Aye. Motion carried 4-0 with Mr. Whitcomb abstaining.

Mr. Wilhelm moved to adopt Resolution No. 2022-4 authorizing contract with interested officer Thomas Duden. Seconded by Mr. Whitcomb. Mr. Stoeckel called the roll:

Mr. Hiller—Aye; Mr. Stoeckel—Aye; Mr. Whitcomb—Aye; Mr. Wilhelm—Aye. Motion carried 4-0 with Mr. Duden abstaining.

Resolution Re-establishing Princeton Township as a Voting Precinct:

All voting precincts in the state are required to re-establish boundaries and polling locations after statewide re-districting because of the 2020 census. Princeton Township's precinct boundaries did not change.

Mr. Duden moved to adopt Resolution 2022-5 re-establishing Princeton Township as a voting precinct, and Princeton Township Hall as the precinct voting location after re-districting.

Seconded by Mr. Hiller. Mr. Stoeckel called the roll:

Mr. Duden—Aye; Mr. Hiller—Aye; Mr. Stoeckel—Aye; Mr. Whitcomb—Aye; Mr. Wilhelm—Aye. Motion carried unanimously.

Electronic Funds Transfer (EFT) Policy:

Mr. Hiller moved to re-affirm the Township EFT Policy established in 2021. Seconded by Mr. Mr. Whitcomb. Motion carried.

Mr. Hiller moved to appoint Clerk-Treasurer Doug Dahl as the responsible authority for making electronic funds transfers according to the EFT Policy. Seconded by Mr. Whitcomb. Motion carried.

Old Business

Finalize Township Annual Newsletter:

Deputy Clerk Andrea Gerrard presented the final draft of the Township Annual Newsletter. Mr. Hiller moved to approve the final draft of the Township Annual Newsletter. Seconded by Mr. Wilhelm. Motion carried.

Supervisor Reports

Road Report:

Mr. Whitcomb reported that sign replacement is nearly finished. Only 30 signs remain to be replaced. Signs and signposts that have been removed or replaced can now be sold, likely more than covering the cost of the replacement signs.

Mr. Whitcomb reviewed the 2022 plan for chip sealing and crack filling. He reported that requests for quotes are ready to go out to contractors, and that the contract will be awarded at the April 19 meeting.

Members considered three options for ditch mowing: renting a ditch mower from Minnesota Equipment, renting from Ziegler, or contracting with Thomas Lundeen to mow with his equipment. Minnesota Equipment quoted \$3,200/week plus \$138.50/hour to deliver & retrieve (approximately 3 hours both ways) for a total of \$3,895; Ziegler quoted \$4,090 for rental and delivery/retrieval. Both options would entail additional costs for fuel and labor (approximately 40 hours).

Thomas Lundeen quoted \$162/hour total, including equipment, fuel, and labor. Total for 40 hours: \$6,480.00.

The request for quotes is still active, due by April 11. The decision will be made at the April 19 meeting.

Grading contracts are also due April 11. The Township has the option to extend the current contract with Hass Construction through April. Mr. Hass will agree to extend.

Mr. Whitcomb moved to extend the grading contract with Hass Construction through April 19. Seconded by Mr. Wilhelm. Motion carried.

Mr. Duden moved to approve \$75.00 per supervisor for registration fees for LTAP training covering pavement preservation to be held April 7 in Brainerd. Seconded by Mr. Whitcomb. Motion carried. Mr. Whitcomb and Mr. Stoeckel plan to attend.

Mr. Whitcomb presented the plan for tree trimming with property maps and photos of the affected areas. He showed drafts of the notices that will go to the property owners informing them of the actions to be taken.

Adjourn

Mr. Hiller moved to adjourn. Seconded by Mr. Wilhelm. Motion carried. Meeting adjourned at 9:20 p.m.

2022 - Supervisor Roles

Seat 1 Dan Hiller

Seat 2 Bill Whitcomb

Seat 3 Gene Stoeckel

Seat 4 John Wilhelm

Seat 5 Thomas Duden

Chairman - Gene Stoeckel

Vice-Chairman - Thomas Duden

Secretary - Dan Hiller

Liason to

City Planning Commission

Airport

Fire

TS Planning Commission

Roads

Pavement

Crack filling & Chip Sealing

Gravel

Signs

Mowing

Brushing

Tree trimming

Ice & Snow

Noxious Weeds

County Ditches

Driveways & Culverts

Zoning

Road Maintenance personnel

Building Maintenance personnel

Office personnel

1st

Gene Stoeckel
Gene Stoeckel
Dan Hiller
John Wilhelm

1st

Bill Whitcomb	Gene Stoeckel
Bill Whitcomb	Gene Stoeckel
Bill Whitcomb	Gene Stoeckel
Bill Whitcomb	Gene Stoeckel
Thomas Duden	Bill Whitcomb
Thomas Duden	Bill Whitcomb
Thomas Duden	Bill Whitcomb

2nd (backup)

Thomas Duden	Bill Whitcomb
Thomas Duden	John Wilhelm
Thomas Duden	John Wilhelm
John Wilhelm	Bill Whitcomb
Dan Hiller	Scott Richards
Bill Whitcomb	Thomas Duden
Gene Stoeckel	Thomas Duden
Gene Stoeckel	Thomas Duden