

**Princeton Township
Mille Lacs County, Minnesota**

Township Board Monthly Meeting

Tuesday, April 19, 2022

Minutes

The April 19 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

Also present: Jon Archer, Schlenner Wenner & Company, to report on the 2021 external audit

Via GoToMeeting: Township Engineer Todd McLouth

Public attendees: Joel Minks, Nancy Moan, Jukie Keldar (via GoToMeeting)

All attendees recited the Pledge of Allegiance.

Approve Agenda

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

Approve Meeting Minutes

March 8 Board of Canvass

Mr. Duden moved to approve the minutes of the March 8 Board of Canvass. Seconded by Mr. Whitcomb. Motion carried.

March 22 Monthly Meeting

Mr. Duden moved to approve the minutes of the March 22 monthly meeting. Seconded by Mr. Whitcomb. Motion carried.

Open Forum

No participation in Open Forum.

Clerk-Treasurer Report

Mr. Dahl reported that the 2021 audit found adjustments that needed to be made to the 2022 beginning balances of the General and Road & Bridge funds.

General: From \$114,135.62 to \$117, 671.62 (net change of +\$3,536.00)

Road & Bridge: From \$295,000.32 to \$291, 554.32 (net change of -\$3,446.00)

Jon Archer explained that the adjustments are common. They would ordinarily be done by journal entry, but CTAS does not allow journal entries, so the adjustments must be made to the beginning balances for the year.

Mr. Whitcomb moved to approve the beginning balances for the General Fund from \$114,135.62 to \$117,135.62, and to the Road & Bridge Fund from \$295,000.32 to \$291,554.32. Seconded by Mr. Duden. Motion carried.

Cash Control Statement:

General Fund beginning balance for March:	\$107,339.41
Receipts:	\$ 15,338.71
Disbursements:	\$ 37,052.12
Ending balance:	\$ 85,676.00
Road & Bridge Fund beginning balance for March:	\$331,209.35
Receipts:	\$ 148.35
Disbursements:	\$ 9,797.32
Ending balance:	\$321,560.38

Mr. Duden moved to approve the March cash control statement. Seconded by Mr. Hiller. Motion carried.

Payroll:

March payroll:	
Gross: \$7,199.50	
Net: \$5,900.29	

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

Claims for Approval:

Claims list #1—for debit-card purchases March 22-31: \$177.85
Claims list #2—claims through April 19: \$19,429.07

Noteworthy:

- Two claims from Mille Lacs County: 1st half property taxes (\$84.83); 2021 & 2022 election expenses (\$326.88)
- Schlenner Wenner final audit bill: \$1,600.00

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

Mr. Dahl reported Cleanup Day receipts of \$1,710.00.

2021 External Audit Report:

Jon Archer, Schlenner Wenner & Company, presented the report for the 2021 external audit. He stated that the audit went well with no irregularities or other causes for concern.

Old Business

Comprehensive Plan Amendment and Rezoning:

At their March 22, 2022, meeting the Town Board waived first reading and scheduled second reading of Ordinance 2022-1 for the April 19, 2022, meeting to amend the Comprehensive Land Use Map and the Zoning Map for properties in Section 6 at 100th Avenue and 70th Street. The Ordinance provides for an amendment to the Comprehensive Land Use map and a rezoning so that all of Parcel's A, B and C are

land-use classified and zoned AC—Agriculture Conservation and all of Parcel D is land use classified and zoned C/I—Commercial Industrial.

Mr. Whitcomb moved to waive second reading and adopt Ordinance 2022-1. 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.

Mr. Whitcomb moved to adopt Resolution 2022-6, Resolution Approving Summary Language for Publication of Ordinance 2022-1. 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.

New Business

Approve liquor licenses for Township establishments:

Mr. Hiller moved to approve liquor licenses for Long Siding Station, Moonshine Bar & Grill, Princeton Lanes, Old Log Liquor, and Shooters Sports Bar with normal fees. Seconded by Mr. Wilhelm. Motion carried.

Road Report

Select 2022 crack-fill and chip-seal contractor:

Township Engineer Todd McLouth reviewed the quotes for the 2022 crack-fill and chip-seal contract. Low quote was from Allied Blacktop Company for \$95,554.65.

Mr. Hiller moved to accept the quote from Allied Blacktop Company. Seconded by Mr. Duden. Motion carried.

At the March meeting members noted that the quote for work on 50th Avenue had come in significantly under the budgeted allocation, leaving funds available for optional work on other roads. Accordingly, Mr. McLouth proposed an amendment to the contract with deletions and additions.

Deleted: 50 th Avenue, section 25	\$1,500.00
Baptist Church Road, west section 20	\$1,000.00
Total deletions	\$2,500.00

Additions:	
40 th Street West, fog seal, section 19	\$ 7,744.00
40 th Street & 100 th Avenue, mastic	\$19,875.00
40 th Street, east & west ends, S.P., section 20	\$ 3,500.00
40 th Street, chip seal section 20	\$ 1,965.00
50 th Avenue, chip seal section 24	\$ 1,468.00
Total	\$34,552.00

Mr. Hiller moved to approve Amendment 1 to the crack-fill and chip-seal contract with Allied Blacktop. Seconded by Mr. Duden. Motion carried.

Supervisor Reports

No action required.

Adjourn

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