

**Princeton Township
Mille Lacs County, Minnesota**

Township Board Monthly Meeting

Tuesday, June 21, 2022

Minutes

The June 21 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

Supervisor Absent: John Wilhelm

Staff present: Clerk-Treasurer Doug Dahl, Zoning Administrator Scott Richards.

Via GoToMeeting: None

Public attendees: Joel Minks, Nancy Moan, Scott Wehr

All attendees recited the Pledge of Allegiance.

Approve Agenda

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

Open Forum

Several residents had raised questions about the camper site established by Scott Wehr at 6th Street and 75th Avenue. Zoning Administrator Richards suggested to Mr. Wehr that he attend the Town Board meeting and address the Board during Open Forum.

Mr. Wehr reported that he had parked his camper on the site as a temporary residence in the hope of being able, at some future point, to build a permanent residence. While in the temporary residence he has been making improvements to the property.

Mr. Richards reported that Township ordinances do not address the issue of campers and recreational vehicles in the Township. He had spoken with Township Building Official Todd Geske about the issue. Mr. Geske noted that there are no codes that would prohibit such a facility during spring and summer, but that problems could arise for the unit during colder weather.

Members offered additional comments and raised other questions. The issue will be taken up during the Zoning Administrator's Report.

Approve Meeting Minutes

May 17 Monthly Meeting

Mr. Duden moved to approve the minutes of the May 17 monthly meeting. Seconded by Mr. Hiller. Motion carried.

Clerk-Treasurer Report

April Cash Control Statement:

Approval of the April Cash Control Statement was tabled at the May 17 meeting due to a question Mr. Dahl was not present to answer. Mr. Dahl presented the April Cash Control Statement for re-consideration, clarifying the distinction between the Cash Control Statement (current month) and Schedule 1 statement (January 1 to date).

Mr. Hiller moved to approve the April Cash Control Statement. Seconded by Mr. Whitcomb. Motion carried.

May Cash Control Statement:

General Fund beginning balance for May:	\$68,297.96
Receipts:	\$ 8,559.97
Disbursements:	\$11,835.37
Ending balance:	\$65,062.36
Road & Bridge Fund beginning balance for May:	\$316,993.19
Receipts:	\$ 0.00
Disbursements:	\$ 5,259.32
Ending balance:	\$311,733.87

Mr. Hiller moved to approve the May Cash Control Statement. Seconded by Mr. Duden. Motion carried.

Payroll:

May payroll:	
Gross: \$6,842.50	
Net: \$5,637.57	

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

Claims for Approval:

Total claims through June 21: \$207,667.54

Noteworthy:

- Central MN Dust Control \$ 10,048.00
 - City of Princeton (Fire Coverage) \$ 34,264.00
 - Allied Blacktop \$ 18,881.25
 - Helmin Construction (50th Avenue) \$116,126.53*
- *From ARPA funds

Mr. Whitcomb moved to approve the payment to Allied Blacktop. Seconded by Mr. Duden. Motion carried.

Mr. Duden moved to approve the payment to Helmin Construction. Seconded by Mr. Whitcomb. Motion carried.

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

Zoning Administrator's Report

Action on Scott Wehr's camper site on 6th Street North

Mr. Duden moved to allow occupancy until October 1, 2022, and to require Mr. Wehr to provide a lot survey, septic plan, and sketch plan for any permanent structure he hopes to build. Seconded by Mr. Stoeckel. Motion carried 3-1 with Mr. Hiller voting no.

Mr. Hiller moved to direct the Planning Commission to study and propose regulations for temporary dwelling units. Seconded by Mr. Whitcomb. Motion carried.

Amendments to the Zoning Ordinance related to setbacks and accessory buildings

Mr. Richards presented proposed Ordinance 2022-2 amending the Zoning Ordinance governing setbacks and accessory buildings. Members generally approved the setback modifications, but raised several questions about the proposed standards for accessory buildings. They chose to delay waiving first reading, and directed Mr. Richards to incorporate their suggestions, then return the draft to the Planning Commission for further consideration.

Mr. Hiller moved to send the ordinance back to the Planning Commission with the suggested changes. Seconded by Mr. Duden. Motion carried.

Boundary-line adjustments/lot split process

Mr. Richards presented proposed Ordinance 2022-3 amending Chapter 401, Section 100:202 of the Zoning Ordinance related to the process for granting administrative approval of lot splits and boundary-line adjustments to require notification of the Town Board and Planning Commission of pending applications, and written notification to property owners within 500 feet of the subject property.

Mr. Whitcomb moved to waive first reading of the proposed Ordinance and schedule second reading for the July 19, 2022, Town Board meeting. Seconded by Mr. Hiller. Mr. Stoeckel called the roll:

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

Follow-up on 10082 55th Street code enforcement

Mr. Richards reported that the site has been cleaned significantly. However, the trailer and beer truck are still parked on the property and encroaching on the Township cartway.

Mr. Hiller moved to authorize Mr. Richards to send a letter to the property owners granting them 30 days to remove the remaining obstructions from the Township cartway. If the owners fail to meet that deadline the Township will remove the obstruction and charge the owners for the cost of removal. If the owners are charged and do not pay, the cost will be assessed to the property. Seconded by Mr. Whitcomb. Motion carried.

Construction Site Management

Members of the Planning Commission had raised the issue of disruptions caused by construction crews to neighborhoods and along roads when building new houses. The Commission asked Mr. Richards to draft a construction-site management agreement for contractors to sign making them aware of their responsibilities toward residents in the vicinity. The agreement will be a good-faith declaration by the contractor; it will not be codified by ordinance.

Mr. Richards presented his draft agreement at the June 6 Planning Commission meeting. Members were pleased with the draft, and asked Mr. Richards to offer it to the Town Board for its approval.

Mr. Hiller moved to approve the letter as drafted. Seconded by Mr. Whitcomb. Motion carried.

Supervisor Reports

Road Supervisor:

Mr. Whitcomb reported that:

- Repairs to 50th Avenue have been completed.
- He conducted a traffic count on the north end of 100th Ave. Based on traffic counts the segment does qualify for dust control. Will be placed on the schedule for 2023.
- Tom Lundeen will start mowing ditches within a few days. He also completed 8.5 hours brush clearing in May; will finish the rest of the designated areas in the fall. Maintenance workers are also continuing to clear brush.

Mr. Duden reported that four-wheel vehicles are continuing to cause damage to the ditches along 45th Street west of 85th Avenue. The vehicles come from the property at 4301 85th Avenue owned by Cynthia Pohlkamp.

Mr. Duden moved to send a letter to Cynthia Pohlkamp advising her of the complaint and notifying her that if the Township incurs repair expenses as a result of these activities she will be billed for the excess cost. Seconded by Mr. Whitcomb. Motion carried.

Adjourn

Mr. Hiller moved to adjourn. Seconded by Mr. Whitcomb. Motion carried.
Meeting adjourned at 9:15 p.m.

Respectfully submitted,

Doug Dahl
Clerk-Treasurer