

**Princeton Township
Mille Lacs County, Minnesota**

Township Board Monthly Meeting

Tuesday, August 16, 2022

Minutes

The August 16 monthly meeting of the Princeton Township Board was called to order by Chairman Gene Stoeckel at 7:35 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, Gene Stoeckel, Bill Whitcomb, John Wilhelm

Supervisor Absent: Dan Hiller

Staff present: Clerk-Treasurer Doug Dahl.

Via GoToMeeting: Zoning Administrator Scott Richards, Engineer Todd McLouth

Public attendees: Ken Hennen, Joel Minks, Nancy Moan, Dave Persing

All attendees recited the Pledge of Allegiance.

Approve Agenda

Mr. Stoeckel added two items to the agenda:

- Approve two outdoor event permits for Long Siding Station
- Report from Township Engineer on the status of the Silver Lake Oaks list of outstanding tasks to complete before the expiration of the development agreement

Open Forum

No activity.

Approve Minutes—July 19 Monthly Meeting

Mr. Whitcomb moved to approve the minutes of the July 19 monthly meeting. Seconded by Mr. Stoeckel. Motion carried.

Clerk-Treasurer Report

Cash Control Statement—July 31, 2022

General Fund Beginning Balance	\$ 83,945.87
Receipts	\$ 9,804.17
Disbursements	\$ 5,901.73
Ending Balance	\$ 87,848.31
 Road & Bridge Fund Beginning Balance	 \$413,576.38
Receipts	\$ 0.00
Disbursements	\$ 49,992.90
Ending Balance	\$363,583.48

COVID Fund Beginning Balance	\$ 5,012.83
Receipts	\$121,139.36
Disbursements (50 th Ave)	\$ 1,992.50
Ending Balance	\$124,159.69

Total Cash Beginning Balance	\$598,561.42
Receipts	\$130,943.53
Disbursements	\$ 57,887.13
Ending Balance	\$671,617.82

Mr. Whitcomb moved to approve the July Cash Control Statement. Seconded by Mr. Duden. Motion carried.

July Payroll

Gross	\$5,692.25
Net	\$4,686.98

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

Election Payroll and Expenses:

Payroll	\$2,408.75
Expenses (mileage & food)	\$ 475.28

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

Scott Wehr Escrow Refund:

Mr. Dahl reported that Scott Wehr's driveway had received final approval. He asked for a motion to refund \$150 (50% of original fee) to Mr. Wehr.

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

Claims for Approval:

Total Claims through August 16	\$14,669.62
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Mr. Duden moved to approve the claims list. Seconded by Mr. Wilhelm. Motion carried.

Richard Reiman Escrow:

Mr. Duden reported that he had contacted Mille Lacs County about the Richard Reiman septic escrow. The County replied that it had no jurisdiction in the matter because the Township was issuing septic permits at the time. Mr. Reiman has had a temporary receptacle in place for several years, with regular pumping. He is now trying to install an SSTS, but needs the escrow money to pay for the septic system.

Mr. Dahl requested that he and Mr. Whitcomb be assigned to research the history of the escrow and deliver a report and recommendation at the September meeting. Mr. Stoeckel moved to appoint Mr. Dahl and Mr. Whitcomb to the task. Seconded by Mr. Whitcomb. Motion carried.

Zoning Administrator's Report

Setback and Accessory-Building Ordinance Amendments

As directed by the Board at its July 19 meeting, Mr. Richards presented the final draft of Ordinance 2022-2 along with Resolution 2022-10 approving summary language for publication of the ordinance.

Mr. Whitcomb moved to adopt Ordinance 2022-2 amending zoning ordinance chapters 200 and 300 governing standards for setbacks and accessory buildings in the various districts.

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

Mr. Duden—Aye; Mr. Stoeckel—Aye; Mr. Whitcomb—Aye; Mr. Wilhelm—Aye.

Motion carried unanimously.

Mr. Whitcomb moved to adopt Resolution 2022-10 approving summary language for publication of Ordinance 2022-2. Seconded by Mr. Duden. Mr. Stoeckel called the roll:

Mr. Duden—Aye; Mr. Stoeckel—Aye; Mr. Whitcomb—Aye; Mr. Wilhelm—Aye.

Motion carried unanimously.

10082 55th Street Code Enforcement

Mr. Richards reported that he had, as directed by the Board, contacted Township Attorney Jason Hill about the status of the code enforcement at 10082 55th Street. Mr. Hill responded that the nuisance clean-up had been the enforceable issue. However, the vehicle in the cartway is not a code violation. The cartway is an issue between neighbors. He recommended taking no further action against the property owner, but continuing to monitor the site for accumulation of trash or other nuisance collections.

Mr. Duden moved to accept the Attorney's recommendation to take no further action against the property owner while continuing to monitor the site. Seconded by Mr. Whitcomb. Motion carried.

New Business

Township Engineer's Report on the Silver Lake Oaks Development Agreement Task List

Township Engineer Todd McLouth advised that the Silver Lake Oaks Development Agreement's two-year warranty period will expire in November. His firm's inspector reviewed the site in late July to determine what items from the 2021 punchlist had been completed. The inspector found no progress against the list. Mr. McLouth emailed the updated punchlist to Mr. Jondahl on July 29 urging him to act on the list. To date, Mr. McLouth has received no response from Mr. Jondahl, and has observed no further action toward completing the list.

Mr. McLouth recommended taking the matter up with the Township Attorney with the goal of prompting action from Mr. Jondahl or, failing that, having the Township complete the work and recover its costs from the development's \$50,000 Letter of Credit.

Mr. Whitcomb moved to authorize Mr. McLouth to work with Township Attorney Jason Hill to prepare a letter to Mr. Jondahl advising him that he must complete the punchlist or the Township will take over the tasks on the list and recover the costs from the Letter of Credit. Seconded by Mr. Duden. Motion carried.

Final Action on 33rd Street and 82nd Avenue Project

Mr. McLouth reported that his inspector had reviewed the work on 33rd Street and 82nd Avenue. All work is satisfactory. He recommended that the Board declare the project completed. The

project's deadline is September 15, 2022. The item will go on the September 20 meeting agenda.

Snowplowing Quotes

The snowplowing quote public notice will be published in the Union-Times editions of September 1 and 8. Deadline for submitting quotes will be Friday, September 16. The contract will be awarded at the September 20 meeting.

Mr. Duden is preparing revisions to the Township Snowplowing Policy for consideration at the September 20 meeting.

Special Event Permits for Long Siding Station

Long Siding Station has applied for two special-event permits:

- Saturday, September 10, benefit for Mitch Hackbarth from 12:00—4:00 p.m.
- Saturday, September 17, car show from 10:00 a.m.—4:00 p.m.

Mr. Duden moved to approve both special-event permit applications. Seconded by Mr. Wilhelm. Motion carried.

Supervisor Reports

Road Supervisor:

Mr. Whitcomb reported on grading, graveling, dust control, mowing, and brushing progress. Crew is working on removing remaining signposts.

The west ditch on the middle section of the north end of 100th Avenue has gotten filled in over the years, and needs to be excavated. To undertake the project the Township must get quotes from contractors, as well as a wetlands exemption permit from Mille Lacs County. Mr. Whitcomb estimates that excavation will produce about 400 cubic yards of soil which he proposes using for flattening slopes along 82nd Avenue and 33rd Street.

Mr. Whitcomb requested approval to acquire a wetlands exemption permit from Mille Lacs County to enable work on the ditch at the north end of 100th Avenue. Permit fee is \$100. Mr. Duden moved to approve the permit fee. Seconded by Mr. Whitcomb. Motion carried.

Mr. Duden moved to authorize requesting quotes for the proposed ditch excavation at the north end of 100th Avenue and related slope-flattening on 82nd Avenue and 33rd Street. Seconded by Mr. Whitcomb. Motion carried.

Mr. Whitcomb presented a plan map and quote sheet to use in requesting quotes for removing trees along selected township roads where trees are encroaching on the right-of-way. The plan specifies nine locations needing work. The map and quote sheet are attached to these minutes as exhibits. Quotes will be requested from three contractors: Jake's Top Notch Dirt Works, Jesse Ewert, and Thomas Lundeen. Contractors will quote on each section individually, and each section will be awarded individually.

Mr. Stoeckel:

Mr. Stoeckel reported on:

- Actions of the Airport Commission and City Planning Commission.

- The opportunity to present a resolution to the Minnesota Association of Townships (MAT) annual meeting.
- The upcoming Township Legal Seminar to be presented by Couri & Ruppe attorneys. He encouraged members to attend one of the sessions (September 10 & 17, October 1). He attended last year, found it very valuable, and intends to go again.

Township Planning Commission Liaison:

Mr. Wilhelm noted that the Planning Commission meeting had been cancelled.

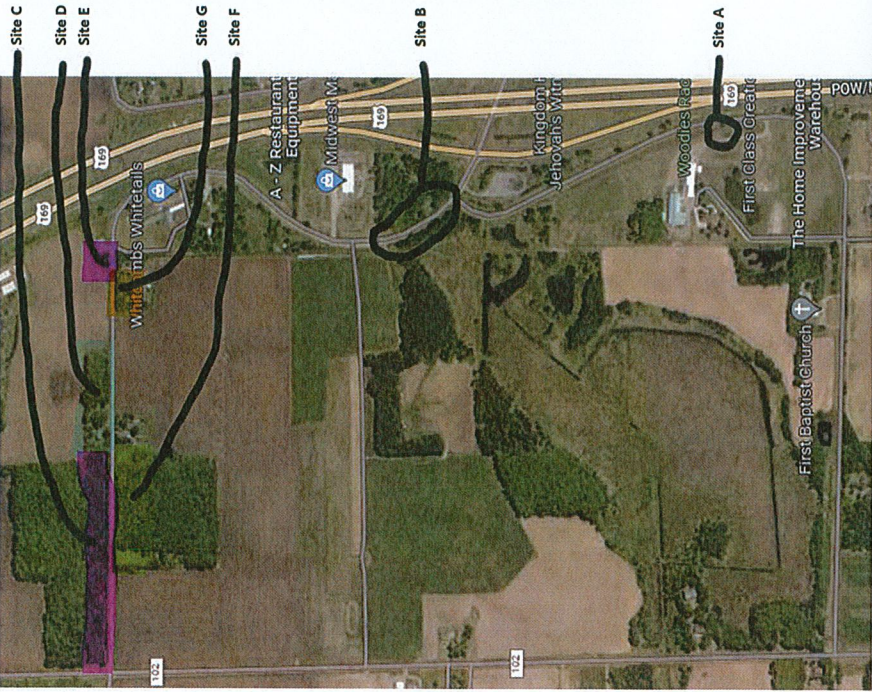
Adjourn

Mr. Whitcomb moved to adjourn. Seconded by Mr. Wilhelm. Motion carried.

Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Doug Dahl
Clerk-Treasurer



Quote worksheet for Princeton Township

Work to be completed before Dec. 11, 2022 and invoice submitted to the township by Dec. 13, 2022.

The township reserves the right to award each schedule separately or totally to one or more contractor/s according to the schedule quote.

The township reserves the right to delete a schedule to fit within the townships budget.

Quotes are due back to the township by Tuesday, Sept. 13, 2022. Selection of contractor/s will take place during the Sept. 20, 2022 board meeting.

Site	Location description	Work Description	Lump Sum	Quote
A	South Baptist Church Road Wood chips can be blown into township ditches.	Tree removal and disposal (1 tree is marked in orange to be removed) Cut flush to ground to allow mowing without catching blade.	1	
			Total	
B	North Baptist Church Road Wood chips can be blown into township ditches.	Tree removal and disposal (2 trees are marked in orange to be removed) Cut flush to ground to allow mowing without catching blade.	1	
		Trim over hanging limbs within 30' of road centerline, up to 30' above road surface.	1	
			Total	
C	40th St. (M. Sanford - N. side) Wood chips can be blown into township ditches. Coordinate with the land owner and Township so that we can be present when trees are being cut down. The land owner will be keeping all trees over 4". Cut after the leaves have fallen. Cut logs to 102". Pile 102" logs on the east end of the property, approx 60' north of 40th Ave. Push all remaining debris back 33' from road centerline onto the landowners property.	Tree removal and disposal (all trees marked in orange are to be removed)	1	
		Stump removal out to 30' of road centerline	1	
		Trim over hanging limbs within 30' of road centerline, up to 30' above road surface.	1	
			Total	
D	40th St. (Braun - N. side) Wood chips can be blown into township ditches.	Tree removal and disposal (all trees marked in orange are to be removed)	1	
		Stump removal out to 30' of road centerline	1	
		Trim over hanging limbs within 30' of road centerline, up to 30' above road surface.	1	
			Total	
E	40th St. (Minks - N. side) Wood chips can be blown into township ditches.	Tree removal and disposal (all trees marked in orange are to be removed)	1	
		Stump removal out to 30' of road centerline	1	
			Total	
F	40th St. (Bennett - S. side) Wood chips can be blown into township ditches.	Tree removal and disposal (Tree marked in orange are to be removed) Cut flush to ground to allow mowing without catching blade.	1	
		Trim over hanging limbs within 30' of road centerline, up to 30' above road surface.	1	
			Total	
G	40th St. (Ruter - S. side) Wood chips can be blown into township ditches.	Tree removal and disposal (Tree marked in orange are to be removed) Cut flush to ground to allow mowing without catching blade.	1	
		Trim over hanging limbs within 30' of road centerline, up to 30' above road surface.	1	
			Total	
H	Spruce Drive (E & W. side) Wood chips to be hauled away.	Tree removal and disposal (Tree marked in orange are to be removed) Cut flush to ground to allow mowing without catching blade.	1	
		Trim over hanging limbs within 30' of road centerline, up to 30' above road surface.	1	
			Total	
I	45th St. (Brickton Rd. ext. - S. side) Wood chips can be blown into township ditches.	Tree removal and disposal (Tree marked in orange are to be removed) Cut flush to ground to allow mowing without catching blade.	1	
			Total	
		If trees are not removed, trim over hanging limbs on the road side 30' above edge of road	1	
			Total	

Contractor information

Insurance info.

Signature _____

Date _____