

Wabedo Township Board of Supervisors
Monthly Meeting
January 10, 2012

Present: Chair Ron Stokesbary, Supervisors Bob Adelman, Bill Gehrman, Deputy Treasurer Alicia Burgers and Clerk Barbara Anderson. Treasurer Carole Houghton joined us by SKYPE for the financial part of the meeting.

Call to order – Chair Stokesbary called the meeting to order at 7:00 pm at the town hall.

Pledge of Allegiance – The Pledge of Allegiance was recited.

Approve the agenda – The following items were added to the agenda for this meeting: Review Wages, Fire Department and Hunter Lake Turnaround. MOTION: Adelman/passed: Approve the amended agenda.

Approve the minutes - MOTION: Adelman/passed: Approve the minutes of the December 13, 2011 meeting as written. MOTION: Approve the minutes of the special road meeting on January 5, 2012 as amended.

Reorganize the Board – MOTION: Gehrman/passed:

**Wabedo Township Resolution
#2012 – 001**

Wabedo Township Board Organization - Supervisor Roles

Whereas; Wabedo Township is governed by a three person Board of Supervisors, and;

Whereas; the Wabedo Township Board wishes to divide supervisory responsibilities between and among those supervisors, and;

Whereas; Wabedo Township Board of Supervisors deems it in the best interest of the township to document those responsibilities, and;

Whereas; the Wabedo Township Board of Supervisors determines it is the best interest of the township to create backup positions and a Vice-Chair position to perform the duties when the primary supervisor is unavailable;

Now therefore; the Wabedo Township Board of Supervisors agrees to divide responsibilities as shown in the following **Wabedo Township Supervisor Roles**. This resolution supersedes and replaces any previous declarations or resolutions concerning Supervisor Roles.

Approved this 10th day of January, 2012. Supervisors voting YES: Adelman, Gehrman, Stokesbary; NAYS-none; Absent-none; Abstain-none

Wabedo Township Supervisor Roles

Chairman - Stokesbary / Vice-Chair - Adelman

Presides at all meetings

Manages General Fund disbursements – approves/signs all related invoices

Prepares annual budget and levy recommendations for General Fund

Liaison to Planning Commission

Manages all aspects of town hall (repairs, maintenance, etc.)

Snowplowing and mowing grass

Approves/signs Town Hall related invoices

**Wabedo Township Board of Supervisors meeting
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Recommends town hall policies

Road Supervisor - Gehrman / backup – Stokesbary

Liaison to road contractors

Recommends road maintenance activities

Recommends gravel application

Meets with contractors periodically/discusses road issues

Prepares/issues work orders for all road related activities

Inspects roads in spring with contractors and Board and in fall with Board

Recommends changes to road related policies (snow plowing, driveway, etc.)

Manages all gravel pit activities

Recommends gravel crushing amounts, types, schedules

Manages chloride application activities

Recommends roads for chloride treatment

Schedules and oversees chloride application

Manages work of township mowing employee

Directs when/where to mow

Recommends mowing, brushing activities

Schedules tractor maintenance

Calls employee for emergency work (remove tree from road, etc.)

Manages all traffic sign/culvert related activities

Recommends replacement/addition/removal

Maintains road history information

Road easements/ROW

All road related costs by road

Signs and culverts database and associated policies

Prepares monthly report for Board of road related activities

Prepares annual report for Annual Meeting (summary of activities)

Prepares annual budget and levy recommendations for Road & Bridge

Recommends changes to road contracts

Inspects/approves work completed

Approves/signs all road related invoices

Authorized to spend up to \$500 without Board approval for road related expenses

Fire Supervisor - Adelmann / backup - Stokesbary

Liaison to Longville Fire Department

Chairs the joint powers board for the fire department

Represents Wabedo Township at joint powers meetings

Reviews joint powers agreement annually

Manages all aspects of fire department relationship

Prepares annual report for Annual Meeting of Fire Department costs, activities

Prepares annual budget and levy recommendations for Fire Department

Approves/signs all fire department related invoices

Recommends changes in joint powers, joint powers contract, other fire related activities

**Wabedo Township Board of Supervisors meeting
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SSD Supervisor - Adelman / backup - Gehrman

Manages contracts for SSD related activities

Telephone lines and alarm monitoring

Maintenance, pumping, inspecting, etc.

Receives and reviews quarterly inspection report

Recommends changes to SSD activities, billing, and other related items

Reviews annually with property owners for feedback

Reviews annually with contractors for changes

Approves/signs all SSD related invoices

Authorized to spend up to \$500 without Board approval for SSD emergency expenses

Review of Wages – The Board reviewed the wages of the Board, Clerk, Treasurer, and Planning Commissioners and decided to leave the same for one more year. The Board asked the clerk to gather election judge wage data from surrounding township and present this information at the June meeting.

Treasurer’s report – Deputy Treasurer’s Burgers read the Cash Control Statement for December 2011. MOTION: Adelman/passed unanimously: Accept the treasurer’s report with the balance in all funds as of 12/31/11 was \$218,814.95 and investments total \$23,973.53. A copy of the report is attached to the original minutes of the meeting.

Budget work for 2012 – The Board discussed the proposed budget presented by Houghton.

Resident’s concerns – There were none.

Road & Bridge

Road Supervisor’s report - Gehrman reported that everything is going well with the roads. There has not been any snow. He did hand out the yearend report from Felton Brothers on the work they did in 2011.

Report from Jan. 5th meeting – Stokesbary explained that the board has decided to use a written road contract for the 2012 and to divide the roads into 3 types. Each type will receive different amount of road work. The type was determined by the number of houses on each road. Stokesbary is working with the township lawyer on the final wording of the contract. Road quotes will be in the newspaper this month for review next month.

35 mph speed limits – MOTION: Stokesbary/passed:

RESOLUTION # 2012-0002
Wabedo Township
Cass County, Minnesota

**A RESOLUTION TO ERECT REGULATORY SPEED
SIGNS IN RURAL RESIDENTIAL DISTRICTS**

WHEREAS, Minn. Stat. § 169.14, subd. 2(a) establishes a 35 M.P.H. speed limit on town roads in rural residential districts;

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WHEREAS, a “rural residential district” is defined in Minn. Stat. § 169.011, subd. 69a, as “the territory contiguous to and including any . . . town road that is built up with visible dwelling houses situated at intervals averaging less than 300 feet or less for a quarter mile or more.”;

WHEREAS, the town board has determined, as a result of on-site inspections, the following road(s) or road segment(s) are within a rural residential district as defined above:

- a portion of Glenmar Rd Ne extending from approximately 1.65-2.3 miles from State Hwy 84;
- a portion of Stoney Creek Rd Ne extending from approximately 0.2-1.2 miles from its intersection with Wabedo Frontage Rd Ne.

WHEREAS, as a town road(s) within a rural residential district the legislature has established the speed limit to be 35 m.p.h. without the need for a speed study by the Minnesota Department of Transportation;

NOW, THEREFORE, BE IT RESOLVED, by the town board of Wabedo Township, Cass County, Minnesota, that 35 m.p.h. regulatory speed limit signs be erected on the above described road(s) or road segment(s) in accordance with the Minnesota Uniform Manual on Traffic Control Devices.

Hunter Lake Turnaround – The clerk reported she did not work on this the past month. She will contact the township lawyer Ruppe for the wording.

Old business:

- **SSD Maintenance Agreement with Northland Septic** – Stokesbary gave an update on the changes that are needed to change monitoring service providers from Crow Wing Power to Northland Septic. The board is working with both companies to make the transition go smoothly. While working on this the board has discovered that Crow Wing did not always bill the township for repairs that were needed. Also the township needs to update the operating permits from Cass County. Rate hearings for each SSD will be scheduled for the spring.
- **Review all resolutions for the township** - The Board reviewed a book resolutions and ordinances for the township since 1903. Pages were removed from the book that were not Wabedo Township resolutions, but were rather recommended resolutions to Cass County Association of Townships. MOTION: Stokesbary/passed: Repeal the following resolutions: 0/14/1908, 10/5/1909, 11-14-1933, 4-13-1960, 1-12-1982, 12-2005-01, 10-09-08-1, 10-09-08-02, 11-18-08-1 and 5-12-09-1.
- **Town hall update** – Stokesbary reported that the present town hall is listed for sale through Gallery Homes and Pat Boen is the agent.

New business

- **Approve the claims**- The Board had received a copy of the Claims Approval List in their board packet for review prior to the meeting. MOTION: Gehrman/passed unanimously: Approve electronic payments for claims 1112-1114 and approve payments of claims 8981 through 8993 with all claims totaling \$18,638.53 and payroll of \$1,010.51. A list of the claims is attached to the original minutes of this meeting.

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- **Mule Lake Store Liquor License** - The Board received a request for approval of a 3.2 beer liquor license for Mule Lake Store for Big Thunder Enterprises LLC and Evan Foss. MOTION: Adelman/passes: Approve the Mule Lake Store Liquor License request.

- **Fire Department** – Adelman, the fire department representative for Wabedo Township, presented the fire department budget for 2013. Wabedo’s portion of the budget is \$27,024.85. This is down about \$2,600 from 2012. The valuation of Wabedo Township went down about 15% and that is why the large savings.

Planning Commission – Craig Anderson

- **Sima variance** - Anderson reported that this variance request has been postponed until March.

MOTION TO CLOSE THE MEETING: Adelman/passes: Close the next portion of the meeting.

OPEN MEETING – MOTION: Adelman/passes: Open meeting.

ADJOURNMENT - MOTION: Adelman/passes: Adjourn. The meeting adjourned at 9:27 p.m.

Respectfully submitted

Approved

Barbara Anderson, Clerk

Ronald Stokesbary, Chair