

**BEMIDJI TOWNSHIP TOWN BOARD
REGULAR BOARD MEETING
Tuesday, October 23rd, 2012
MINUTES**

PRESENT: Jan Heuer, Pete Fredrickson, John Rowles, Lowell Vagle, Brian Merschman, Erin Stieg, Michelle Anderson

CALL TO ORDER: The second monthly meeting of the Bemidji Township Town Board was called to order at 6:02 p.m. by Chairperson Jan Heuer and the pledge of allegiance was recited.

AGENDA: Peaceful Meadows/ Anita's Way was added under "Roads" and Poor Farm Cemetery, December Meeting Dates, Front Bulletin Board and Skype Communication were all added under "Other Business". Lowell Vagle made a motion, seconded by Pete Fredrickson, to approve the revised agenda. Motion carried unanimously.

MINUTES: The meeting minutes for September 25th, 2012 were reviewed and "Roosevelt Rd." was inserted under "Roads". Pete Fredrickson motioned to approve the revised minutes. The motion was seconded by Brian Merschman and carried unanimously.

CONSTITUENTS (see attached attendance sheet): No issues at this time.

COMMITTEE REPORTS

Roads: Pete Fredrickson spoke with Donna, the chairperson for Frohn Township, regarding the road trade proposal with the County for maintenance of Van Buren Ave. S.E. She suggested that Bemidji Township inform everyone on Van Buren Ave. of what the proposal is. Frohn Township Board meeting is on November 20th at 7pm. Pete and John will go to that meeting and report any updates. Bruce Hasbargen of Beltrami County has been invited to the Town Board meetings to discuss road swap proposals. It was mentioned that solicitations for bids on road contracts should start in March, 2013.

Peaceful Meadows/ Anita's Way: Jan talked with a project manager for MN Dept. of Transportation. They never asked for Bemidji Township to take the roads over, so the township will not be maintaining those roads. Some discussion followed about JD Hansen not maintaining other roads that have been annexed into city limits.

Lowell left at 6:24pm for BATO Candidate meeting.

Signs: According to MN Dept. of Transportation, the stop signs at 16th street and Buchanan in Grant Valley may be removed. Pete will contact Grant Valley chairperson, Russell Hiltz, regarding this issue.

Fire: John Rowles reported on the rural fire association meeting that all reps were in favor of the Rural Fire District. It will have its own taxing authority mandated by the state. The city will charge them for use of the main fire hall, and constituents are favorable of building another fire hall in Bemidji Township. There will be a governing board with no more than 2 reps from each LGU. Pete Fredrickson voiced 2 concerns: 1) each local unit should only have one vote, and if the vote is not unanimous, then it should not pass 2) the Township should write down our expectation of the structure of the fire district and it needs to know the costs. They should make sure it is economic. John stated that a Rural Fire District would mean better fire protection, and lower overall costs. Jan suggested a work session just for this topic and a meeting with Fire Chief David Hoeffler before the next rural fire association meeting. The item will be added to the November 13th agenda for the Board meeting as an extension.

Weeds: Charles and Shirley Buus submitted a letter to the township along with a weed plan in response to a complaint made in August, 2012. He will be working to eradicate the weeds on his property in the spring of 2013; however, Mr. Buus expressed some concern about weeds on surrounding properties. Brian will talk to Dick Anderson about this and keep the Board updated. The clerk will draft a letter to the original complainant to notify them of the progress on this issue.

Joint Governance: The tentative date for the Joint LGU meeting is Tuesday, November 20th, at 6:00pm. Bemidji Township officials are not committing to that date until an official agenda is received in the clerk's office. Pete Fredrickson made a motion that Bemidji Township will not go to the Joint LGU meeting if a final, official agenda is not received in the clerk's office by 12:00 p.m. on November 5th, 2012. Erin will contact the Board on or before whether the agenda has been received. This is so that proper legal notice can be made in the Bemidji Pioneer and to ensure that the Township attorney can attend, if needed. Brian Merschman seconded this motion and it carried unanimously.

Legal Issues: Bemidji Township is entering into "Discovery Phase" of the legal proceedings and may need to have closed meetings to discuss issues as they come in.

JOINT PLANNING:

JPC Members: All JPC members were absent at the meeting. Joe McKinnon did send an email stating previous engagement. Monte Eidem will be traveling for the rest of this year and has vacated his position as JPC representative. Bemidji Township has asked Michelle Anderson if she would be interested in filling this position. Ms. Anderson has accepted the appointment, but will not be able to officially start until January 1st, 2013. Jan Heuer made a motion to appoint Michelle Anderson for JPC Representative for Bemidji Township starting on January 1st, 2013. Brian Merschman seconded that motion and it was passed unanimously. The clerk is to write a letter to the Joint Planning Office notifying them of the appointment.

Ag Restoration: There was some discussion about the Joint Powers Agreement and about everyone in the township being notified of changes.

OTHER/ CLERK BUSINESS:

2012 Newsletter/ Website: The clerk received an email from TJ Designs regarding the website. They are currently putting together samples of templates for the Board to look at. Erin will have more information at the next meeting.

Review Town Hall Policy: The Town Hall usage policy/agreement was reviewed and several changes were made. "For Profit" and "Non-Profit" usage was omitted from the contract. It was agreed the all "for profit" events will be prohibited. Resident rental fees were changed from \$25.00 per meeting to \$50.00 per day and the hours of Town Hall usage were defined as 8 a.m.-8 p.m. Non-resident fees were changed from \$50.00 per meeting to \$100.00 per day and government group fees were changed from \$50.00 per meeting to \$500.00 per day. The deposit fee was changed from \$25.00 to \$100.00 with wording changed to say that this fee will not be returned if the policy is not adhered to. Policy no. 10 was added to say "All tables and chairs must remain in the Town Hall." Provision no. 9 was added to say "All trades, sales, and camping is prohibited". Other small wording changes were made and the clerk will make all the final changes on the policy. However, the Board has suspended usage of the Town Hall until further notice.

MN Dept. of Health- Septic Tank Cover: A water inspector came to take samples of the Town Hall water supply, he noticed the septic tank cover outside was damaged and screws were missing. Pete Fredrickson motioned to have Wagner's Plumbing and Heating come out to fix or replace the septic tank cover at the clerk's cost discretion. Brian Merschman seconded and the motion was passed unanimously.

Application for Storm Damage Assistance: The application for financial reimbursement of funds spent on storm damage cleanup has been turned in to Beltrami County. The clerk will keep the Board updated on its progress.

Poor Farm Cemetery: Jan Heuer received a call from Carolyn Miller, a resident of Bemidji Township, regarding Poor Farm Cemetery. Apparently someone was hired to clean up debris after the July storm, but now grave markers have been removed and people cannot tell where the graves are. Jan has contacted Beltrami County as well as the Office of the State Archeologist to get this matter taken care of. She will keep the Board and constituents updated on this item.

December Meeting Dates: Due to the Christmas Holiday in December, Brian Merschman motioned that the Town Board only meet once on December 11th, 2012 and resume twice monthly meetings in January, 2013. Pete Fredrickson seconded the motion and it was passed unanimously.


Front Bulletin: Jan Heuer noticed that the notice of Town Board meetings and the Board Officials information posted outside of the Town Hall needed to be updated. The clerk will take care of this.

Skype Communication: Lowell stated that he will not be here for the first meeting of the month from January 2013- March-2013. Jan Heuer suggested that a laptop computer be brought in for those meetings to use Skype communication. This item will be discussed further at the next meeting.

ADJOURN:

Brian Merschman made a motion, seconded by Pete Fredrickson, to adjourn. Motion carried and the meeting was adjourned at 8:50 p.m.

Prepared by Erin Stieg, Bemidji Township Clerk



Erin Stieg, Bemidji Township Clerk

Approved 11/13/12



Jan Heuer, Chairperson