

**BEMIDJI TOWNSHIP TOWN BOARD
REGULAR BOARD MEETING
Tuesday, November 13th, 2012
MINUTES**

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

CALL TO ORDER: The regular meeting of the Bemidji Township Town Board was called to order at 6:00 p.m. by Chairperson Jan Heuer and the pledge of allegiance was recited.

AGENDA: After review, "BRACO" was added under "Committee Reports" and "Skype Communication" was added under "Other Business". Pete Fredrickson made a motion, seconded by Brian Merschman to approve the revised agenda. Motion carried unanimously.

MINUTES: The meeting minutes for October 23rd, 2012 were reviewed and Brian Merschman motioned to approve the minutes as printed. The motion was seconded by Pete Fredrickson and carried unanimously.

CONSTITUENTS (see attached attendance sheet): There were no constituents in attendance.

COMMITTEE REPORTS

Roads: Van Buren Ave. Road Trade: Pete Fredrickson, road supervisor stated that the process has not been started yet, but Bemidji Township will send out letters to residents on the Frohn Township side of the road to let them know what our plans are. John and Pete were going to go to the Frohn Township meeting on Nov. 20th, but in light of the Joint LGU meeting being that night, it was decided that they will attend the December meeting in Frohn Township.

Peaceful Meadow Lane/ Anita's Way: Pete Fredrickson motioned that due to work on highway 71 being finished for over a year, and because we have not received correspondence from MN DOT for maintenance of these roads, all previous communication between Bemidji Township and MN DOT regarding this subject be null and void. At this point, Jan Heuer excused herself from the meeting and Pete Fredrickson presided as acting chairperson. The reason for this motion was stated to release Bemidji Township of any future liability to maintain these roads. Lowell seconded the motion. Ayes: Brian, Pete, Lowell, John. Recused: Jan. The motion carried and the clerk will send a letter to MN DOT regarding this motion. Jan Heuer resumed the meeting at 6:22 p.m.

Letter from Grant Valley Re: Adams Ave: Bemidji Township received a letter along with an invoice for \$220.00 for the 2011 and 2012 snowplowing of Adams Ave. Grant Valley Treasurer Lynn Boyer is asking Bemidji Township to pay \$110.00 per year for the plowing of this road. Town Board officials agreed that this was reasonable and Pete Fredrickson moved to accept Grant Valley's request for the snowplowing charge of \$110.00 per year. Lowell Vagle seconded the motion and it carried unanimously.

Signs: Pete did not get a chance to talk to Grant Valley about having stop signs removed at 16th street and Buchanan. He will update the Board at the next meeting. Jan said Eckles Township is also having difficulty working with Beltrami County to replace their stop signs. Jan talked to a MN DOT engineer about the issue to see if they would be able to help and they said other townships are having the same problem, but they don't know what they can do since this has never been an issue before. Pete suggested that Lowell bring the issue up at the next BATO meeting. Lowell reminded him that he will not be here for the next meeting, so this item as well as having someone to go to BATO in Lowell's place will be added to the agenda for 12/11/12.

Fire: Jan received an email from Fire Chief Dave Hoefer and it shows that Pete's Place south has received U.L. approval of the Field Beta Testing that was requested in July of this year. No further updates.

Weeds: No report.

Joint Governance: Tuesday, November 20th has been set for the Joint L.G.U. meeting. Jan has asked Attorney John Steffenhagen if he wants to meet with the board before the meeting. She hasn't heard back yet. There was some discussion about the official agenda for the meeting. The letter to the JPO regarding the appointment of Michelle Anderson as Bemidji Township Representative for the JPC was signed and Pete motioned to have the clerk send the letter. Brian seconded and the motion passed unanimously.

BATO: Lowell Vagle gave a report about the "Meeting with the Candidates" that was held on October 23rd. There was poor attendance from constituents, and questions primarily consisted of "Roads" items and what was important to the County/State. There was some discussion about "excess of monies", and most candidates denied there even being any excess. There was also discussion about "incorporation" of townships into their own entities and restoration of local state aid.

Legal Issues: Star Hollman with the Office of Administrative Hearings has been sending correspondence to the Bemidji Township office asking for a resolution (in support of, against, or neutral) of the detachment petitions recently filed in their office. Jan has spoken with the attorney for Bemidji Township and he has counseled her to not reply in support, against, or neutral to the request because it would risk giving validation to the Orderly Annexation Agreement. No discovery has been received yet by Bemidji Township and no motions for discovery have been filed on the Township as of this meeting.

BRACO: Lowell reported that call-ins were down for Bemidji Township, but Northern was up. A couple of bites have been reported. No other updates.

TREASURER'S REPORT: Tim Wang presented the treasurer's report as follows:

Beginning Balance 9/30/2012 \$609,106.79

Receipts

State of Minnesota	\$	1,060.82
Money Market Interest	\$	129.62
Total	\$	1,190.44

Disbursements

General	\$	4,144.43
Road & Bridge	\$	4,231.95
Fire	\$	0.00
Total	\$	8,376.38

Ending Balance 10/31/2012 \$601,920.85

Pete Fredrickson made a motion, seconded by John Rowles, to approve the Treasurer's Report as printed. The motion carried unanimously. This report was filed subject to audit.

Bills:

Pete Fredrickson made a motion, seconded by Lowell Vagle to approve the payment of checks 10029 to 10063 (see attached Claims List and Net Pay Distribution lists) and to approve the Beltrami Electric, First National Bank, Minnesota Energy, Otter Tail Power, and Paul Bunyan Communications automatic withdrawals. The motion passed unanimously.

Pete Fredrickson made a motion, seconded by Brian Merschman, to approve the sale of investments for \$19,500.00 from money market fund to checking. The motion passed unanimously.

At this point, Pete Fredrickson wanted to readdress "Roads". He made a motion for Bemidji Township to have a policy to always use class-1 modified gravel with 8 % minimum passing the 200 sieve and a 10% maximum passing the sieve. This will make for nicer gravel roads in Bemidji Township. Brian Merschman seconded the motion and it was passed unanimously.

JOINT PLANNING:

JPC Representatives Attendance: No JPC representatives were present at the meeting, but it was not required at this meeting.

Huber Zoning Violation: An email from Andrew Mack of the Joint Planning Office was reviewed regarding a parking lot at Pete's Place South and a violation concerning the amount of green space on their property. It was decided that Mr. Mack should come to the Town Board meetings in person to discuss these items. There was no further discussion.

Comprehensive Plan- Subcommittee: Pete received an email from Mayana Rice of the Joint Planning Office asking him to take part in a subcommittee to work on the "Infrastructure/Transportation/ Public Services" chapter of the Comprehensive Plan for the Joint Planning Board. No action will be supported at this time, but the Board believes it should be discussed in person. Pete will contact Mayana to go through the proper channels, and will "cc" Jan and Erin with the correspondence.

Ag Restoration: Bemidji Township is continuing to perform research on this item.

OTHER BUSINESS:

Liquor License Renewal for Pete's Place: Pete Fredrickson motioned to renew the Liquor license for Pete's place south. Lowell seconded the motion, and Brian asked what their fee is. Tim Wang said it is set by the state. Motion passed unanimously. The form was filled out and signed by the chairperson and clerk. The clerk will also type up a resolution to have on file regarding this item.

MAT Survey: The clerk received a survey to help the Minnesota Association of Townships determine how economic turndown has affected local governments. After review and discussion, Pete motioned to appoint Tim Wang, Treasurer, to fill the survey out and have Erin submit it electronically. Lowell seconded and the motion passed unanimously.

Website Templates: Erin Passed around examples of different templates TJ Design came up with for Bemidji Township to use on their website. The Board was asked to pick one from the examples and Erin will keep the Board updated on the progress. It was also mentioned that the meeting dates on the current website need to be updated, so Erin will handle that as well.

Town Hall Rental Request: There was a request to use the Town Hall for a Graduation Party on June 1st, 2013. After some discussion, Bemidji Township cannot commit to anything at this time but will keep the resident informed closer to that date.

New Election Booths: It was brought to the Board's attention after the November 6th election that the voting booths are unsteady and outdated. Brian Merschman motioned for the clerk to do a feasibility study/ cost study for new election booths and a table with a partition for privacy, handicapped, and the elderly, to be done by January 8th, 2013. Lowell Vagle seconded the motion and it was passed unanimously.

Head Judge for March Election: It was mentioned that since the current clerk has not had any formal training on how to run the March election for 2013, that Lanee Paulson should be the Head Judge for the election. Pete Fredrickson made a motion for Lanee Paulson to be appointed Head Judge of the March, 2013 election. Lowell Vagle seconded and the motion carried unanimously.

Skype Communication:

Lowell stated that he will not be here for the Town Board Meetings from January 8th, 2013 to April 9th, 2013. After discussion, the Board felt it was better not to appoint a temporary supervisor to sit in for Lowell, but to be able to contact him via conference call for the meetings during that time. Pete Fredrickson made a motion that Bemidji Township will not appoint a replacement for Lowell Vagle because he will be at the meetings via conference call. Brian Merschman seconded the motion and it passed unanimously.

ADJOURN:

Brian Merschman made a motion, seconded by Lowell Vagle, to adjourn. Motion carried and the meeting was adjourned at 8:14 p.m.

Prepared by Erin Stieg, Bemidji Township Clerk


Erin Stieg, Bemidji Township Clerk

Approved 11/27/12


Jan Heuer, Chairperson