

BEMIDJI TOWNSHIP TOWN BOARD
REGULAR BOARD MEETING
Tuesday, September 10th, 2013 *October 8th*
MINUTES

PRESENT: Jan Heuer, Pete Fredrickson, John Rowles, Brian Merschman, and Erin Stieg-Clerk and Tim Wang- Treasurer

Absent: Lowell Vagle

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: Pete Fredrickson suggested moving the item "Treasurer's Report" to directly after Minutes. Jan omitted all Committee Reports except "Roads" and "BATO/BRACO" to accommodate for lack of time this evening since Brian and John will need to leave for the Rural Fire Association meeting beginning at 7:00pm. After review and discussion, Brian Merschman made a motion, seconded by Pete Fredrickson to approve the agenda with the amendments. Motion carried unanimously.

MINUTES: The meeting minutes for September 24th, 2013 were reviewed and Pete Fredrickson motioned to approve the minutes as amended correcting minor errors. The motion was seconded by Brian Merschman and carried unanimously.

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

Beginning Balance 8/31/2013 \$902,108.92

Receipts

Septic/Lot Division Permits	\$	200.00
Road Vacation Fee	\$	46.00
Capital Credit Refund	\$	48.85
Animal Care Clinic	\$	130.00
Money Market Interest	\$	146.79
<u>Total</u>	\$	571.64

Disbursements

General	\$	11,462.80
Road & Bridge	\$	1,114.10
Fire	\$	-----
<u>Total</u>	\$	12,576.90

Ending Balance 9/30/2013 \$890,103.66

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 Brian Merschman to approve the payment of checks 10241 to 10259 (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 \$23,500.00 from money market fund to checking. The motion passed unanimously.

CONSTITUENTS (see attached attendance sheet): No Constituent Issues

COMMITTEE REPORTS

Roads: Pete Fredrickson motioned to approve the one- year road service contract with JD Hansen & Sons, John Rowles seconded the motion and it passed unanimously. Chairperson Jan Heuer and Clerk Erin Stieg signed the contract. Pete also gave an update that a new culvert was installed on Jackson Ave. Some work is still yet to be done.

BATO/ BRACO: Pete Fredrickson made a motion appointing John Rowles as fill in for Lowell Vagle at the Oct.22nd BATO meeting and the Oct.23rd BRACO meeting. Brian Merschman seconded the motion and it carried unanimously.

OTHER BUSINESS:

- Checks Received-Status: After some discussion, Pete Fredrickson motioned to cash the check received from the City for annexed parcels (1st half of City share) and annexed mobile homes as long as the checks are endorsed with "Township needs verification of tax parcels and formula used in calculation". Since there was some error in the original amounts, verification is needed before Bemidji Township can agree that the amount of the checks reflects the actual amount of the obligation to be satisfied. Brian seconded this motion and it carried unanimously.
- MAT Annual Conference: Pete Fredrickson motioned to approve reimbursement of fees and costs associated for any Township Officer wanting to attend the Conference in November.
- Upcoming Elections: After some discussion about training for the Clerk to run the upcoming March Election, Brian Merschman made a motion for Erin to contact the County Auditor's Office for help and training materials. Pete Fredrickson seconded and the motion passed unanimously.

ADJOURN:

Because Brian Merschman and John Rowles needed to leave early for the Rural Fire association, Pete Fredrickson made a motion, seconded by Brian Merschman, to adjourn. Motion carried and the meeting was adjourned at 6:47 p.m.

Prepared by Erin Stieg, Bemidji Township Clerk

Erin E. Stieg Approved _____
Erin Stieg, Bemidji Township Clerk

Jan Heuer 10/22/2013
Jan Heuer, Chairperson