

**BEMIDJI TOWNSHIP TOWN BOARD  
REGULAR BOARD MEETING  
Tuesday, February 12<sup>th</sup>, 2013  
MINUTES**

**PRESENT:** Jan Heuer, Pete Fredrickson, John Rowles, Brian Merschman,  
Michelle Anderson

**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 and discussion, "Annual Meeting/Township Elections" was added under "Other Business". Pete Fredrickson made a motion, seconded by John Rowles to approve the agenda with the additions. Motion carried unanimously.

**MINUTES:** The meeting minutes for January 22<sup>nd</sup>, 2013 were reviewed and "MN Dot" was changed to "MnDOT". Brian Merschman motioned to approve the minutes as amended. The motion was seconded by Pete Fredrickson and carried unanimously.

**CONSTITUENTS/ VISITORS: (see attached attendance sheet):** Marion Reil came to discuss the Tyler Ave. /Van Buren Ave. road trade. She officially requested to be notified in writing anytime this item is on the agenda with an affidavit of mailing copy. Ms. Reil is opposed to the trade. Jan discussed facts about the trade and explained township road maintenance and why this issue is being explored. Calcium chloride uses were also discussed.

**COMMITTEE REPORTS**

**Roads:** A Letter from Knife River Materials was reviewed, Bemidji Township found it very informative and will keep it on file for future reference.

There was email from Gary Trublood about plowing streets. These are currently sand intersections. Pete Fredrickson will follow up on this.

Matt Murray came to discuss potential plat layout and road configuration for the property west of Pete's Place South. Perry Hillman, of Citizen's State Bank and Annette and Rick Schulke were with him as well. They met with MnDOT and they have approved as well as other agencies. John asked about the one access and if something blocked it how would services get back there. Jan asked about the utility easement, and Matt has a letter saying access location is okay. However, there are still concerns about bituminous and the possibility of adopting a road within a utility easement. It would need a new easement recorded before the township would even consider adopting the road. Jan discussed the township's process of adopting a roadway. Brian discussed lot sizes it was discussed that the road would be private until it could be adopted by the township. Since the property is outside City limits, there are no parkland dedication issues.

Continued discussion about Tyler Ave. / Van Buren Ave road trade: Pete motioned to invite residents along Tyler Ave. from Roosevelt to 23<sup>rd</sup> Street to the 2<sup>nd</sup> meeting in April to discuss the road trade further. Brian seconded the motion and it was passed unanimously.

**Signs:** No report.

**Fire:** It was requested that the clerk get a list of all townships and entities that are proposed to be in the new Rural Fire District.

**Weeds:** No report.

**BATO/ BRACO:** No report.

**Joint Governance:** There was discussion about the formula that the Joint Planning Office is using to determine the Township's annual financial contribution. Pete will bring the concerns up at the Joint Planning Board meeting on 2/13/13. It was also brought up that Bemidji Township's Joint Planning Board representatives would not be available for the meeting on March 13<sup>th</sup>, and request that the meeting be cancelled.

**Legal Issues:** No report.

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

Beginning Balance 12/31/2012    \$699,752.52

Receipts

Beltrami County Treasurer	\$	5,850.09
State of Minnesota	\$	22,610.00
Money Market Interest	\$	119.80
Total	\$	28,579.89

Disbursements

General	\$	4,688.29
Road & Bridge	\$	3,600.01
Fire	\$	- - -
Total	\$	8,288.30

Ending Balance 12/31/2012    \$720,044.11

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

**Bills:**

Brian Merschman made a motion, seconded by John Rowles to approve the payment of checks 10100 to 10112 (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.

John Rowles made a motion, seconded by Brian Merschman, to approve the sale of investments for \$11,000.00 from money market fund to checking. The motion passed unanimously.

**JOINT PLANNING:**

**Administrator's Report:** The administrator's report was reviewed along with the updated budget information. The Board will pay 1<sup>st</sup> quarter fees to the Joint Planning Office with the March, 2013 bills.

Septic Issue- the Board reviewed the Notice of violation for David Bergstrom, just for their information. No action was taken.

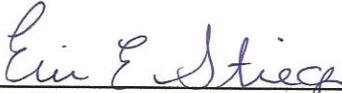
**JPC Representatives Attendance:** Michelle Anderson was present as a representative for the JPC. No other representatives were present.

**OTHER BUSINESS:** BAE Training- Brian and Pete both mentioned they would be interested in this training. The clerk will get them registered and notify them of the dates and times.  
Annual Meeting/ Meeting Dates- The second Town Board Meeting in February will be cancelled and the next meeting will be held on March 5<sup>th</sup>, 2013, along with the Board of Audit meeting at 5:00 p.m. March 12, 2013 will be the date for the Township Election and Annual Meeting. March 19, 2013 will be the second March meeting and the elected Board members will be sworn in at that time.

**ADJOURN:**

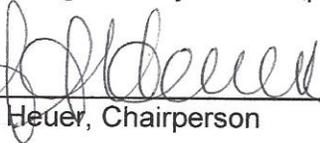
Pete Fredrickson made a motion, seconded by John Rowles, to adjourn. Motion carried and the meeting was adjourned at 8:45 p.m.

Prepared by Erin Stieg, Bemidji Township Clerk



Erin Stieg, Bemidji Township Clerk

Approved 3/5/13



Jan Heuer, Chairperson