

APRIL 11, 2023, TUESDAY, TOWN BOARD REGULAR MEETING, @ 6:00 PM, CROW WING TOWN HALL

Board Members Present: Chairman Doug Kern, Supervisor Paul Stephany, Supervisor Nathan Hulinsky, Treasurer Diane Stephany, and Clerk Sue Kern.

Doug called the **ANNUAL AWAIR TRAINING** meeting to order at 5:30 pm and the Pledge of Allegiance was recited. The township employees, planning commission members, and the Town Board members were present as listed on the roster. Doug stated the purpose of the training was to promote safety to employees and fulfill Statute 182.653 subd. 8. Doug reviewed the Workplace Accident and Injury Reduction Program with those present by reading aloud the important points, details and instructions pertaining to the employees. Topics such as workplace safety, hazardous materials, accident/injury related information, etc. were covered. Doug stated that if employees find something wrong or hazardous looking to contact a member of the board. Contact information for all Township Board members is on the township website. The first aid kits and fire extinguishers are available in the town hall, garage, tractor, and township truck. Employees were instructed to wash and care for wounds and call 911 for serious injuries. Any injury needs to be reported and appropriate forms completed. Safety vests are in the township truck, the storage shed and the office. Workers were encouraged to stay hydrated; wear safety glasses, gloves, safety vests and ear plugs where appropriate. They were instructed to carry a cell phone and keep an eye on the weather and seek shelter when needed. A sheet with instructions was given to each employee. The board welcomed feedback from those present and questions were asked and answered. There are cones and pop-up signs to warn traffic when they are working roadside. The AWAIR meeting adjourned at 5:45 pm.

The Regular Town Board Meeting was called to order at 6 pm by Doug and the Pledge of Allegiance was recited. Residents were reminded to sign the roster. There were no gopher bounties. Doug asked if there were any changes to the agenda. Paul had some housekeeping additions. Nathan made a motion to accept the agenda as amended. Paul seconded the motion. No discussion. Motion passed 3-0.

New Business: Representatives from Wild Rice Depot and North Central Speedway were present to renew their liquor licenses. Doug made the motion to approve the license for Wild Rice Depot. Nathan seconded. No discussion. Motion passed 3-0. Doug made the motion to approve the license for North Central Speedway. Paul seconded. No discussion. Motion passed 3-0. The necessary paperwork was completed. Justin Burslie from Sourcewell presented **Community Impact funding opportunities**. \$20,000 to \$50,000 funds will be presented to 10-12 area townships/cities on a lottery basis for community projects and purposes. Possibilities could include a truck, lawn mower, building additions, skidster or a brush mower. The Board discussed these options and more. The deadline is April 26th for all paperwork. A resolution was needed tonight to start the process. Doug made a motion to the resolution in support of implementing this acquisition for public property and roadway maintenance equipment to replace outdated equipment to serve the township more efficiently. Nathan seconded. No more discussion. Passed 3-0. Doug signed the resolution. Justin and the Clerk will work on additional paperwork. Sourcewell also has community matching funds up to \$10,000 and community boost funds of \$1000 that the Board will consider for much needed office equipment including a new copier/scanner, fireproof file cabinet or chairs. The matter will be discussed further.

Unfinished Business: **The faucet** in the utility room was discussed. It has a continuous drip. Paul has found the manual and will take care of the matter. **The septic** was discussed, and it was decided it should be scoped with a camera. Paul made a motion to have Fyle's scope the pipe at a cost not to exceed \$500. Nathan seconded. No further discussion. Passed 3-0. **The Township property** was discussed, and it was decided it would not benefit the township to go through the process of combining the property into one parcel.

Public comments: There are potholes popping up and they need to be filled.

Planning Commission Report: **Jacob Frie, Hydrologist for the DNR**, came to Planning and Zoning and introduced himself. He works with waterways, and he wanted the Township to know he was available for such matters. **Short Term Rentals** were discussed. Brad stated we needed to have language in place even though these situations would be

rare. Brad stated we needed to at least be as restrictive as the County or more according to statutes. The County has offered to take care of it completely. The Planning Commission is in full support, and it will be discussed at the May meeting. The options are to adopt the county language or come up with our own language. A public hearing will be needed. We are bound to do something. No action was taken. It will be discussed at the next meeting. Brad stated the **Deason** and **Mattern** violations are being addressed. **Storage fees** for Saehr Consulting were discussed. It is important to keep records secure and retrievable. Scott is charging \$65/month as a direct service cost. Brad will follow up.

Treasurers Report: Payroll was reviewed and approved. Claims #2007 to #2016 and #2023 to #2033 were reviewed and approved. Claims #2017 to #2022 were at the March 21, 2023, meeting.

Road Report: Doug said he had to do additional plowing of snow drifts. He talked with Brad Gorron regarding grading gravel roads this spring/summer. Doug stated he will be taking the plow off and changing the oil and then he will do sweeping and potholes. He has purchased a torch for cold patch to do the potholes.

Cemetery Report: No report.

Fire Administration: No report. Nathan stated the next meeting will be in June.

Administrative Business: The MATIT Consolidated Liability Coverage Renewal was reviewed. There was an increase in the cost of claims, reinsurance and administration this year's rates are at an increase of 9.8%. The invoice will come in June and payment will be due August 15, 2023. Doug made the motion to approve the liability coverage as presented. Paul seconded the motion. No further discussion. Passed 3-0.

Communications: We received mail from Jet Black, the Historical Society and CWCATO's upcoming meeting.

Paul has inquired at the Office Shop regarding the fireproof cabinet. The representative there stated our cabinet is so old that it probably is no longer fireproof and as noted previously the lock is broken and it cannot be repaired. He inquired as to how much space would be needed for permanent records legally. The Clerk and Treasurer will be working in the office and going through the records as they just had a course on Record Retention. Further Paul mentioned the need for a printer scanner/copier with internet connection, which is needed for P&Z and then the Treasurer would not have to haul her printer back and forth to the meetings. He saw one at the Office Shop in the \$500 range. Paul mentioned the possible need for a new conference table and the replacement of our broken chairs. These 4 items might be able to be purchased with matching funds from Sourcewell. Paul will check with Justin. Paul stated the garage needs to be cleaned and organized. The playground equipment is still in the garage. The insulation could be used to insulate a portion of the garage and the hoop shed may need to be disposed.

Announcements: Board of Equalization and Appeal is April 27th at 10:00 am. CWCATO is April 27th at 7 pm. The Road Tour is Saturday, April 29th, 9 am to noon.

Approve Minutes: The March 21, 2023, Meeting Minutes were reviewed. Doug made the motion to approve the minutes as written. Paul seconded the motion. No discussion. Passed 3-0.

Adjourn Meeting: Doug made a motion to adjourn at 8:03 pm. Paul seconded. No discussion. Motion passed 3-0.