



Fish Lake Township

2170 Brunswick Road
Harris, MN 55032
(651) 674-7709
www.fishlaketownship.com

Town Board Meeting Minutes

August 14, 2023

Board Members Present

Chair Bruce Fitzwater, Vice-Chair Jim Thill, Supervisor Donna Ferguson, Treasurer Sharon McAndrew, Clerk Andrea Nekowitsch

Board Members Absent

None

Others Present:

Gary Guse, Road Superintendent, Corey Johnson, Resident

Call to Order and Approval of the Agenda

Chairman Fitzwater called the Regular Monthly Fish Lake Town Board meeting to order at 6:00 pm in the Township Office at 2170 Brunswick Road, Harris, MN. The pledge of allegiance was recited by all. *Motion made by Ferguson and seconded by Thill to approve the agenda as presented. Approved unanimously.*

Road Report

Gary Guse presented the road report. In the month of July, the following topics were discussed:

Driveway Improvements: During the board meeting, the topic of discussion was driveway improvements. The main points under consideration were whether residents should obtain a driveway permit when enhancing their driveway's surface. Alternatively, there was deliberation regarding the approval of an ordinance prohibiting residents from cementing or blacktopping their driveways within the right of way. The board settled on exploring the possibility of adding an addendum to Ordinance #4, which would state that any driveway improvements conducted within the right of way necessitates a permit.

Ordinance banning parking all public township roads. Gary Guse requested the board to contemplate the enactment of an ordinance prohibiting parking on all public township roads. However, the board declined the proposal.

Safety Training Coordinator: It was established that Gary Guse is responsible for overseeing the implementation of the AWAIR program and ensuring that all personnel receive appropriate training. Road workers are involved in a wide range of tasks, including working in ditches, operating power equipment, handling inclines and declines, dealing with potentially allergenic weeds, performing tree cutting, and clearing brush, among other responsibilities. Any concerns or issues related to training

should be brought to the attention of the Board. Additionally, Chair Fitzwater will conduct an inquiry into safety training methodologies.

Visa Card Spending Limit: Gary requested an increase in the spending limit on his township visa card, raising it from \$500 to \$1000. This adjustment was deemed necessary due to the likelihood of purchases exceeding the current limit. The board reached an agreement, with the condition that this higher limit would only apply in emergency situations. *Motion made by Fitzwater and seconded by Thill to increase the monthly spending limit on the township Visa card issued to Gary Guse from \$500 to \$1000 and that in excess of \$500 is in emergency situations only. Approved unanimously.*

Treasurers Report

The Board reviewed the treasurer’s report.

Bank Balances as of: July 31, 2023

Checking	\$22,429.26	Broadband Debt. Service	\$77,496.32
Savings (Camb. State)	\$984,584.60	Anchor Ave. Debt Service	\$38,756.20

Motion made by Thill and seconded by Ferguson to accept the Treasurer’s Report, approve payment of check #14368 to #14392, for the amount of \$102,339.30, authorize up to \$4000.00 in operating disbursements for the upcoming month, approve the claims list as presented and transfer \$77,000 from Savings to Checking. Approved unanimously.

Minutes

Motion made by Thill and seconded by Fitzwater to approve the minutes of the July 10, 2023, regular monthly meeting. Approved unanimously.

Motion made by Ferguson and seconded by Thill to approve the minutes of the July 17, 2023, emergency meeting. Approved unanimously.

Schedule Appointments

1. Annual Insurance Review: The township insurance agent, Joshua McDuffie, was in attendance. He conducted a thorough review of all insurance policies and coverage pertaining to township buildings and equipment. Following this review, the board made any necessary changes or edits to equipment specifications and valuations to ensure our insurance coverage accurately reflects the current status of our assets.

Clerk Report

None.

Board Member Reports

None.

Old Business

Street Paving Policy-Cooperative Road Construction Projects (from July 2023 Meeting) to be revisited at the September monthly meeting.

New Business

Jason Meron Excess Culvert Materials: An agreement was reached with township resident Jason Meron, given that the township was in the process of replacing a culvert near his driveway. As part of this agreement, the township requested that Mr. Meron replace the old culvert situated under his driveway. In a collaborative effort, it was decided that if he covered the cost of the materials, the township would undertake the installation. Mr. Meron, in accordance with the township's request, paid for the necessary materials. However, after assessing the culvert lengths required, the township found that more had been ordered than actually needed. Instead of opting for a refund to Mr. Meron and incurring a substantial restocking fee, Mr. Meron expressed his preference to retain the two 10-foot culverts that he had purchased but ultimately did not require.

Invoice Nessel Township for Crack Repair: Maintenance and repairs were conducted on road cracks along Blue Heron Trail (482nd St), a border road shared with Nessel Township. The Board has granted approval for the invoice to be forwarded to Nessel Township, covering the expenses related to the repairs on their section of the road.

AWAIR Program Review: The board conducted a comprehensive review of the AWAIR Program administered by the township and verified that Gary Guse holds the role of Program Manager and is chiefly accountable for its administration. Additionally, the township has ensured that up-to-date posters related to the program are readily accessible.

LRIP Email from Engineer Marcus Johnson: The LRIP (Local Road Improvement Grant) application will be submitted for the improvement of 430th Street. Township engineer Marcus Johnson, representing the firm of Bolton and Menk, will be responsible for writing and submitting the grant application on behalf of the township. He believes that 430th Street stands as a strong candidate for the grant due to several factors, including the planned project for Fish Lake Park, the presence of a beach, and the high volume of traffic in the area. *Motion made by Fitzwater and seconded by Ferguson to engage Marcus Johnson, Engineer from Bolton and Menk to write and submit the grant application for the LRIP Grant. Approved unanimously.*

Define Job Titles on Resolution 2023-06: The board examined Resolution 2023-06 and confirmed the accuracy of the job titles and didn't feel specific definitions for them were needed.

Add Township Logo to Vehicles: Chair Fitzwater conveyed his desire to have the township logo displayed on all of the township's road equipment. Gary Guse has been tasked with obtaining quotations from a minimum of three local sign companies for both the signage and its installation. These quotes should include options from Colors by Craig and North Metro Signs. Gary will then present this information during the upcoming September monthly meeting.

Citizen Comment

None.

Adjourn

Motion made by Thill and seconded by Ferguson to adjourn at 8:30 p.m. Approved unanimously.

Bruce Fitzwater, Chair	Date	Andrea Nekowitsch, Clerk	Date
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