

**Princeton Township
Mille Lacs County, Minnesota**

Township Board Monthly Meeting

Tuesday, November 15, 2022

Minutes

The November 15 monthly meeting of the Princeton Township Board was called to order by Chairman Gene Stoeckel at 7:30 p.m. Supervisors attended the meeting in person at Township Hall. The meeting was open to in-person attendance, plus remote participation via GoToMeeting.

Supervisors present: Thomas Duden, Dan Hiller, Gene Stoeckel, Bill Whitcomb, John Wilhelm

Supervisors absent: None

Staff present: Clerk-Treasurer Doug Dahl, Zoning Administrator Scott Richards

Via GoToMeeting: None

Public attendees: Mike Botzek, Heide Burns, Tracy Johnson, Nancy Moan, Corey Nelson

All attendees recited the Pledge of Allegiance.

Approve Agenda

Mr. Stoeckel moved to approve the agenda with one change: moving Federated Coops Amended CUP to the first item. Seconded by Mr. Whitcomb. Motion carried.

Federated Coops Application for an Amended Conditional Use Permit

Federated Coops has applied for an Amended Conditional Use Permit to allow for an additional propane storage tank and conversion of another for propane on its property at 6467 100th Avenue. The Planning Commission held a public hearing on October 10, and recommended approval of the application with conditions specified in the Zoning Administrator's report.

Mr. Duden moved to approve Resolution No. 2022-11 establishing an Amended Conditional Use Permit for Federated Coops. Seconded by Mr. Hiller. Motion carried unanimously.

Open Forum

Mike Botzek of Ice Oval Productions, LLC, addressed his request for a special-event permit for a snowmobile racing event January 6, 7, and 8. Racing will take place between noon and 3 p.m. each day. Heide Burns from Madre Loca Restaurant has agreed to provide alcoholic beverages. She stated she has done similar events for many years, has trained staff, and implements protocols to assure proper handling and dispensing of beverages. She will acquire the necessary temporary liquor license from the Township.

Approve Minutes—October 18 Monthly Meeting

Mr. Duden moved to approve the minutes of the October 18 monthly meeting. Seconded by Mr. Whitcomb. Motion carried.

Clerk-Treasurer Report

Cash Control Statement—October 31, 2022

General Fund Beginning Balance	\$ 70,100.17
Receipts	\$ 22,395.38
Disbursements	\$ 9,007.28
Ending Balance	\$ 83,488.27
Road & Bridge Fund Beginning Balance	\$257,621.72
Receipts	\$ 0.00
Disbursements	\$ 8,103.74
Ending Balance	\$249,517.98
COVID Fund	No change
Total Cash Beginning Balance	\$545,437.29
Receipts	\$ 22,395.38
Disbursements	\$ 17,671.02
Ending Balance	\$550,161.65

Mr. Hiller moved to approve the October Cash Control Statement. Seconded by Mr. Whitcomb. Motion carried.

October Payroll

Gross	\$5,515.00
Net	\$4,439.70

Mr. Hiller moved to approve the October payroll. Seconded by Mr. Duden. Motion carried.

Election Payroll \$2,502.50

Mr. Hiller moved to approve the Election payroll. Seconded by Mr. Whitcomb. Motion carried.

Claims for Approval

Total Claims through November 15	\$33,412.82
Noteworthy:	
• Hass Construction	\$22,242.00

Mr. Whitcomb moved to approve the claims list. Seconded by Mr. Hiller. Motion carried.

Election Summary

Mr. Dahl expressed his gratitude to all election judges, particularly Head Judge Jeanette Oakes for her indispensable service. He also noted Ken Henchen’s valuable contribution in setting up for the election, and restoring the meeting room after the election.

Mr. Dahl noted that the election carts being offered by Mille Lacs County were valuable to the precincts using them. He recommended acquiring one for the township.

Mr. Duden moved to allocate \$150.00 for an election cart. Seconded by Mr. Whitcomb. Motion carried.

Mr. Dahl reported on his efforts to find a replacement audit firm for Schlenner Wenner. He is working from a list provided by the Minnesota Association of Townships. So far three firms have declined, two have not responded, and one, CarlsonSV, is considering the inquiry. He will continue the search.

New Business

Ice Oval Productions Special Event Permit

Mike Botzek, Ice Oval Productions, LLC, has applied for a special-event permit to hold snowmobile races at 3708 Baptist Church Road on January 6, 7, and 8, 2023. The application provided all required information. Alcohol service will be provided by Madre Loca Restaurant. Madre Loca will obtain a separate temporary liquor license for the event.

Mr. Duden moved to approve the permit. Seconded by Mr. Wilhelm. Motion carried.

2023 Town Board Election Candidate Filing Notice

Clerk Dahl presented the following draft candidate filing notice:

Notice is hereby given that a Township Election in the Township of Princeton, County of Mille Lacs, State of Minnesota, will be held on Tuesday, March 14, 2023. Affidavits of candidacy may be filed with the Town Clerk at the Town Hall, 10039 55th Street, during normal office hours between the dates of January 3 and January 17 for the office of:

Supervisor Seat 1 — 3-YEAR TERM

Supervisor Seat 4 — 3-YEAR TERM

Normal Office Hours: Monday, Tuesday, Thursday, 8:30 a.m.-3:30 p.m.

Special Office Hours Tuesday, January 17, 8:30 a.m.-5:00 p.m.

Filing fee: \$2.00

Mr. Hiller moved to approve publishing the notice in the Union-Times on December 1 and 8. Seconded by Mr. Whitcomb. Motion carried.

2023 Polling Place Resolution

Mr. Hiller moved to approve Resolution No. 2022-12 establishing Princeton Township Hall, 10039 55th Street, Princeton, as the 2023 polling place for all elections. Seconded by Mr. Duden. Motion carried.

Motion Establishing 2023 Township Election Absentee Ballot Board

Mr. Duden moved to appoint Clerk Doug Dahl and Head Election Judge Jeanette Oakes as the 2023 Township Election Absentee Ballot Board. Seconded by Mr. Whitcomb. Motion carried.

Approve List of 2023 Election Judges

Mr. Hiller moved to approve the following list of election judges for 2023:

Jeanette Oakes (Head Judge), Doug Dahl (Clerk of Elections), Linda Boettcher, Carol Carling, Kristen Duden, Kris Halverson, Connie Henchen, Shirley Miller, Jackie Minks, Joel Minks, Nancy Moan, Terry Pflieghaar, Cindy Pohlkamp, Cheryl Schimming.

Seconded by Mr. Whitcomb. Motion carried.

Set 2023 Township Calendar

Mr. Whitcomb moved to approve the 2023 Township calendar establishing Town Board meeting dates, Planning Commission meeting dates, and holidays on which the Town Hall will be closed. Seconded by Mr. Duden. Motion carried. Calendar is attached to these minutes.

Township Election Date and Board of Canvass

Mr. Duden moved to hold the Township Board of Canvass on Township Election Day, Tuesday, March 14, 2023. Seconded by Mr. Whitcomb. Motion carried.

Township Annual Meeting Date and Location

Mr. Hiller moved to set the Township Annual Meeting date for Tuesday, March 14, 2023, at the Town Hall after the closing of the polls. Seconded by Mr. Duden. Motion carried.

Old Business

Review Updated Brush-Removal Policy

Mr. Duden presented an updated draft of a Township Brush-Removal Policy. Supervisors will review the draft individually. Discussion will continue at future meetings.

Supervisor Reports

Road Supervisor—Mr. Whitcomb:

- Several roads were graded a few days before the rain and freezing temps this last week.
- Tree removal along 40th Street is finished, final cleanup and stump removal will happen soon.
- Our annual newsletter should mention something about keeping the 66' R/W clear of trees/shrubs or any other obstructions.
- More brushing to be done at various locations (ongoing).
- Tom L. will finish brushing this fall. He has approx. 32 hours remaining of the 40 hrs. that were approved.
- The township has a new applicant for the roadside maintenance crew. Thomas and I could interview or hire. It's important to have 2 people on the road, if possible.

Proposed road work for 2023 – (prepare and send out for quotes in Feb.)

- 40th Street reclaim and pave, widen.
- 100th Ave. west ditch cleanout.
- 100th Ave. vertical curve flattening?
- Culvert repair on 40th St. west.
- Repair multiple areas where the road is sinking/failing
(7th St., 59th Ave., 33rd St., 54th Ave., 25th St. 18th St.)
- Slope flattening 82nd & 33rd.
- 2.5 Miles of chip sealing

Mr. Whitcomb requested approval to hire an additional part-time road worker. Mr. Hiller moved to approve hiring one part-time employee. Seconded by Mr. Whitcomb. Motion carried.

Fire Board Liaison:

Mr. Hiller reported that the department is increasing its budget to make up for inadequate budgets in the past. Also hiring additional fire fighters in anticipation of upcoming retirements.

The Township Planning Commission and Princeton Airport Commission did not meet. The City Planning Commission will meet next week.

Adjourn

Mr. Hiller moved to adjourn. Seconded by Mr. Whitcomb. Motion carried.
Meeting adjourned at 8:50 p.m.

Respectfully submitted,

Doug Dahl
Clerk-Treasurer

Approved by the Town Board December 20, 2022

Eugene Stoeckel, Chairman

Princeton Township Holidays and Meeting Dates for 2023

Holidays—Office Closed	Town Board	Planning Commission
Jan 2 – New Year’s Day	Jan 17	Jan 9
	Feb 21	Feb 6
	Mar 28	Mar 6
	Apr 18	Apr 3
May 29 – Memorial Day	May 16	May 1
	Jun 20	Jun 5
July 4 – Independence Day	Jul 18	Jul 10
	Aug 15	Aug 7
Sep 4 – Labor Day	Sep 19	Sep 11
	Oct 17	Oct 2
Nov 23 – Thanksgiving Day	Nov 21	Nov 6
Dec 25 – Christmas Day	Dec 19	Dec 4