

**Princeton Township
Mille Lacs County, Minnesota**

Township Board Monthly Meeting

Tuesday, December 20, 2022

Minutes

The December 20 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

Staff present: Clerk-Treasurer Doug Dahl, Deputy Clerk-Treasurer Terry Pflighaar, Ken Henchen

Via GoToMeeting: None

Public attendees: Thomas Lundeen, Cathy Lundeen, Joel Minks, Nancy Moan

All attendees recited the Pledge of Allegiance.

Approve Agenda

Mr. Whitcomb moved to approve the agenda. Seconded by Mr. Duden. Motion carried.

Open Forum

Joel Minks spoke in favor of the proposal from Metro Sales to digitize Township records.

Approve Minutes—November 15 Monthly Meeting

Mr. Duden moved to approve the minutes of the November 15 monthly meeting. Seconded by Mr. Whitcomb. Motion carried.

Clerk-Treasurer Report

Cash Control Statement—November 30, 2022

General Fund Beginning Balance	\$ 83,488.27
Receipts	\$ 2,346.43
Disbursements	\$ 16,703.31
Ending Balance	\$ 69,131.69
Road & Bridge Fund Beginning Balance	\$249,517.98
Receipts	\$ 0.00
Disbursements	\$ 22,222.46
Ending Balance	\$227,295.52
COVID Fund	No change
Total Cash Beginning Balance	\$550,161.65
Receipts	\$ 2,346.43
Disbursements	\$ 40,362.02
Ending Balance	\$512,146.06

Mr. Hiller moved to approve the November Cash Control Statement. Seconded by Mr. Duden. Motion carried.

November Payroll

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

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

Claims for Approval

Total Claims through November 15 \$85,969.65

Noteworthy:

- City of Princeton (Fire Coverage) \$34,260.00
- Jake's Top Notch Tree Service \$36,000.00

Supervisors objected to the City of Princeton charge for fire coverage. They noted that the City had projected the increase at 3-5%. The billed amount is actually about 9.8% above 2021.

Mr. Duden moved to withhold the fire coverage payment until the City provides a more thorough explanation for the increase. Seconded by Mr. Whitcomb. Motion carried 4-0. Mr. Hiller abstained due to his status as an active fire fighter with the department.

Mr. Duden moved to approve the claims list minus the City of Princeton claim. Seconded by Mr. Whitcomb. Motion carried.

Auditor Search Update

Mr. Dahl is continuing his search for a replacement audit firm for Schlenner Wenner. He is working from a list provided by the Minnesota Association of Townships. He has sent requests to 11 firms. Eight have declined due to staffing shortages. Three have not yet responded. He will continue contacting firms on the list which self-identify as city, county, or town auditors.

MAT-U

The Minnesota Association of Townships (MAT) is beginning to upload its training materials to the Internet to make them available for township officers. The project, called MAT-U, will come online in 2023. Each township can establish one account that will be available for all township officers. MAT is offering the service free of charge for 2023. Clerk Dahl will create a Princeton Township account and provide login credentials to the supervisors.

New Business

Silver Lake Oaks Project Final Acceptance

Township Engineer Todd McLouth delivered a letter to the Town Board stating that the public improvements in SILVER LAKE OAKS have been completed and are ready for final acceptance. The Developer has completed all remaining punchlist items. The roads were constructed privately by the Developer and were inspected by Loucks. Accordingly, the Engineer recommends:

- Accepting the roads for maintenance by the Township.
- Releasing the current snowplowing agreement.
- Releasing all remaining escrow funds and letter of credit.

Mr. Whitcomb moved to adopt Resolution 2022-13 accepting the platted roads in Silver Lake Oaks for maintenance by the Township. Seconded by Mr. Hiller.

Mr. Stoeckel called the roll: Mr. Duden—Yes; Mr. Hiller—Yes; Mr. Stoeckel—Yes; Mr. Whitcomb—Yes; Mr. Wilhelm—Yes. Resolution adopted unanimously.

2023 Fee Schedule

Clerk Dahl offered the fee schedule for 2023 with no changes from 2022.

Mr. Hiller questioned how permit fees based on valuation are determined. Fees are a percentage of the value of the project. The fee schedule does not include the percentages. Clerk Dahl will research the question to determine what the percentages are, as well as when and how they were set.

Mr. Hiller moved to adopt the 2023 Township Fee Schedule. Seconded by Mr. Whitcomb. Motion carried.

2023 Pay Schedule

Clerk Dahl presented the 2023 Township Compensation Policy as Resolution 2023-1. He noted that there were no changes from the 2022 resolution.

Mr. Duden moved to adopt Resolution 2023-1, Princeton Township Compensation Policy. Seconded by Mr. Mr. Wilhelm.

Mr. Stoeckel called the roll: Mr. Duden—Yes; Mr. Hiller—Yes; Mr. Stoeckel—Yes; Mr. Whitcomb—Yes; Mr. Wilhelm—Yes. Resolution adopted unanimously.

2022 Board of Audit

Mr. Hiller moved to schedule the 2022 Board of Audit during the Town Board monthly meeting on February 21, 2023. Seconded by Mr. Whitcomb. Motion carried.

Review/approve ITT Geotechnical Services Proposal

Mr. Whitcomb requested a quote from Independent Testing Technologies to take soil borings from a section of 40th Street between County Road 102 and Baptist Road. The borings will provide data for the Township to use to determine the scope of repairs to the road to be done in 2023 or 2024. ITT quoted the project at \$1,925.00.

Mr. Hiller moved to accept the Geotechnical Services Proposal from Independent Testing Technologies. Seconded by Mr. Whitcomb. Motion carried.

MLC charge for County Ditch 2 Drainage System Crossing

Mille Lacs County notified the Township that the final charge to Princeton Township for the County Ditch 2 drainage system crossing is \$19,790.11. Supervisors noted that the charge is significantly higher than the County's original estimate of \$14,000. The Board took no action, instructing Mr. Stoeckel to research the reason for the disparity.

AWAIR Review and Plan

Mr. Stoeckel reported that he and Ken Henchen will meet to go through the AWAIR checklist to ensure compliance with its requirements.

Old Business

Status of Wyanett Township Shared-Road Agreement

Mr. Whitcomb and Mr. Stoeckel reported on their latest meeting with the Wyanett Township Board in their efforts to establish a new shared-road agreement. They noted little progress as Wyanett supervisors continue to maintain there is a satisfactory agreement in place, although they've not shown any documents other than a letter from 1930. Mr. Whitcomb and Mr. Stoeckel contend that the letter is not enforceable as it is out of date, is not equitable as required by Minnesota statute, and does not cover the entire length of the current shared road.

Mr. Whitcomb pointed out that if the two boards cannot agree, the next step is to refer the question to the two involved counties, Mille Lacs and Isanti, for a final agreement.

Mr. Hiller moved to instruct Township Attorney Jason Hill to initiate the process of turning the issue over to Mille Lacs and Isanti Counties. Seconded by Mr. Wilhelm. Motion carried.

Supervisor Reports

Road Supervisor—Mr. Whitcomb:

- Brushing is finished for the year.
- Lowering the profile on 100th Avenue to overcome the problem of limited sight, as discussed previously, would require the vertical curve to be reduced by at least seven feet to meet MnDOT standards. Doing so would disrupt other road features, including adjacent driveways. Lowering the profile may not be a viable option to resolve the problem. The Board will consider other options through the winter.
- Chloride discussion was to consider adding chloride to 100th Ave and continue applying it to 17th Street. It was agreed to apply chloride to both locations as well as the other areas that were done the previous year.

Snowplowing:

Mr. Duden reported that two residents had notified the Township of damage to mailboxes from the first round of snowplowing. Claim forms were sent to the residents. One has been returned. Mr. Duden will follow up with the residents.

Fire Board: No meeting

Airport Commission: Nothing new to report

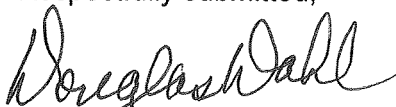
City Planning Commission: Continuing to work on a project at the Princeton Industrial Park.

Township Planning Commission: No meeting

Adjourn

Mr. Hiller moved to adjourn. Seconded by Mr. Whitcomb. Motion carried.
Meeting adjourned at 9:10 p.m.

Respectfully submitted,



Doug Dahl
Clerk-Treasurer

Approved by the Town Board January 17, 2023



Eugene Stoeckel
Chairman