

CAMBRIDGE TOWNSHIP MONTHLY MEETING

OCTOBER 9, 2017

PRESENT: BOARD SUPERVISORS: JOHN ERLANDSON SR., CHAIRMAN, DALE B. ANDERSON AND JIM FRIDSTROM
TREASURER: RAMONA NASTROM,
CLERK: DARRELL VOSIKA
ROAD MAINTENANCE SUPERVISOR: ROB ANDERSON (EMPLOYEE)

LOCATION: CAMBRIDGE TOWNSHIP HALL LOCATED ON THE ISANTI COUNTY FAIRGROUNDS

1. CHAIRMAN JOHN ERLANDSON SR. CALLED THE MONTHLY BOARD MEETING TO ORDER AT 7:00PM
- 1A. CAMBRIDGE TOWNSHIP HAVING PREVIOUSLY APPROVED **RESOLUTION #12-03**, HEREBY DESIGNATES CHRISTOPHER COLUMBUS DAY AS NOT A HOLIDAY AND SO PUBLIC BUSINESS MAY BE TRANSACTED ON THAT DAY.
2. THE PLEDGE OF ALLEGIANCE TO THE FLAG WAS RECITED.
3. APPROVAL OF THE AGENDA
MOTION: TO APPROVE THE AGENDA AS PRESENTED
M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 3-0) TO APPROVE.
4. APPROVAL OF THE **MINUTES** OF THE **SEPTEMBER 11, 2017** MONTHLY BOARD MEETING.
M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 3-0) TO APPROVE
5. **TREASURER'S REPORT** WAS PRESENTED BY RAMONA NASTROM
 - A. MISC. INCOME:

i) NELSON RECYCLING INC. (PINE CITY)	\$ 19.20
ii) DRIVEWAY PERMIT (COUNTRY PRIDE CONST)	\$ 250.00
iii) STUMP GRINDING (VAN ALSTINE)	\$ 175.00
 - B. THE FOLLOWING REPORTS WERE DISTRIBUTED TO THE BOARD:
 - i) BANK ACCOUNTS REPORT AS OF SEPTEMBER 30, 2017
 - ii) FUNDS SUMMARY REPORT (JANUARY THRU SEPTEMBER 2017)

MOTION: TO APPROVE THE ABOVE REPORTS AS PRESENTED.
M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 3-0) TO APPROVE REPORTS
6. SCHEDULED BUSINESS:
 - A. **ROGER VAVRA** – CAME BEFORE THE BOARD TO DISCUSS HIS CONCERNS REGARDING A TOWNSHIP CULVERT ACROSS NAPLES ST (LOCATED AT THE NORTH END OF NAPLES ST. JUST BEFORE CO RD 6). THE CONCERN HAS TO DO WITH THE FLOW OF WATER THRU THE CULVERT AND ONTO THE LAND ON THE EAST SIDE OF NAPLES STREET AFTER HEAVY RAINFALLS. ROGER BROUGHT 2 PHOTOS SHOWING THE FLOW OF WATER AFTER THE RECENT HEAVY RAINFALLS. AFTER SOME DISCUSSION THE BOARD WILL REVIEW THE SITUATION REGARDING HOW THE CULVERT AFFECTS THE FLOW OF WATER ON BOTH THE WEST AND EAST SIDES OF NAPLES STREET.

- B. **CHARLENE RAY** – INQUIRED ABOUT WHETHER THE TOWNSHIP WAS INTERESTED IN SELLING POSSIBLY 8 ACRES OF THE 13 ACRES THEY OWN TO THE NORTH (349TH AVE AND VICKERS ST). THE TOWNSHIP WILL TAKE THE REQUEST UNDER CONSIDERATION.
- C. **BRIAN JOHNSON** – STATE REPRESENTATIVE WAS AVAILABLE FOR ANY QUESTIONS.

7. NEW BUSINESS AT PUBLIC REQUEST: NONE

8. ROAD BUSINESS

A. ROB’S REPORT

- i) **ANNUAL ROAD REVIEW NOTES (APRIL 15, 2017)** – DALE WILL REVIEW THE TRAFFIC SIGN REPORT FROM THE CONSULTANTS REGARDING THE SIGNS THAT WERE IDENTIFIED DURING THE ANNUAL ROAD REVIEW AS EITHER SIGNS TO BE ADDED OR REMOVED. THIS IS SCHEDULED TO BE REVIEWED LATER THIS FALL OR WINTER.
- ii) **HIGHWAY 65 RECONSTRUCTION EFFECT ON TOWNSHIP ROADS** – ROB HAS TALKED TO MNDOT REGARDING THE EXTRA GRADING OF CERTAIN TOWNSHIP ROADS AS A RESULT OF THE HWY 65 RECONSTRUCTION DETOUR. PRESENTLY PALISADE ST IS TAKING PART OF THE DETOUR TRAFFIC. ROB IS GOING TO CHECK WITH MNDOT ABOUT BEING REIMBURSED FOR THE COST OF THE APPLIED DUST CONTROL ON NAPLES STREET THIS SPRING AS A RESULT OF THE HEAVY DETOUR TRAFFIC AND LOSS OF EFFECTIVENESS.
- iii) **MINNESOTA FALL MAINTENANCE EXPO** – ROB AND JIM ATTENDED THE OCTOBER 5TH SESSION IN ST CLOUD. THEY THOUGHT IT WAS OF INFORMATIVE VALUE WITH THE TREE/BUSH TRIMMING SESSION BEING THE HIGHLIGHTED SESSION FOR THEM.
- iv) **GRAVELING** – APPLIED GRAVEL AND CUT BRUSH IN WOODCREST
- v) **341ST AVE** – PUT RECYCLED ASPHALT IN THE AREA WHERE THE ROAD WENT THRU THE SWAMPY AREA.
- vi) **OFFICE FURNITURE** – WITH THE AID OF FISH LAKE TOWNSHIP, THE TOWNSHIP WAS ABLE TO RECEIVE AT NO COST FROM A LAW OFFICE THAT WAS CLOSING THE FOLLOWING:
 - 10 - CHAIRS (FOR THE TOWNHALL MEETING ROOM)
 - 2 – DESK CHAIRS FOR THE TOWNSHIP OFFICE
- vii) **SKOGMAN LAKE ROAD** – THE TOWNSHIP HAS RECEIVED A NUMBER OF CONCERNS REGARDING THE FADED CENTER LINE AND THE SAFETY FACTOR WHEN IT STARTS TO GET DARK. ROB CHECKED WITH 2 COMPANIES TO GET QUOTES.
 - STRIPING AAA SERVICE CO. \$ 4,700.00
 - SIR LINE A LOT \$ 5,000.00 (THEIR SCHEDULE WAS FULL)

MOTION: TO ACCEPT THE QUOTE OF \$4,700.00 FROM STRIPING AAA TO RESTRIP THE CENTER LINE ON THAT PORTION OF SKOGMAN LAKE ROAD LOCATED IN CAMBRIDGE TOWNSHIP.

M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO APPROVE

B. ROAD RECONSTRUCTION UPDATES

- i) **TUNELL ROAD (331ST AVE)** – THE RECONSTRUCTION PROJECT IS JUST ABOUT

COMPLETE AND ROB REVIEWED WITH THE BOARD THE COST SAVINGS UNDER THE PROJECTED COST (\$ 13,082.75).

- ii) **357TH AVE** (EAST OFF OF CO. RD 14) – ROB REPORTED THAT THE PROJECT WAS COMPLETED AND APPRECIATED BY THE RESIDENTS IN THE AREA.
- C. **5 YEAR PLAN** – JOHN REQUESTED THAT THE 5 YEAR PLAN COMMITTEE MEET ON OCTOBER 25, 2017 AT 6PM (WEDNESDAY) AT THE OFFICE TO REVIEW THE 5 YEAR PLAN.
- D. **STATE OF MN 2017-2018 ROAD SALT CONTRACT** –THE TOWNSHIP’S ORDER FOR THE 2017-2018 UNTREATED ROAD SALT SUPPLY HAS BEEN CONFIRMED. THE TOWNSHIP HAS 25 TONS ON ORDER FROM CARGILL.
- E. **UTILITY PERMITS** – THE BOARD WILL CONTINUE TO BE WORKING ON A RIGHT OF WAY UTILITY PERMIT POLICY.
- F. **MnDOT LOCAL ROAD IMPROVEMENT PROGRAM FUNDING** – THE BOARD WILL CONTINUE TO REVIEW THE POSSIBILITY OF APPLYING FOR A MnDOT LOCAL ROAD IMPROVEMENT PROGRAM FUNDING FOR 343RD AVE NE. THE DEADLINE FOR TOWNSHIPS IS DECEMBER 1, 2017.
- G. **TRIAL OF RECLAIM ASPHALT ON TOWNSHIP ROAD** – Tabled for future consideration.

9. OLD BUSINESS

- A. **CENSUS 2020** – THE CLERK WILL REVIEW THE CENSUS 2020 MAILINGS THAT WERE ADDRESSED TO THE TOWNSHIP CHAIRMAN AND REPORT BACK TO THE BOARD AT THE NOVEMBER BOARD MEETING.
- B. **PARTIAL VACATION OF 341ST AVE NE** – THE TOWNSHIP ATTORNEY HAS SENT COPIES OF THE **RELEASE OF DAMAGES** DOCUMENTS TO THE TOWNSHIP. WE ARE WAITING FOR THE ATTORNEY TO SEND THE TOWNSHIP A COPY OF THE FINAL LEGAL PACKET OF THE VACATION PROCEDURE.

10. OTHER NEW BUSINESS

- A. **BUILDING PERMITS (SEPTEMBER 2017)** – THE TOWNSHIP RECEIVED FROM THE ISANTI COUNTY ZONING DEPARTMENT A LISTING OF ALL NEW HOME BUILDING PERMITS ISSUED FOR ISANTI COUNTY IN SEPTEMBER 2017. THERE WAS ONE FOR CAMBRIDGE TOWNSHIP (TODD HANSON).
- B. **DEPUTY TREASURER** – AT THE AUGUST BOARD MEETING, CAMBRIDGE TOWNSHIP TREASURER RAMONA NASTROM INTRODUCED TO THE BOARD A TOWNSHIP RESIDENT (CAROL WILLIAMS) WHO WAS INTERESTED IN THE DEPUTY TREASURER POSITION. CAROL HAS ACCEPTED RAMONA’S APPOINTMENT AS DEPUTY TREASURER AND WAS PRESENT FOR THE FOLLOWING:
 - CERTIFICATE OF APPOINTMENT** – CAROL WILLIAMS ACCEPTED THE CERTIFICATE OF APPOINTMENT FROM RAMONA NASTROM. THE CLERK WILL GIVE CAROL A COPY AFTER COPIES ARE MADE.
 - OATH OF OFFICE** – THE CLERK PRESIDED OVER THE GIVING OF THE OATH OF DEPUTY TREASURER TO CAROL WILLIAMS.AS A REQUIREMENT OF PEOPLES BANK, A NEW CHECK SIGNATURE CARD NEEDS TO BE ISSUED ANY TIME THERE IS A CHANGE IN QUALIFIED TOWNSHIP BOARD

OFFICERS AUTHORIZED FOR SIGNING CHECKS. AS OF OCTOBER 9, 2017, THE FOLLOWING CAMBRIDGE TOWNSHIP OFFICERS HAVE BEEN AUTHORIZED BY THE BOARD FOR THE SIGNING OF CAMBRIDGE TOWNSHIP CHECKS:

SUPERVISORS: JOHN ERLANDSON SR.
DALE B. ANDERSON
JAMES FRIDSTROM
TREASURER: RAMONA NASTROM
DEPUTY TREASURER: CAROL WILLIAMS
CLERK: DARRELL VOSIKA
DEPUTY CLERK: VALERIE ANDERSON

THE CLERK WILL DELIVER A COPY OF THE OCTOBER 9, 2017 CAMBRIDGE TOWNSHIP MONTHLY BOARD MEETING MINUTES TO PEOPLES BANK IN ORDER TO RECEIVE A NEW AUTHORIZATION SIGNATURE CARD FOR THE TOWNSHIP. THE NEW SIGNATURE CARD WILL BE SIGNED AT THE NOVEMBER 13, 2017 MONTHLY BOARD MEETING.

THE BOARD SET THE DEPUTY TREASURER HOURLY WAGE (\$20.00).

AS INDICATED IN THE STATUTES, THE DEPUTIES PERFORM THE DUTIES OF THE POSITION TO WHICH THEY ARE ATTACHED WHEN THE CLERK OR TREASURER IS UNABLE TO PERFORM THOSE DUTIES DUE TO ABSENCE OR DISABILITY. THE SCOPE OF A DEPUTY'S DUTIES IS NOT SPECIFICALLY DEFINED IN THE STATUTES. INSTEAD, BOTH STATUTES SIMPLY SAY THE DEPUTY SHALL PERFORM THE CLERK OR TREASURER'S DUTIES. THEREFORE, THE STANDARD RULES OF STATUTORY INTERPRETATION WOULD INDICATE THE DEPUTY CLERK OR DEPUTY TREASURER IS AUTHORIZED TO CARRY OUT THE FULL RANGE OF DUTIES GIVEN TO THE CLERK OR TREASURER WHEN THE CLERK OR TREASURER IS NOT ABLE TO PERFORM THOSE DUTIES DUE TO ABSENCE OR DISABILITY. (SEE MINN. STAT 367.11 & .16)

C. ISANTI COUNTY AUDITOR-TREASURER –

i) **RESOLUTION DESIGNATING A POLLING PLACE** –IN 2017, THE MINNESOTA LEGISLATURE AMMENDED MINNESOTA STATUTE 204B.16. sub 1 TO READ AS FOLLOWS: BY DECEMBER 31 OF EACH YEAR, THE GOVERNING BODY OF EACH MUNICIPALITY AND OF EACH COUNTY WITH PRECINCTS IN UNORGANIZED TERRITORY MUST DESIGNATE BY ORDINANCE OR RESOLUTION A POLLING PLACE FOR EACH ELECTION PRECINCT. THE POLLING PLACES DESIGNATED IN THE ORDINANCE OR RESOLUTION ARE THE POLLING PLACES FOR THE FOLOWING CALENDAR YEAR. DUE TO THIS STATUTORY CHANGE, EACH TOWNSHIP BOARD WILL NEED TO ADOPT A RESOLUTION DESIGNATING THE POLLING PLACE(S) TO BE USED FOR 2018 ELECTIONS BY DECEMBER 31, 2017.

RESOLUTION #17-15 DOES FORMALLY APPROVE AS THE LOCATION FOR THE DESIGNATED POLLING PLACE FOR THE CAMBRIDGE TOWNSHIP PRECINCT THE FOLLOWING:

**CAMBRIDGE TOWN HALL
(LOCATED ON THE ISANTI COUNTY FAIRGROUNDS)
3101 HWY 95 NE
CAMBRIDGE, MN 55008**

MOTION: TO APPROVE RESOLUTION #17-15

M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 3-0) TO APPROVE

THE CLERK WILL RETURN A COPY OF RESOLUTION #17-15 TO THE ISANTI COUNTY AUDITOR-TREASURER.

ii) **UPDATE ON ELECTION EQUIPMENT GRANT** – THE AUDITOR’S PLAN IS TO PURCHASE AT LEAST NEW BALLOT COUNTERS PRIOR TO THE 2018 ELECTION. THE AUDITOR’S OFFICE WILL APPLY FOR THE GRANTS AT THE COUNTY LEVEL. THE COSTS HAVE YET TO BE DETERMINED.

- D. **FEDERATED CO-OPS INC.** – 2017-18 COMMERCIAL PROPANE CUSTOMERS PROTECTED PRICE THRU APRIL 15, 2018 IS \$1.249 PER GALLON.
- E. **PEIP (PUBLIC EMPLOYEE INSURANCE PROGRAM)** - EMPLOYEE HEALTH INSURANCE
 - i) THERE IS A NEW HEALTH BENEFIT FROM PEIP (OMADA) – EMPLOYEES CAN CHECK TO SEE IF THEY ARE ELIGIBLE AT omadahealth.com/peip
 - ii) **2018 RENEWAL INFORMATION** IS AVAILABE (ANY CHANGE FORMS NEED TO BE RETURNED TO INNOVO BY NOVEMBER 17, 2017).
- F. **REQUEST FOR ASSESSMENT PAYOFF** –THE CLERK RECEIVED AN EMAIL REQUEST FOR AN ASSESSMENT PAYOFF FROM HOME TITLE (952-942-4710 – KARA). HOME TITLE HAD PREVIOUSLY MAILED A CHECK TO CAMBRIDGE CITY INSTEAD OF CHECKING WITH THE ISANTI COUNTY AUDITOR’S OFFICE. THE CHECK WAS RETURNED TO HOME TITLE BY CAMBRIDGE CITY. THE CLERK INSTRUCTED HOME TITLE TO CHECK WITH THE AUDITOR’S OFFICE FOR THE CORRECT PAYOFF AMOUNT. THE CLERK HAS CHECKED WITH THE AUDITOR’S OFFICE AND THERE HAS NOT BEEN AN ASSESSMENT PAYOFF CREDITED TO THE PROPERTY IN QUESTION (PARCEL #030172800 – 1796 352ND AVE NE CAMBRIDGE).

11. REVIEWED MAILINGS AND OTHER COMMUNICATIONS RECEIVED

12. OFFICERS BUSINESS

- A. **CLERK:** CLERK GAVE EACH BOARD MEMBER A DRAFT COPY OF A WAGE COMPENSATION POLICY TO REVIEW PRIOR TO THE NOVEMBER MEETING.
- B. **TREASURER:** NOTHING
- C. **SUPERVISORS:** NOTHING

13. REPORT OF ISANTI COUNTY PLANNING COMMISSION – JIM FRIDSTROM – NOTHING FOR TWP

14. REPORT OF ISANTI COUNTY BOARD OF ADJUSTMENT – RAMONA NASTROM – NOTHING FOR TWP

15. REPORT OF **THE NORTH TH65 CORRIDOR COALITION** – JOHN – NEXT MEETING OCT. 26, 2017

16 NOTICES: **OCTOBER 27, 2017 – ISANTI COUNTY SAFETY & RESCUE MEETING FOLLOWED BY 7PM-ISANTI COUNTY TOWNSHIP OFFICERS ASS’N MEETING
NOVEMBER 13, 2017 – CAMBRIDGE TOWNSHIP MONTHLY BOARD MEETING
NOVEMBER 16, 17 & 18, 2017 – MAT 2017 EDUCATIONAL CONFERENCE & ANNUAL MEETING -MAYO CIVIC CENTER ROCHESTER, MN**

17. OTHER BUSINESS – NONE

18. MOTION MADE TO PAY THE BILLS

M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO APPROVE

19. MOTION MADE TO ADJOURN AT 8:55PM.

M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO ADJOURN

**DARRELL VOSIKA
CAMBRIDGE TOWNSHIP CLERK**