

CAMBRIDGE TOWNSHIP MONTHLY MEETING

NOVEMBER 13, 2017

PRESENT: BOARD SUPERVISORS: JOHN ERLANDSON SR., CHAIRMAN, DALE B. ANDERSON AND JIM FRIDSTROM
TREASURER: RAMONA NASTROM, CAROL WILLIAMS, DEPUTY TREASURER
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 (DALE CALLED AND WILL ARRIVE A LITTLE LATE)
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 / JOHN ERLANDSON SR. (VOTE: 2-0) TO APPROVE.

4. APPROVAL OF THE **MINUTES** OF THE **OCTOBER 9, 2017** MONTHLY BOARD MEETING.

M/S: JIM FRIDSTROM / JOHN ERLANDSON SR. (VOTE: 2-0) TO APPROVE

**THE TREASURER'S REPORT WAS DELAYED UNTIL DALE ARRIVED.

5. SCHEDULED BUSINESS

A. CONCERN ABOUT CULVERT ON NAPLES ST (NORTH END) – ROGER VAVRA WAS NOT IN ATTENDANCE BUT JIM AND ROB HAD REVIEWED THE CONCERNS REGARDING THE CULVERT AND THE FLOW OF WATER ON ROGER'S LAND AT CERTAIN TIMES OF THE YEAR (AFTER LARGE RAINFALLS). THEY DECIDED THAT THEY WOULD REVIEW THE SITUATION IN THE SPRING AND MONITOR THE WATER FLOW AS THE SNOW MELTS.

B. MINNESOTA LAWFUL GAMBLING LG230 APPLICATION TO CONDUCT OFF-SITE GAMBLING

ORGANIZATION: ISANTI COUNTY SPORTSMEN

DATE OF GAMBLING ACTIVITY: JANUARY 1, 2018

TYPE OF GAMES TO BE CONDUCTED: RAFFLE

LOCATION: ISANTI COUNTY FAIRGROUNDS

3101 HWY 95

CAMBRIDGE, MN 55008

**A TOWNSHIP HAS NO STATUTORY AUTHORITY TO APPROVE OR DENY AN APPLICATION, PER MINNESOTA STATUTES 349.213, Subd. 2.).

MOTION: ON BEHALF OF THE TOWNSHIP, THE BOARD ACKNOWLEDGES THAT THE ABOVE ORGANIZATION IS APPLYING TO CONDUCT GAMBLING ACTIVITY WITHIN THE TOWNSHIP LIMITS.

M/S: JIM FRIDSTROM / JOHN ERLANDSON SR. (VOTE: 2-0) TO APPROVE MOTION

6. **TREASURER'S REPORT** WAS PRESENTED BY RAMONA NASTROM

A. MISC. INCOME:

- i) ASSESSMENT PAY-OFF (1796 352ND AVE NE) \$ 430.00
 - ii) MMB.ACH PAYMENTS FROM STATE OF MN.
MV CREDIT_AGRIC: \$ 2,733.24
PYADJ_MVCREDIT: \$ (52.38)
TOTAL: \$ 2,680.86
 - iii) E-911 ADDRESS SIGN – NEW CONSTRUCTION \$ 50.00
- B. THE FOLLOWING REPORTS WERE DISTRIBUTED TO THE BOARD:
- i) BANK ACCOUNTS REPORT AS OF OCTOBER 31, 2017
 - ii) FUNDS SUMMARY REPORT (JANUARY THRU OCTOBER 2017)
- C. CAMBRIDGE STATE BANK
AUDIT CONFIRMATION NOTICE 9/29/2017
CERTIFICATE #64023 (MATURITY: 4/19/2018) \$ 50,756.91
(CURRENT BALANCE INCLUDES INTEREST THROUGH 10/01/2017)

MOTION: TO APPROVE THE ABOVE REPORTS AS PRESENTED.

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

7. NEW BUSINESS AT PUBLIC REQUEST:

- A. ISANTI COUNTY SHERIFF CAULK WAS AVAILABLE TO UPDATE THE BOARD ON THE SHERIFF'S DEPT. AND AVAILABLE FOR ANY QUESTIONS.

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 HE HAS RECORDED 42 HRS OF EXTRA GRADING AT \$150.00 PER HOUR = \$ 6,300.00
THE DUST CONTROL THAT WAS APPLIED TO NAPLES STREET AND PAID FOR BY PRIVATE RESIDENTS WERE AS FOLLOWS:
FRED SANDQUIST = \$226.00
ROGER VAVRA = \$254.00
- iii) **GRANDY** – ACROSS THE COUNTY ROAD FROM THE SOFTBALL DIAMOND AND NORTH OF THE BRASS RAIL'S SEWER MOUND WAS A CATCH BASIN DRAIN THAT NEEDED SOME DIRT WORK IN THE AREA. ROB HAD A SKIDSTEER DO SOME REPAIR/LEVEL WORK AROUND THE CATCH BASIN DRAIN.
- iv) ROB REQUESTED PERMISSION TO PURCHASE A GAME CAMERA FOR TOWNSHIP USE.

MOTION: TO HAVE ROB PURCHASE A GAME CAMERA FOR THE TOWNSHIP AT A COST NOT TO EXCEED \$200.

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

v) **GRAVEL** – ROB REPORTED TO THE BOARD THAT HIS ESTIMATE OF GRAVEL NEEDED FOR 2018 WOULD BE 5,300 YDS (CLASS I – ¾”). NEXT YEAR KANABEC COUNTY WILL BE ADDING A \$0.215 PER YARD TAX TO GRAVEL LEAVING THE COUNTY. HASS CONSTRUCTION QUOTED THE BOARD A PER YARD PRICE OF \$4.45 (OUT OF THE SAME PIT AS LAST YEAR) FOR GRAVEL IN 2018.

MOTION: TO PURCHASE 5,300 YARDS OF CLASS 1 GRAVEL FROM HASS CONSTRUCTION FOR THE YEAR 2018 AT A COST OF \$4.45/YD.

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

B. ROAD RECONSTRUCTION UPDATES

i) **357TH AVE EAST OFF OF COUNTY ROAD 14** – THE FINAL COSTS WERE CALCULATED AT ABOUT \$23,000 (A SAVINGS OF \$11,858 OVER THE PROJECTED COST).

C. **5 YEAR PLAN** – JOHN REVIEWED THE 5 YEAR PLAN COMMITTEE’S MINUTES AND UPDATED CHART FROM THEIR MEETING ON OCTOBER 25, 2017.

MOTION: TO ACCEPT THE MINUTES OF THE LAST 5 YEAR PLAN COMMITTEE MEETING ON 10/25/2017.

M/S: JOHN ERLANDSON / DARRELL VOSIKA (3-0) TO ACCEPT

D. **E-911 ADDRESS SIGNS** – ROB REVIEWED WITH THE BOARD HOW THE TOWNSHIP WILL HANDLE GETTING SIGNS MADE, INSTALLED AND PAID FOR BY NEW TOWNSHIP RESIDENCES (NEW CONSTRUCTION) WITH DRIVEWAYS COMING OFF COUNTY ROADS OR STATE HIGHWAYS.

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** – DALE FILLED IN THE BOARD ON HIS RESEARCH REGARDING APPLYING FOR THE FUNDING TO RECONSTRUCT 343RD AVE NE. HE RECEIVED AN APPLICATION ESTIMATE BUT FOUND OUT THAT THEY WOULD ALSO NEED THE COUNTY’S SPONSORSHIP. THE DEADLINE IS DECEMBER 1, 2017 AND THE QUESTION IS WHETHER THERE IS ENOUGH TIME TO GET THE COUNTY’S SPONSORSHIP AND PAPER WORK THAT MAY BE NEEDED.

G. **2017 TOWNSHIP ROAD MILEAGE CERTIFICATION**

CAMBRIDGE TOWNSHIP HAS 50.775 TOWNSHIP ROAD MILEAGE IN 2017. THE CERTIFICATION REPORT WAS FILED BY THE CLERK WITH THE ISANTI COUNTY HIGHWAY DEPT. PRIOR TO THE 11/8/2017 DEADLINE DATE.

H. **SNOWPLOW POLICY FOR TOWNSHIP ROADS (2017-18)** – AFTER REVIEWING THE POLICY:

MOTION: TO APPROVE THE POLICY FOR THE 2017-18 SNOW YEAR.

M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO APPROVE THE CLERK WILL POST THE POLICY IN THE 3 TOWNSHIP POSTING PLACES AND ALSO A COPY WILL BE ON THE CAMBRIDGE TOWNSHIP WEBSITE.

www.cambridgetownship.us

I. **OCTOBER WEED OF THE MONTH: BLACK LOCUST** - THE TOWNSHIP RECEIVED AN

E-MAIL FROM DARRICK WOTACHEK, COUNTY AG. INSPECTOR, WITH SOME INFORMATION ON THE WEED BLACK LOCUST.

- J. **MISC:** i) **DRIVEWAY ON THE WESTERLY EXTENSION OF 368TH LANE** – THE TOWNSHIP RECEIVED A REQUEST FROM A TITLE COMPANY REGARDING WHETHER THE DRIVEWAY ON THE WESTERLY EXTENSION OF 368TH LANE IN GRANDY WAS A PUBLIC ROAD. ACCORDING TO THE PLAT OF THE TOWNSITE OF MANILA (aka GRANDY), BOTH DUNKIRK ST. NE AND 368TH LANE ARE PUBLIC ROADS. HOWEVER, 368TH LANE DOES NOT EXTEND ANY FURTHER WEST THAN DUNKIRK. THE TOWNSHIP ROAD MAINTENANCE SUPERVISOR (ROB) FOR CAMBRIDGE TOWNSHIP STATED THAT HE HAS NEVER DONE ANY MAINTENANCE WORK ON THE DRIVEWAY IN QUESTION. IT IS THE POSITION OF CAMBRIDGE TOWNSHIP THAT THE DRIVEWAY IN QUESTION IS A PRIVATE DRIVE.
- ii) **CAMBRIDGE TOWNSHIP NORTH PROPERTY** (03.014.1100) – AT THE LAST MONTHLY MEETING (OCTOBER), CHAR & WALTER RAY INQUIRED ABOUT PURCHASING A PORTION OF THE TOWNSHIP LAND (13.22 ACRES) TO THE NORTH. THE ISANTI CO. ZONING OFFICE DID CLARIFY THAT THE PARCEL IS CONSIDERED AS A LOT OF RECORD (CREATED PROPERLY). SOIL BORINGS FOR A SEPTIC SYSTEM, SETBACKS, FLOOD PLAIN, WETLANDS, ETC. WOULD STILL NEED TO BE CONSIDERED IN ORDER TO SAY IF A PARCEL WAS ACTUALLY “BUILDABLE”. A WRITTEN OFFER WAS RECEIVED AT \$1200 PER ACRE.
- MOTION: TO DECLINE THE RAY’S OFFER OF \$1200 PER ACRE FOR PARCEL 03.014.1100.**
- M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO APPROVE THE MOTION TO DECLINE THE RAY’S OFFER FOR THE LAND.**
- iii) **EMAIL FROM STEPHEN RILEY, U.S. ARMY CORPS OF ENGINEERS** – REGARDING 328TH AVE AND PETERSBURG ST NE CULVERT EXTENSION. A COPY OF THE LETTER WAS FILED IN THE TOWNSHIP ROAD PROJECT FILE (328TH AVE).
- iv) **GPI (GENUINE PROGRESS INDICATOR) AND LOCAL ECONOMIES** – THE TOWNSHIP RECEIVED AN EMAIL FROM KEN PENTEL, DIRECTOR OF THE ECOLOGY DEMOCRACY NETWORK STATING THAT HE BELIEVED THE GDP (GROSS DOMESTIC PRODUCT) AS AN ECONOMIC MEASUREMENT TOOL PUTS LOCAL AND RURAL REGIONS OF MINNESOTA AT A STRUCTURAL DISADVANTAGE, WHEREAS THE GPI LENDS ITSELF TO LOCAL ECONOMIC STABILITY. HE WAS ASKING FOR SUPPORT FOR MN HF437 AND FOR SF1532. THE BOARD TOOK NO ACTION.

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 DECEMBER 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.
- C. **SIGNATURE CARD** – THE CLERK RECEIVED NEW CHECK SIGNATURE CARDS FOR THE TOWNSHIP OFFICERS TO SIGN FOR CAMBRIDGE PEOPLES BANK OF COMMERCE.

- D. **FULL TIME EMPLOYEE COMPENSATION POLICY** – THE BOARD APPROVED THE POLICY REGARDING THE DEFINITION OF OVERTIME PAY. OVERTIME PAY IS DEFINED AS ANY HOURS WORKED GREATER THAN A TOTAL OF 40 HOURS PER WEEK. THE DEFINITION OF A WORK WEEK IS DEFINED AS MONDAY THRU SUNDAY.
MOTION: TO APPROVE THE DEFINITION OF OVERTIME AS ANY HOURS WORKED OVER 40HRS PER WEEK (MONDAY THRU SUNDAY).
M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO APPROVE

10. OTHER NEW BUSINESS

- A. **BUILDING PERMITS (OCTOBER 2017)** – THE TOWNSHIP RECEIVED FROM THE ISANTI COUNTY ZONING DEPARTMENT A LISTING OF ALL NEW HOME BUILDING PERMITS ISSUED FOR ISANTI COUNTY IN OCTOBER 2017. THERE WERE FOUR FOR CAMBRIDGE TOWNSHIP .
- B. **PEOPLES BANK MERGER** WITH FIRST BANK & TRUST, BROOKINGS, SD IN LATE DECEMBER (2017). (NOTE NAME CHANGE: **FIRST BANK & TRUST**) WITH THE MERGE, PEOPLES BANK OF COMMERCE’S CURRENT INVESTMENT PORTFOLIO WILL TRANSFER FROM US BANK, NA TO FEDERAL HOME LOAN BANK OF DES MOINES
NEW **SECURITIES CUSTODIAL AGREEMENT** WITH FEDERAL HOME LOAN BANK WAS ENCLOSED WITH THE PACKET RECEIVED FROM PEOPLES BANK OF COMMERCE. THE BOARD SIGNED THE SECURITIES CUSTODIAL AGREEMENT WITH THE UNDERSTANDING THAT THE CLERK CHECK WITH PEOPLES BANK OF COMMERCE TO BE SURE THAT ALL FUNDS IN EXCESS OF THE \$250,000 (FDIC LIMIT) ARE COVERED BY COLATERAL INSURANCE
- C. **THANK YOU CARDS** – THE BOARD SENT THANK YOU CARDS TO BRUCE FITZWATER OF FISH LAKE TOWNSHIP AND TIM ANDERSON FOR THEIR ASSISTANCE IN GETTING 10 LOBBY CHAIRS, 2 DESK CHAIRS AND 2 MISC CHAIRS FOR THE TOWNSHIP FROM A LAW OFFICE IN THE TWIN CITIES THAT WAS CLOSING.
- D. **CAMBRIDGE CITY ANNEXATION ORDINANCE** – THE CAMBRIDGE CITY COUNCIL IS CONSIDERING ADOPTING AN ORDINANCE THAT WOULD ANNEX PARCELS #03.031.2400 AND #03.031.0300 FROM THE TOWNSHIP. THE OWNERS OF THE PROPERTIES HAVE PETITIONED THE CITY FOR THE ANNEXATION. A PUBLIC HEARING ON THE ORDINANCE WILL BE HELD ON:
DECEMBER 4, 2017 (THE CITY COUNCIL MEETING BEGINS AT 3:00PM)
CAMBRIDGE CITY HALL, COUNCIL CHAMBERS
300 3RD AVENUE NE, CAMBRIDGE, MN 55008
THE BOARD DECIDED THAT JOHN ERLANDSON SR., TOWNSHIP CHAIRMAN, SHOULD ATTEND THE HEARING REPRESENTING THE TOWNSHIP. THE TOWNSHIP HAS NO OPPOSITION TO THE ANNEXATION ON THE GROUNDS THAT THE PROPERTY OWNERS PETITIONED THE CITY.
- E. **2017/2018 LEASE OF THE COMMUNITY BUILDING TO CAMBRIDGE TOWNSHIP**
THE LEASE IS FOR ONE YEAR (10/1/2017 THRU 9/30/2018)
AMOUNT OF LEASE: \$3,600 (PAYMENT DUE: 1/15/2018)
MOTION: TO APPROVE THE 2017/2018 LEASE OF THE COMMUNITY BUILDING

**ON THE ISANTI COUNTY FAIRGROUNDS TO BE USED FOR THE
CAMBRIDGE TOWNSHIP TOWNHALL.**

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

- F. **MATIT INSURANCE** – PROPERTY VALUATION UPDATE FORM ON BUILDING CURRENTLY THEY HAVE THE GARAGE/OFFICE INSURED @ \$236,864 MATIT’S RECALCULATED VALUE OF INSURANCE = \$ 250,957 (UPDATED AMT)
MOTION: TO CHOOSE REPLACEMENT COST COVERAGE (\$250,957) ON THE BUILDING (GARAGE/OFFICE).

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

FOR THOSE TOWNSHIPS WHO CHOOSE TO CONTINUE WITH REPLACEMENT COST COVERAGE, NO FURTHER ACTION IS REQUIRED (RESOLUTION WAS NOT NEEDED). THE RESOLUTION WAS ONLY IF YOU WISHED TO BE COVERED AT A COST BELOW THE NEW RECALCUATED REPLACEMENT COST. THE COVERAGE WILL AUTOMATICALLY BE CHANGED AS OF THE RESPONSE DATE: 12/11/2017.

- G. **ISANTI COUNTY TOWNSHIP OFFICERS ASSOCIATION MEETING** – ATTENDED BY SUPERVISOR JOHN ERLANDSON SR., THE TREASURER AND THE CLERK. THE MEETING WAS HELD ON 10/26/2017 AT THE ISANTI COUNTY GOVERNMENT CENTER. SOME AGENDA ITEMS INCLUDED THE FOLLOWING:
- i) ISANTI COUNTY DITCH PROGRAM – NONE IN EXISTENCE AT THIS TIME. THE COUNTY IS IN THE PROCESS OF DEVELOPING A COUNTY DITCH MODERNIZATION PLAN.
 - ii) MAT ATTORNEY STEVE FENSKE GAVE A SUMMARY ON ANNEXATION ISSUES.
- H. **OFFICE OF TRANSPORTATION SYSTEM MANAGEMENT, MnDOT** – THE TOWNSHIP WAS SENT A MAP OF THE TOWNSHIP AND THE BOARD IS TO UPDATE THE STATUS OF THE TOWNSHIP LAND. THE MAP THEN SHOULD BE RETURNED TO MnDOT.

11. REVIEWED MAILINGS AND OTHER COMMUNICATIONS RECEIVED

- A. ALLINA HEALTH EMERGENCY MEDICAL SERVICES IS PROUD TO BE HONORED WITH THE 2017 “EMS SERVICE OF THE YEAR” AWARD BY THE NATIONAL ASSOCIATION OF EMERGENCY MEDICAL TECHNICIANS AND EMS WORLD.
- B. DRAINAGE AND WATERS CONFERENCE – THURSDAY, FEBRUARY 15, 2018 AT THE RIVER’S EDGE CONVENTION CENTER, ST. CLOUD, MN (INFORMATION: www.rinkenoonan.com)
- C. LAKES AND PINES CAS INC. – BOARD AND EMPLOYEE NEWSLETTER

12. OFFICERS BUSINESS

- A. **CLERK:** NOTHING
- 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 – MEETING CANCELLED

16. NOTICES: **NOVEMBER 16, 17 & 18, 2017 – MAT 2017 EDUCATIONAL CONFERENCE & ANNUAL MEETING -MAYO CIVIC CENTER ROCHESTER, MN**
 DECEMBER 11, 2017 - NEXT CAMBRIDGE TOWNSHIP MONTHLY BOARD MEETING
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 8:50PM.
 M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO ADJOURN

DARRELL VOSIKA
CAMBRIDGE TOWNSHIP CLERK