

CAMBRIDGE TOWNSHIP MONTHLY MEETING

SEPTEMBER 14, 2020

PRESENT: BOARD SUPERVISORS: JOHN ERLANDSON SR. CHAIRMAN (ARRIVED 7:30PM)
DALE B. ANDERSON & JIM FRIDSTROM (CONSTITUTES A QUORUM)
TREASURER: CAROL WILLIAMS KAHRING
CLERK: DARRELL VOSIKA
ROAD MAINTENANCE SUPERVISOR: ROB ANDERSON (EMPLOYEE)

LOCATION: CAMBRIDGE TOWNSHIP HALL LOCATED ON THE ISANTI COUNTY FAIRGROUNDS

1. VICE CHAIRMAN DALE B. ANDERSON CALLED THE MONTHLY BOARD MEETING TO ORDER AT 7:00PM. DALE CHAIRED THE MEETING UNTIL JOHN ERLANDSON SR. ARRIVED.

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: 2-0) TO APPROVE.

M = OFFICER MAKING THE MOTION

S = OFFICER SECONDING THE MOTION

4. APPROVAL OF THE **MINUTES** OF THE **AUGUST 10, 2020** MONTHLY BOARD MEETING.

MOTION: TO APPROVE THE AUGUST 10, 2020 MINUTES AS WRITTEN

M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 2-0) TO APPROVE

5. **FINANCIAL REPORTS** WERE PREPARED BY CAROL WILLIAMS KAHRING, TOWNSHIP TREASURER AND DARRELL VOSIKA, TOWNSHIP CLERK.

A. MISC. INCOME (JULY):

| | |
|--|--------------|
| i) MAILBOX POST + E-911 SUBG (C. WELLS) | \$ 150.00 |
| ii) SALE OF 94 FORD L8000 (CARLSON AUCTION SERVICE) | \$ 13,590.00 |
| iii) ISANTI CO. AUDITOR-TREASURER (2020 PILT) | \$ 123.71 |
| iv) UTILITY PERMIT #2020-109 (BENGTSON) | \$ 100.00 |
| v) NORTH LAND LEASE PAYMENT (1YR) – R. KAHRING | \$ 500.00 |
| vi) DRIVEWAY PERMIT – 357 TH AVE (FEDDER HOMES) | \$ 650.00 |
| vii) UTILITY PERMIT #2020-110 (TELCOM CONST) | \$ 100.00 |

B. THE FOLLOWIN/G FINANCIAL REPORTS:

CLERK'S REPORT:

- i) BANK ACCOUNTS REPORT AS OF AUGUST 31, 2020
- ii) INTEREST & DIVIDEND REPORT (AUGUST 2020)

TREASURER'S REPORTS:

- i) CASH CONTROL STATEMENT – REPORTS NOT AVAILABLE – UNABLE TO MEET WITH LUCINDA FROM MAT (CTAS TRAINER)

C. THE TOWNSHIP RECEIVED REPORTS FROM FIRST BANK & TRUST SHOWING A COLLATERAL INSURANCE AMOUNT GREATER THAN THE UNINSURED SAVINGS DATED 8/31/2020. THEY CHECK THE DEPOSIT BALANCES EVERY BUSINESS DAY AT 2PM CST AND MAKE PLEDGE CHANGES ACCORDINGLY AT THAT TIME.

D. **ESCROW FUND** – FIRST BANK AND TRUST CHANGED CAMBRIDGE TOWNSHIP’S ACCOUNT (#1457) FROM A GOVERNMENT SAVINGS TO A GOVERNMENT MONEY MARKET ACCT EFFECTIVE 9/21/2020. THE FOLLOWING REQUIREMENTS TAKE EFFECT ON THE GOVERNMENT MONEY MARKET ACCOUNT:

- i) **MINIMUM BALANCE:** \$2,500.00 BEFORE A SERVICE CHARGE IS APPLIED THE SERVICE CHARGE WILL BE \$10.00 MONTHLY IF THE AVERAGE DAILY BALANCE FOR THE ACCOUNT FALLS BELOW \$2,500.00.
- ii) **INTEREST:** 0.05%
- iii) **TRANSACTION LIMITATIONS:** LIMITED TO SIX PER MONTHLY STATEMENT CYCLE.
- iv) **FEES:** AN EXCESS TRANSACTION FEE OF \$10.00 WILL BE CHARGED FOR EACH TRANSACTION IN EXCESS OF THE ABOVE LIMITATIONS.

E. FINANCIAL REPORTS

MOTION: TO APPROVE REPORTS AS PRESENTED AT THE SEPTEMBER 14, 2020 MONTHLY TOWNSHIP BOARD MEETING.

M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 2-0) TO APPROVE

**JOHN ERLANDSON SR., CAMBRIDGE TOWNSHIP BOARD CHAIRMAN, ARRIVED AND TOOK OVER THE CHAIR OF THE MEETING FROM DALE.

6. SCHEDULED BUSINESS:

A. **DON HANSEN** – DON, HANSEN SURVEYING, CAME BEFORE THE BOARD TO PRESENT A REVIEW OF TWO PRELIMINARY PLATS IN CAMBRIDGE TOWNSHIP.

i) **DOMINO RIDGE 2 PRELIMINARY PLAT** – OWNERS & DEVELOPERS ARE SCOTT A. & CHRISTINE L. HEDBERG.

AFTER REVIEWING THE PRELIMINARY PLAT:

THE TOWNSHIP HAS NO ISSUES REGARDING THE PRELIMINARY PLAT’S RELATIONSHIP TO TOWNSHIP ROADS AND DOES NOT SEEM TO HAVE ANY IMPACT ON CAMBRIDGE TOWNSHIP’S DAILY OPERATION.

MOTION: HAVING REVIEWED THE PRELIMINARY PLAT DOMINO RIDGE 2, THE TOWNSHIP FINDS NO ISSUES WITH THE PRELIMINARY PLAT AS PRESENTED.

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

ii) **DENNIS’S ACRES PRELIMINARY PLAT** – DENNIS SJODIN

AFTER REVIEWING THE PRELIMINARY PLAT:

THE TOWNSHIP HAS NO ISSUES REGARDING THE PLAT’S RELATIONSHIP TO TOWNSHIP ROADS (PLAT EXITS ONTO COUNTY ROAD 2) AND DOES NOT SEEM TO HAVE ANY IMPACT ON CAMBRIDGE TOWNSHIP’S DAILY OPERATIONS.

MOTION: HAVING REVIEWED THE PRELIMINARY PLAT DENNIS’S ACRES, THE TOWNSHIP FINDS NO ISSUES WITH THE PRELIMINARY PLAT AS PRESENTED.

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

7. NEW BUSINESS AT PUBLIC REQUEST:

A. **ELLISON KUTNEY** – GOPHER BOUNTY (44 GOPHERS @ \$2.00 EA) – A CHECK WILL BE MAILED TO HER.

8. ROAD BUSINESS

A. ROB'S REPORT

- i) THE **ANNUAL ROAD REVIEW** TOUR DATE WILL BE TENTATIVELY SCHEDULED FOR WEDNESDAY SEPTEMBER 30, 2020 AT 2PM. THE BOARD AND ANYONE INTERESTED SHOULD MEET AT THE TOWN GARAGE.
- ii) **337TH AVE NE (ROAD BY THE TOWNSHIP GARAGE)** – THE SOUTH SLOPE OF 337TH AVE ACROSS THE POND HAS BEEN COMPLETED – LOOKS GOOD!
- iii) **COUNTY ROAD 14 & 353RD AVE NE** – ROB HAS BEEN DISCUSSING WITH THE ISANTI COUNTY ASSISTANT HWY ENGINEER ABOUT THE SAFETY CONCERNS AT THE TRIANGLE INTERSECTION OF UNIVERSITY AVE (CO. ROAD 14) & 353RD AVE NE. THE TOWNSHIP WOULD LIKE TO SEE THE TRIANGLE OF ROADS REMOVED AND HAVE THE INTERSECTION RECONSTRUCTED WITH MORE OF A “T” INTERSECTION RESULTING IN BETTER SIGHT LINES (SAFETY CONCERN). SPRINGVALE TOWNSHIP WOULD ALSO NEED TO BE CONSULTED ON THIS PROJECT. BECAUSE OF THE COVID-19 RESTRICTIONS, ROB HAS BEEN UNABLE TO MEET WITH THE ISANTI COUNTY HIGHWAY DEPT. OR SPRINGVALE TOWNSHIP.
- iv) **2020 WESTERN STAR TRUCK** – TROUBLE LIGHTS LITE IN THE DASH INDICATING A FUEL CONCERN. ROB HAD THE TRUCK CHECKED OUT AND THE PROBLEM WAS WATER IN THE FUEL TANK. HE HAD SCHAEFFER'S OIL CHECK THE TOWNSHIP'S BULK DIESEL FUEL TANK FOR WATER AND THAT WAS NOT THE CAUSE. THE SOURCE OF THE WATER IS UNKOWN. THE BOARD DECIDED TO PAY THE \$350 REPAIR BILL RATHER THAN APPEAL THE BILLING.
- v) **UNIVERSITY AVE (SHARED ROAD WITH SPRINGVALE TOWNSHIP)** – ROB IS IN CONTACT WITH SEAL TECH REGARDING THE BILLING FOR THE ROUTING AND CRACK FILLING ON UNIVERSITY AVE – CAMBRIDGE TOWNSHIP SHARE.
- vi) **SECURITY SYSTEM FOR THE TOWN GARAGE & OFFICE** – JIM WILL BE WORKING ON PUTTING A SECURITY CAMERA SYSTEM AT THE TOWN GARAGE & OFFICE.
MOTION: FOR JIM TO DEVELOP A SECURITY CAMERA SYSTEM FOR THE TOWNSHIP GARAGE AND OFFICE AT A MAX EXPENSE OF \$1,000.
M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO APPROVE
- vii) **MEADOWOOD IV** – UPDATE
THE WEAR COAT WAS SCHEDULED TO BE APPLIED ON FRIDAY (9/11/20) AND THE SHOULDERING WILL BE SCHEDULED FOR WEDNESDAY (9/25/20).
- viii) **GRAVEL HAULING** – IS FINISHED
- ix) **GRADER TIRES** – THE NEW TIRES ON ORDER MAY BE DELAYED BECAUSE OF THE COVID-19 SITUATION.
- x) **LOADER TIRE** – IS BEING REPAIRED – THEY HAVE PROVIDED THE TOWNSHIP WITH A LOANER TIRE IN THE MEANTIME.

OLD BUSINESS

- A. **MATIT INSURANCE** – THE TOWNSHIP HAS RECEIVED AN INSURANCE REFUND FOR THE 94 FORD L8000 TRUCK THAT WAS SOLD AT AUCTION (\$492.00).
- B. **BROADBAND UPDATE** – HAVE NOT HEARD ANYTHING NEW ON THE SUBJECT.

10. NEW BUSINESS

- A. **GENERAL ELECTION:** NOVEMBER 3, 2020 – VOTING 7AM – 8PM
LOCATION: TOWNHALL LOCATED ON THE ISANTI COUNTY FAIRGROUNDS.
- B. **MN COVID-19 RELIEF FUND (CRF)**
THE CLERK GAVE A BRIEF DESCRIPTION OF THE STEPS REQUIRED FOR THIS RELIEF FUND.
 - i) TO QUALIFY:
 - a) CORONAVIRUS RELIEF FUND **CERTIFICATION FORM** NEEDS TO BE SENT TO THE MINNESOTA DEPARTMENT OF REVENUE BY 9/15/20 – THE CLERK SENT CAMBRIDGE TOWNSHIP’S FORM IN ON 9/3/2020.
 - b) MN STATE **SWIFT NUMBER** – THE TOWNSHIP HAS THIS
 - c) NEED TO GET A **D-U-N-S NUMBER** (DATA UNIVERSAL NUMBERING SYSTEM) – USED TO IDENTIFY BUSINESSES. IT’S USED TO TRACK THE RECEIPTS AND THE USE OF CARES ACT FUNDING.
 - d) NEED TO REGISTER IN THE FEDERAL **SYSTEM FOR AWARD MANAGEMENT (SAM)** WITHIN 30 DAYS OF RECEIPT OF CRF FUNDS.
THIS IS A REQUIREMENT TO ALLOW THE FEDERAL GOVERNMENT TO TRACK THE DISTRIBUTION OF FEDERAL FUNDS.
 - ii) THE CLERK GAVE EACH BOARD MEMBER A LIST OF THE AUTHORIZED USES OF CARES ACT FUNDING TO REVIEW AND REPORT BACK AT THE OCTOBER’S MONTHLY MEETING.
 - iii) THE CLERK GAVE EXAMPLES OF RESOLUTIONS THAT THE BOARD MAY CONSIDER REGARDING THE CARES ACT FUNDING.
 - **RESOLUTION EXPENDING CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY (CARES) ACT FUNDS.**
 - **RESOLUTION TO TRANSFER EXCESS CARES ACT FUND TO ANOTHER GOVERNMENT ENTITY.**

THE BOARD WILL CONTINUE THE DISCUSSION OF THE MN COVID-19 RELIEF FUND AT THE OCTOBER 12, 2020 MONTHLY BOARD MEETING.
- C. **FREECONFERENCECALL.COM** – THE BOARD IS CONSIDERING A CONTRIBUTION TO THE FREE CONFERENCECALL.COM. THE TOWNSHIP WAS ABLE TO USE THIS SYSTEM (VIA CELLPHONE) DURING THE COVID-19 PERIOD WHEN THE BOARD COULD NOT MEET IN PERSON.

11. REVIEWED MAILINGS AND OTHER COMMUNICATIONS

12. OFFICERS BUSINESS

- A. **CLERK:** THE TOWNSHIP RECEIVED AN EMAIL FROM AN ISANTI TWSP RESIDENT

WITH A CONCERN FOR CARS SPEEDING ON THE ROAD BY THEIR RESIDENCE. THE CLERK FORWARDED THE REQUEST TO THE ISANTI TWSP CLERK.

- B. **TREASURER:** CAROL WOULD LIKE OFFICE 365 ADDED TO THE TREASURER'S COMPUTER
- C. **SUPERVISORS:** NONE

- 13. REPORT OF ISANTI COUNTY PLANNING COMMISSION – NOTHING FOR CAMBRIDGE TOWNSHIP (JIM)
- 14. REPORT OF ISANTI COUNTY BOARD OF ADJUSTMENT –NOTHING FOR CAMBRIDGE TOWNSHIP (JIM)
- 15. REPORT OF **THE NORTH TH 65 CORRIDOR COALITION** – (JOHN) THE NEXT MEETING IS SCHEDULED FOR SEPTEMBER 24, 2020.
- 16. NOTICES: **OCTOBER 12, 2020 @ 7PM** – NEXT MONTHLY TOWNSHIP BOARD MEETING
NOVEMBER 3, 2020 @ 7AM – 8PM – MN GENERAL ELECTION
VOTING AT THE TOWNHALL LOCATED ON THE ISANTI COUNTY FAIRGOUNDS
- 17. OTHER BUSINESS:
 - A. **RAMONA NASTROM – MEADOWOOD IV** – THE SHOULDERING WILL BE DONE SOON AND ONCE ROB HAS REVIEWED AND APPROVED, HE CAN NOTIFY THE CLERK TO WRITE A LETTER FOR THE RELEASE OF THE REMAINING FUNDS BEING HELD AT GRANT LINDBERG'S OFFICE.
A MOTION TO ACCEPT THE ROAD WILL BE CONSIDERED AT THE OCTOBER 12, 2020 MONTHLY BOARD MEETING.
 - B. **EVALUATE THE HEATING SYSTEM** IN THE GARAGE
HAVE TRADWINDS EVALUATE THE SYSTEM.
- 18. MOTION MADE TO PAY THE BILLS AS LISTED FOR AUGUST 2020.
M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO APPROVE
- 19. MOTION MADE TO ADJOURN AT 8:23 PM.
M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 3-0) TO ADJOURN

DARRELL VOSIKA
CAMBRIDGE TOWNSHIP CLERK