

**CAMBRIDGE TOWNSHIP MONTHLY MEETING
DECEMBER 14, 2020**

PRESENT: BOARD SUPERVISORS: JOHN ERLANDSON SR. CHAIRMAN
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. CHAIRMAN JOHN ERLANDSON SR. CALLED THE MONTHLY BOARD MEETING TO ORDER AT 7:00PM.
COVID-19 PRECAUTIONS WERE IN EFFECT: MASKS & SOCIAL DISTANCING
2. THE PLEDGE OF ALLEGIANCE TO THE FLAG WAS RECITED.
3. APPROVAL OF THE AGENDA
MOTION: TO APPROVE THE AGENDA AS PRESENTED.
M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO APPROVE.
M = OFFICER MAKING THE MOTION
S = OFFICER SECONDING THE MOTION
4. APPROVAL OF THE **MINUTES** OF THE **NOVEMBER 9, 2020** MONTHLY BOARD MEETING.
MOTION: TO APPROVE THE NOVEMBER 9, 2020 MINUTES AS WRITTEN
M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 3-0) TO APPROVE
5. **FINANCIAL REPORTS** WERE PREPARED BY CAROL WILLIAMS KAHRING, TOWNSHIP TREASURER AND DARRELL VOSIKA, TOWNSHIP CLERK.
 - A. MISC. INCOME (NOVEMBER):
 - i) DRIVEWAY PERMIT – MEADOWOOD IV (NASTROM – CK #9393) \$ 650.00
 - B. THE FOLLOWING FINANCIAL REPORTS:
CLERK’S REPORT:
 - i) BANK ACCOUNTS REPORT AS OF NOVEMBER 30, 2020
*****INFORMATION:** RECEIVED ON 12/1/2020 THE 2020 2ND HALF TAX SETTLEMENT (via EFT) = \$163,318.76
THIS AMOUNT IS NOT REFLEXED IN THE BANK ACCOUNT TOTALS DATED NOVEMBER 30, 2020.
 - ii) INTEREST & DIVIDEND REPORT (NOVEMBER 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 11/30/2020. THEY CHECK THE DEPOSIT BALANCES EVERY BUSINESS DAY AT 2PM CST AND MAKE PLEDGE CHANGES ACCORDINGLY AT THAT TIME.

D. FINANCIAL REPORTS

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

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

6. SCHEDULED BUSINESS:

A. **DON HANSEN – SURVEYOR**

DON CAME BEFORE THE BOARD WITH QUESTIONS REGARDING A FUTURE DEVELOPMENT ON NAPLES STREET SOUTH OF 328TH AVE NE. HIS CONCERN WAS NEITHER NAPLES STREET NOR 328TH AVE NE IS PAVED; THEREFORE, DOES THE ROAD(S) IN THE PLAT NEED TO BE PAVED? THE BOARD'S ANSWER TO HIS QUESTION WAS THAT ACCORDING TO CAMBRIDGE TOWNSHIP'S ROAD ORDINANCE 101 ALL NEW PLAT ROADS NEED TO BE PAVED.

B. **TRADEWINDS HEATING AIR CONDITIONING FIREPLACE** - THE BOARD MET WITH A REPRESENTATIVE OF TRADEWINDS AT THE NOVEMBER 9, 2020 MONTHLY BOARD MEETING. THE BOARD APPROVED A QUOTE OF \$7,843 FOR WORK TO BE DONE ON THE PRESENT SYSTEM. A CONTRACT WAS SENT AND CHAIRMAN JOHN ERLANDSON SR. SIGNED THE PURCHASE/REPAIR CONTRACT.

7. NEW BUSINESS AT PUBLIC REQUEST:

A. **PAUL NYMAN – GOPHER BOUNTY (33 GOPHERS) @ \$2 PER GOPHER = \$66.00**

B. **DAVID CARLSON – REGARDING CITY OF CAMBRIDGE'S ORDINANCE 723 THAT WOULD BE ANNEXING HIS RESIDENCE IN CAMBRIDGE TOWNSHIP. THE REASON FOR THE PROPOSED ANNEXATION OF THIS PARCEL IS THAT IT IS COMPLETELY SURROUNDED BY THE CITY OF CAMBRIDGE MUNICIPAL BOUNDARY. THE BOARD CONSIDERS THIS A HOSTILE ANNEXATION AND BOARD SUPERVISOR DALE B. ANDERSON WILL ATTEND THE CITY COUNCIL MEETING ON DECEMBER 21, 2020 AT 6PM TO EXPRESS THE TOWNSHIP'S VIEWPOINT.**

8. ROAD BUSINESS

A. **ROB'S REPORT**

- i) **ROUTING & FILLING CRACKS ON UNIVERSITY AVE (BILLING)** – ROB HAS BEEN IN DISCUSSION WITH SEAL TECH ON THE BILLING. WAITING FOR A BILLING CLARIFICATION.
- ii) **SECURITY SYSTEM FOR THE TOWN GARAGE & OFFICE** – JIM, ROB AND PETER HAVE INSTALLED A SECURITY SYSTEM AT THE OFFICE/GARAGE.
- iii) **FUEL PROBLEM** – WATER AND SLUSH (ALGAE) WERE DISCOVERED IN THE OUTSIDE FUEL STORAGE TANK. ROB AND JIM DRAINED THE WATER FROM THE STORAGE TANK AND THEN TREATED THE STORAGE FUEL WITH THE PROPER TREATMENT CHEMICALS. THEY ALSO HAD TO REPLACE FUEL FILTERS AND WATER SEPARATOR FILTERS ON THE VEHICLES AND EQUIPMENT THAT USED DIESEL FUEL FROM THE TANK.
- iv) ROB HAS BEEN WORKING ON REMOVING RUST STOPS ON THE JD LOADER
- v) FOUR (4) NEW REAR TIRES HAVE BEEN INSTALLED ON THE CAT GRADER AND TWO (2) OF THE BEST REAR TIRES WERE MOUNTED UP FRONT TO REPLACE THOSE TIRES.
- vi) ROB EXPRESSED A CONCERN REGARDING THE BEATING THE WEAR COAT

IS TAKING ON DEVELOPMENT ROADS. THE QUESTION THAT SHOULD BE CONSIDERED IS WHEN TO PUT THE WEAR COAT ON THE ROAD? THE BOARD WILL REVIEW THIS IN THE FUTURE.

- B. **UPDATE ON 2020 LRIP GRANT FUNDS ON 343RD AVE NE** – THE TOWNSHIP HAS RECEIVED COMMUNICATIONS FROM THE MINNESOTA DEPARTMENT OF TRANSPORTATION REGARDING THE 2020 LRIP GRANT FUNDS. THE TOWNSHIP WILL NEED TO SUBMIT A NEW APPLICATION WITH THE 2020 APPLICATION TEMPLATE. DALE HAS TALKED TO BOGART, PEDERSON & ASSOCIATES REGARDING REAPPLICATION (THEY DID THE ORIGINAL APPLICATION). PREPARATION OF THE LRIP GRANT APPLICATION WOULD COST \$1,500.
MOTION: TO REAPPLY FOR THE 2020 LRIP GRANT FUNDS FOR 343RD AVE THRU BOGART, PEDERSON & ASSOCIATES AT A COST OF \$1,500.
M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 3-0) TO APPROVE
- C. **REQUEST FOR UTILITY INFORMATION** – THE TOWNSHIP RECEIVED THE REQUEST FOR ALONG CO. RD 14 (NORTH OF HWY 95) AND THEN WEST ON 339TH AVE (1300'). ALSO 500' ON 335TH AVE NE (GOPHERVILLE). DALE HAD RESPONDED TO THE REQUEST.
- D. **ROAD POLICY** – THE TOWNSHIP HAS NO WRITTEN POLICY REGARDING THE REMOVAL OF DEAD DEER ON TOWNSHIP ROADS OR ROW.

9. OLD BUSINESS

- A. **MEMO (10/22/2020)** FROM UNEMPLOYMENT INSURANCE STATING THAT THE BILLING IS CURRENTLY SUSPENDED DUE TO THE COVID-19 PANDEMIC.
MEMO (11/18/2020) – PRELIMINARY REVIEW OF Q1-2020 – Q3-2020 – THE DEPT. WILL NOT BE SENDING ANY QUARTERLY BILLS UNTIL THEIR REVIEW IS FINALIZED ONCE THE 4TH QUARTER OF 2020 IS COMPLETE.
- B. **UPDATE TOWNSHIP WEB PAGE** – THE CLERK HAS SENT A MEMO TO OUR WEB SITE DIRECTOR WITH THE CHANGES THAT NEED TO BE DONE.

10. NEW BUSINESS

- A. **ANNEXATION ORDINANCE** – RECEIVED FROM THE CITY OF CAMBRIDGE
THE CITY OF CAMBRIDGE WILL HAVE A PUBLIC HEARING ON THE PROPOSED ANNEXATION AT THEIR DECEMBER 21, 2020, CITY COUNCIL MEETING (6PM). THE REASON FOR THE PROPOSED ANNEXATION OF THIS PARCEL IS THAT IT IS COMPLETELY SURROUNDED BY THE CITY OF CAMBRIDGE MUNICIPAL BOUNDARY.
PARCEL TO BE ANNEXED: PIN: 03.021.0800 (ACREAGE = 3)
PROPERTY ADDRESS: 2288 343RD NE (CAMBRIDGE)
SUPERVISOR DALE ANDERSON WILL ATTEND THE HEARING (SEE 7B).
- B. **PERSONEL REVIEWS:**
- i) REVIEW OF CAMBRIDGE TOWNSHIP'S FULL TIME EMPLOYEE COMPENSATION POLICY #102-2021. AFTER REVIEW AND WITH NO CHANGES THE FOLLOWING ACTION WAS TAKEN:
MOTION: TO APPROVE CAMBRIDGE TOWNSHIP'S FULL TIME EMPLOYEE COMPENSATION POLICY #102-2021.
M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 3-0) TO APPROVE

ii) FULL TIME EMPLOYEE REVIEW: THE BOARD FELT THAT ROB DOES AN ABOVE AVERAGE WORK PERFORMANCE FOR THE TOWNSHIP. HE HAS EXCELLENT PR SKILLS AND DOES A GOOD JOB OF MAINTAINING THE EQUIPMENT. THE BOARD WAS ALSO AWARE THAT THE HEALTH INSURANCE PROGRAM COST FOR ROB WAS GOING UP 9.8% IN 2021. THE FOLLOWING ACTION WAS TAKEN:

MOTION: TO INCREASE ROB'S HOURLY RATE BY \$0.50 AND TO PAY THE TOTAL INCREASED HEALTH INSURANCE COST FOR 2021.

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

iii) PART TIME EMPLOYEES REVIEW: THE PART TIME EMPLOYEES PLAY AN IMPORTANT PART IN THE PROPER FUNCTIONING OF THE TOWNSHIP. THE BOARD FELT THAT THE PRESENT SALARY IS ADEQUATE WITH THE MN STATE STATUTE FOR THE PERA REQUIREMENT TAKING EFFECT WHEN A PART TIME EMPLOYEE'S WORK HOURS REACH A CERTAIN LEVEL.

MOTION: TO HAVE THE HOURLY RATE REMAIN THE SAME.

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

C. **WORKER'S COMP AUDIT REPORT (MATIT)**

i) PREMIUM DUE 1/1/2021 (\$5,625.00) (MATIT)

ii) THE AUDIT REPORT IS DUE 1/31/2021 (MATIT)

D. **ISANTI-CHISAGO COUNTY STAR – 2021 QUOTE FOR OFFICIAL NEWSPAPER DESIGNATION (FOR LEGAL NOTICES).**

QUOTE: \$6.20 PER COLUMN INCH FOR ALL NOTICES WITH A 7 POINT TYPE AND 9 LINES PER INCH. ALL LEGAL NOTICES WILL BE POSTED TO THE WEBSITE: www.isanti-chisagocountystar.com, AT NO ADDITIONAL CHARGE AND FREE TO ALL VIEWERS.

THE *ISANTI/CHISAGO COUNTY STAR* MEETS ALL OF THE REQUIREMENTS FOR A LEGAL NEWSPAPER AS SET FORTH IN MN STATUTE 331A.02. THE *STAR* IS DISTRIBUTED FREE WEEKLY TO 9,754 HOUSEHOLDS INCLUDING SOME OF THOSE IN CAMBRIDGE TOWNSHIP.

MOTION: TO APPROVE THE *ISANTI/CHISAGO COUNTY STAR* AS THE OFFICIAL NEWSPAPER FOR CAMBRIDGE TOWNSHIP AND ACCEPT THE QUOTE.

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

11. REVIEWED MAILINGS AND OTHER COMMUNICATIONS RECEIVED.

12. OFFICERS BUSINESS

A. **CLERK:** i) TOWNSHIP OFFICER ELECTION – FILING DATES OPEN ON DECEMBER 29, 2020 THRU 5PM JANUARY 12, 2021

B. **TREASURER:** NONE

C. **SUPERVISORS:** i) DALE REPORTED ON HIS RESEARCH REGARDING BROADBAND SERVICE. HIS DEALINGS WITH CENTURYLINK HAVE RESULTED IN NOT GETTING ANY QUESTIONS ANSWERED.

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 – NO MEETING (JOHN)**
16. NOTICES: **DECEMBER 21, 2020 @ 6PM – ANNEXATION ISSUE - PUBLIC HEARING AT CAMBRIDGE CITY COUNCIL MEETING – DALE WILL BE ATTENDING**
 DECEMBER 29, 2020 THRU 5PM JANUARY 12, 2021 – FILING FOR ANNUAL MARCH ELECTION FOR TOWNSHIP OFFICER:
 1-SUPERVISOR FOR 3YR TERM
 1-TREASURER FOR 2YR TERM
 JANUARY 11, 2021 @ 7PM – NEXT CAMBRIDGE TOWNSHIP MONTHLY MEETING
17. OTHER BUSINESS: NONE
18. MOTION MADE TO PAY THE BILLS AS LISTED FOR NOVEMBER 2020.
 M/S: DALE B. ANDERSON / JIM FRIDSTROM (VOTE: 3-0) TO APPROVE
19. MOTION MADE TO ADJOURN AT 8:55PM.
 M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 3-0) TO ADJOURN

DARRELL VOSIKA
CAMBRIDGE TOWNSHIP CLERK