

# **CAMBRIDGE TOWNSHIP MONTHLY MEETING**

## **SEPTEMBER 13, 2021**

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

**LOCATION:** CAMBRIDGE TOWNSHIP HALL LOCATED IN THE ISANTI COUNTY HISTORICAL SOCIETY BUILDING (33525 1<sup>ST</sup> ST. NE, CAMBRIDGE).

1. CHAIRMAN DALE B. ANDERSON CALLED THE MONTHLY BOARD MEETING TO ORDER AT 7:00PM.
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 9, 2021**, MONTHLY BOARD MEETING.

**MOTION: TO APPROVE THE AUGUST 9, 2021, 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:

i) STATE OF MN – FEDERAL GRANT (ARPA) (AMERICAN RESCUE PLAN ACT)	\$ 130,472.39
ii) REFUND – LUMEN TECH (CENTURYLINK) – ANTIVIRUS PROGRAM	\$ 29.50
iii) UTILITY PERMIT #2021-111 – TELCOM CONST.	\$ 100.00
iv) UTILITY PERMIT #2021-112 – M. FURLONG	\$ 100.00
v) UTILITY PERMITS #2021-113 & 2021-114 – TELCOM CONST.	\$ 200.00
vi) DUST CONTROL (PRIVATE PAY) – BRASS RAIL	\$ 111.00
vii) ISANTI CO. – PILT SETTLEMENT 2021 PILOT – PUBLIC HUNTING GROUNDS \$103.60 PILOT – WETLANDS \$13.29	\$ 116.89
viii) DRIVEWAY PERMIT – HEADWATER HOMES LLC	\$ 550.00

B. THE FOLLOWING FINANCIAL REPORTS:

CLERK'S REPORT:

- i) BANK ACCOUNTS REPORT AS OF AUGUST 31, 2021
- ii) INTEREST & DIVIDEND REPORT (AUGUST 2021)

TREASURER'S REPORTS:

i) REPORTS WILL BE MADE AVAILABLE ONCE THE TREASURER CAN MEET WITH A MINNESOTA ASSOCIATION OF TOWNSHIP'S CTAS TRAINER TO SOLVE THE CTAS COMPUTER PROGRAM GLITCH.

C. THE TOWNSHIP RECEIVED REPORTS FROM FIRST BANK & TRUST SHOWING A COLLATERAL INSURANCE AMOUNT GREATER THAN THE UNINSURED SAVINGS DATED 8/31/2021. 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 SEPTEMBER 13, 2021, MONTHLY TOWNSHIP BOARD MEETING.**

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

6. SCHEDULED BUSINESS:

A. **TODD SCHWAB, CAMBRIDGE CITY UTILITIES DIRECTOR** – ASKED THAT THE DISCUSSION ON THE REVIEW OF THE 343<sup>RD</sup> AVE FUTURE ROAD PROJECT BE TABLED UNTIL THE OCTOBER 11, 2021, MONTHLY TOWNSHIP MEETING.

7. NEW BUSINESS AT PUBLIC REQUEST:

A. **JOE WITTROCK AND FRANCIS ABRAHAM**, FANNY LAKE RESIDENTS, CAME BEFORE THE BOARD INTERESTED IN KNOWING WHAT ACTION THE TOWNSHIP MAY TAKE REGARDING THAT PORTION OF TOWNSHIP ROAD (25' WIDE) THAT ORIGINATES FROM FANNY LAKE ROAD AND TERMINATES AT THE FANNY LAKE WATERLINE. THE TOWNSHIP HAS NOT DONE ANY IMPROVEMENTS OR MAINTENANCE TO THAT PORTION OF THE ROAD POSSIBLY SINCE ESTABLISHED. THE IDEA OF A POSSIBLE VACATION OF THE ROAD WAS INTRODUCED INTO THE DISCUSSION. NO ACTION WAS TAKEN BY THE BOARD AT THIS TIME.

8. ROAD BUSINESS

A. ROB'S REPORT:

i) **HIGHWAY 95 DETOUR WEST OF CAMBRIDGE** – ROB HAS TALKED TO THE STATE OF MN HIGHWAY DEPT. ABOUT THE ADDED TRAFFIC THAT POLK ST NORTH OFF OF COUNTY ROAD 6 HAS EXPERIENCED. THE ROAD RECEIVING AN INCREASE IN TRAFFIC AS A RESULT OF THE DETOUR IS THE AIRPORT ROAD (329<sup>TH</sup> AVE NE). THE TOWNSHIP IS TO KEEP THE STATE INFORMED ON THE CONDITION OF THE TOWNSHIP ROADS THAT SEEM TO BE AFFECTED BY THE DETOUR. PAST EXPERIENCE HAS THE STATE REIMBURSING THE TOWNSHIP FOR ADDED ROAD MAINTENANCE AS A RESULT OF A STATE DETOUR. ROB STATED THAT THERE IS AN INCREASE IN TRAFFIC ON NORTH POLK ST OFF OF COUNTY ROAD 6, BUT NOT AS GREAT AS HE FIGURED AT THIS TIME.

ii) **SEWER PIPE UNDER LAVERN RD** – A SEWER PIPE UNDER LAVERN RD NE COLLAPSED AND HAS BEEN REPLACED: 33688 LAVERN RD NE  
PARCEL #030400050

THE CENTURYLINK COMMUNICATION LINE WAS CUT DURING THE REPLACEMENT (A GOPHER ONE MARKING ERROR). ROB AND THE CLERK MET WITH THE CENTURYLINK REPRESENTATIVE TO DISCUSS WHERE THE NEW LINE

WILL BE PLACED IN THE TOWNSHIP ROW. ROB STATED THAT THE PATCHING WAS COMPLETED AS OF 9/1/2021 (BOETTCHER EXCAVATING & SEPTIC LLC). THE TOWNSHIP STILL HAS AN UTILITY PERMIT OPEN FOR RUNNING THE NEW TELEPHONE LINE UNDER LAVERN ST.

iii) **343<sup>RD</sup> AVE NE** – THE TOWNSHIP IS RE-EVALUATING A FUTURE RECONSTRUCTION PROJECT FROM (OLD) MAIN ST. TO XYLITE ST NE. TODD SCHWAB, CAMBRIDGE CITY UTILITIES DIRECTOR, WILL ATTEND THE OCTOBER 11, 2021, TOWNSHIP MONTHLY MEETING TO DISCUSS THE PROJECT.

iv) **349<sup>TH</sup> AVE NE**- 3605 349<sup>TH</sup> AVE NE – ROB REPORTED THAT THE TOWNSHIP FIXED A FIELD APPROACH.

v) **BRUSHING ROW**- THE TOWNSHIP HAS BEEN BRUSHING TOWNSHIP ROAD ROW WITH THE USE OF CAMBRIDGE CITY'S CHIPPER.

vi) **SPECIAL BOARD MEEING** – SCHEDULED FOR MONDAY 9/20/2021 @ 3:30PM TO REVIEW AND DISCUSS EMPLOYEE WORK SCHEDULES FOR THE YEAR.  
MEETING LOCATION: CAMBRIDGE TOWNSHIP GARAGE/OFFICE  
3568 337<sup>TH</sup> AVE NE  
CAMBRIDGE, MN 55008

B. **FANNY LAKE ROAD** (DOCK UPDATE) – THE DOCK HAS BEEN REMOVED.

C. **MINNESOTA FALL MAINTENANCE EXPO (OCT. 6 & 7, 2021)** – TO BE HELD IN ST CLOUD.  
THE FEE IS AS FOLLOWS: \$50/PERSON FOR BOTH DAYS  
\$30/PERSON FOR 1 DAY

THE TOWNSHIP HAS PAID FOR THREE 1 DAY REGISTRATIONS (\$90.00).

D. **DISTRICT 7 MEETING** – THE CLERK VIEWED THE MEETING ON 8/12/2021 VIA ZOOM. SILVER CREEK TWP (HOST) ROAD SUPERVISOR DISCUSSED THE TOWNSHIP EXPERENCE WITH CHIP SEAL ON GRAVEL. JEFF KRUEGER, EXECUTIVE DIRECT OF MAT, GAVE AN ARPA UPDATE.

## 9. OLD BUSINESS

A. **BROADBAND** – THE TOWNSHIP HAS NOT RECEIVED ANY FURTHER COMMUNICATIONS FROM GENESIS WIRELESS INTERNET SINCE A REPRESENTATIVE TALKED TO THE BOARD.

B. **MATIT**- THE CLERK EMAILED DAWN ZIMMERMAN, UNDERWRITING ASSISTANT FOR MATIT, TO VERIFY THAT THE TOWNSHIP LIABILITY INSURANCE WOULD BE ACTIVE REGARDING THE CHANGE IN LOCATION OF THE TOWNSHIP MEETING HALL (ISANTI COUNTY HISTORICAL BUILDING). SHE EMAILED BACK THAT THE TOWNSHIP LIABILITY INSURANCE FOLLOWS THE TOWNSHIP WHEREVER WE HOLD OUR MEETINGS AND THAT THERE IS NOTHING FURTHER THAT NEEDS TO BE DONE.

## 10. NEW BUSINESS

A. **AMERICAN RESCUE PLAN ACT** – ALL TOWNSHIPS HAVE BEEN ENCOURAGED BY THE MINNESOTA ASSOCIATION OF TOWNSHIPS (MAT) TO APPLY FOR THE FUNDS. THE FUNDS WILL BE DISTRIBUTED AS FOLLOWS: 50% SUMMER 2021  
50% SUMMER 2022  
CAMBRIDGE TOWNSHIP RECEIVED BY DIRECT DEPOSIT \$130,472.39 ON 8/10/2021.

THE FOLLOWING ACTIONS HAVE BEEN COMPLETED

i) DEPOSIT THE FUNDS IN A SEPARATE SAVINGS ACCOUNT

REASON: THERE ARE PARAMETERS ON HOW THE FUNDS CAN BE USED; HOWEVER, ANY INTEREST EARNED ON THE FUNDS CAN BE USED IN THE TOWNSHIP GENERAL FUND. THE FUNDS THEMSELVES CANNOT BE USED FOR R&B.

THE NEW ACCOUNT (ARPA ACCT) WILL START APPEARING ON THE SEPTEMBER 2021 BANK ACCOUNT REPORTS.

ii) THE 2 FOLLOWING DOCUMENTS NEEDED TO BE REVIEWED AND SIGNED BY THE BOARD ACCORDING TO ARPA REGULATIONS. THE DOCUMENTS ARE TO BE FILED AT THE TOWNSHIP

a) **CORONAVIRUS STATE AND LOCAL RECOVERY FUNDS AWARD**

b) **ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT**

DALE B. ANDERSON, CAMBRIDGE TOWNSHIP CHAIRMAN, SIGNED THE TWO DOCUMENTS.

B. NOTICE: **COURTI & RUPPE, P.L.L.P. 12<sup>TH</sup> ANNUAL TOWNSHIP LEGAL SEMINAR**

CHECK NOTICE FOR VARIOUS DATES

C. **ELECTIONS: TOWNSHIP HALL & POLLING PLACE CHANGE**

NEW LOCATION: CAMBRIDGE TOWNSHIP HALL  
THE ISANTI COUNTY HISTORICAL SOCIETY BUILDING  
33525 FLANDERS ST. NE.  
CAMBRIDGE, MN 55008

**RESOLUTION #21-09: RESOLUTION DESIGNATING ANNUAL POLLING PLACE M/S: JIM FRIDSTROM / JOHN ERLANDSON SR. (VOTE: 3-0) TO WAS APPROVED AT THE AUGUST 9, 2021 MEETING.**

THE CLERK HAS SENT A COPY OF THE RESOLUTION TO THE ISANTI COUNTY AUDITOR'S OFFICE ALONG WITH A REQUEST TO HAVE THE AUDITOR'S OFFICE NOTIFY ANY OTHER GOVERNMENT OFFICES OF THE TOWN HALL ADDRESS CHANGE (eg. ASSESSOR'S OFFICE REGARDING PROPERTY TAX STATEMENTS).

D. **ISANTI COUNTY MULTI-HAZARD MITIGATION PLAN – THE TOWNSHIP RECEIVED AN EMAIL FROM JOHN ELDER, CAPTAIN – ISANTI COUNTY SHERIFF'S OFFICE, INFORMING THE TOWNSHIP THAT THE ISANTI COUNTY EMERGENCY MANAGEMENT IS COMMENCING WORK ON THE UPDATE OF THE ISANTI COUNTY MULTI-HAZARD MITIGATION PLAN (MHMP). AN UPDATE OF THE PLAN IS REQUIRED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) EVERY 5-YEARS IN ORDER TO MAINTAIN ELIGIBILITY FOR FEMA HAZARD MITIGATION ASSISTANCE (HMA) GRANT PROGRAM FUNDING. THE ISANTI COUNTY MHMP INCORPORATES THE CONCERNS AND NEED OF TOWNSHIPS. OVER THE NEXT YEAR THE TOWNSHIP MAY BE ASKED FOR INFORMATION REGARDING THE PLAN AND OPPORTUNITIES TO PARTICIPATE IN THE PLANNING PROCESS.**

11. MAILINGS AND OTHER COMMUNICATIONS RECEIVED:

- A. LAKES AND PINES COMMUNITY ACTION COUNCIL – INVITATION TO THE 57<sup>TH</sup> ANNUAL MEETING ON OCTOBER 1, 2021 @ THE BRAHAM COMMUNITY CENTER (4:30PM)

12. OFFICERS BUSINESS

- A. CLERK: NOTHING
- B. TREASURER: NOTHING
- C. SUPERVISORS:
  - i) JIM – PARKING CONCERN ON NAPLES ST & CO RD 34 BY SANDQUIST PARK – THE SOUTH PARKING LOT AT THE SOFTBALL FACILITIES WAS NEARLY EMPTY. NAPLES ST IS POSTED “NO PARKING” ON EACH SIDE OF THE STREET. WITH CARS PARKED ON BOTH SIDES OF NAPLES ST, THERE WAS ONLY A NARROW PORTION OF THE STREET AVAILABLE FOR TRAFFIC. AUTHORITIES WERE NOTIFIED.
  - ii) JIM – THE PLANNING COMMISSION WILL BE HAVING A HEARING REGARDING ADUs (ACCESSORY DWELLING UNITS). JIM WILL FOLLOW-UP ON THE SUBJECT AS THE DEFINITION OF THE USE FOR ADUs HAS EXPANDED OVER TIME.

13. REPORT OF **ISANTI COUNTY PLANNING COMMISSION – JIM** – NOTHING FOR THE TOWNSHIP

14. REPORT OF **ISANTI COUNTY BOARD OF ADJUSTMENT – JIM** REVIEWED WITH THE BOARD THE FOLLOWING CAMBRIDGE TWP CASE: DONALD & VICKY FUNFAR – MARMON ST.

15. REPORT OF **NORTH TH 65 CORRIDOR COALITION** – JOHN WAS NOT AVAILABLE AND THE AUGUST MEETING WAS CANCELLED.  
THE NEXT MEETING IS SCHEDULED FOR SEPT. 30, 2021 @ 7PM

16. NOTICES: **OCTOBER 11, 2021 – NEXT MONTHLY BOARD MEETING @ 7PM**

17. OTHER BUSINESS: NONE

18. MOTION MADE TO PAY THE BILLS AS PRESENTED FOR PAYMENT ON SEPTEMBER 13, 2021.  
**M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 2-0) TO APPROVE**

19. MOTION MADE TO ADJOURN AT 8:31PM.  
**M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 2-0) TO ADJOURN**

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**DARRELL VOSIKA  
CAMBRIDGE TOWNSHIP CLERK**