

# **CAMBRIDGE TOWNSHIP MONTHLY MEETING**

## **DECEMBER 13, 2021**

**PRESENT:** BOARD SUPERVISORS: DALE B. ANDERSON CHAIRMAN & JIM FRIDSTROM (CONSTITUTES A QUORUM), SUPERVISOR JOHN ERLANDSON SR. - 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 **NOVEMBER 8, 2021, MONTHLY** BOARD MEETING.  
**MOTION: TO APPROVE THE NOVEMBER 8, 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) DRIVEWAY PERMIT – E-911 SIGN & POST (DAHLSTROM) \$ 100.00
    - ii) STATE OF MN – ARPA FEDERAL GRANTS \$ 4,272.61
  - B. THE FOLLOWING FINANCIAL REPORTS:
    - CLERK’S REPORTS:
      - i) BANK ACCOUNTS REPORT AS OF NOVEMBER 30, 2021
      - ii) INTEREST & DIVIDEND REPORT (NOVEMBER 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.  
PRESENTLY THE REPORT AVAILABLE IS AS FOLLOWS:
        - a) 12/13/2021 – CLAIM LIST FOR APPROVAL
  - C. THE TOWNSHIP RECEIVED REPORTS FROM FIRST BANK & TRUST SHOWING A COLLATERAL INSURANCE AMOUNT GREATER THAN THE UNINSURED SAVINGS DATED 11/30/2021. THEY CHECK THE DEPOSIT BALANCES EVERY BUSINESS DAY AT 2PM CST AND MAKE PLEDGE CHANGES ACCORDINGLY AT THAT TIME.

D. **INFORMATION:** THE 2<sup>ND</sup> HALF TAX SETTLEMENT = \$154,321.31  
THIS CHECK WAS NOT DEPOSITED (EFT) UNTIL 12/1/2021, SO THE NUMBERS ARE **NOT**  
INCLUDED WITH THE NOVEMBER 30, 2021, BANK ACCOUNT REPORTS.

E. FINANCIAL REPORTS

**MOTION: TO APPROVE REPORTS AS PRESENTED AT THE DECEMBER 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** – WAS UNAVAILABLE TO  
ATTEND REGARDING THE 343<sup>RD</sup> AVE FUTURE RECONSTRUCTION PROJECT.

7. NEW BUSINESS AT PUBLIC REQUEST:

A. **POTENTIAL VACATION OF A TOWNSHIP ROAD – THAT PORTION OF EAST CAMBRIDGE  
LAKEVIEW ACRES BETWEEN LOTS 11 AND 12.**

SUPERVISOR FRIDSTROM WAS IN COMMUNICATION WITH THE TOWNSHIP ATTORNEY  
(JAKE PETERSON) REGARDING THIS ISSUE. A PETITION HAS BEEN FILED (OCTOBER  
MEETING) BY RESIDENTS OF THE TOWNSHIP TO VACATE THE TOWNSHIP ROAD. THE  
BOARD DESIRED TO KNOW WHAT HAPPENS TO THIS TOWNSHIP ROAD IF IT WERE  
VACATED AS WELL AS WHAT IS THE PROCEDURE FOR THIS VACATION BASED ON THE  
RESIDENTS' PETITION. THE PETITION WAS TURNED OVER TO THE TOWNSHIP ATTORNEY  
FOR LEGAL CONSULT. THE TOWNSHIP MUST NOW ISSUE AN ORDER DESCRIBING THE  
ROAD PROPOSED TO BE VACATED WHILE ALSO FIXING A TIME AND PLACE WHEN AND  
WHERE IT WILL MEET AND ACT UPON THE PETITION. A COPY OF THE FORM: **ORDER  
SETTING FORTH INITIAL DESCRIPTIONS AND SETTING HEARING DATE**, IS AVAILABLE  
FROM THE TOWNSHIP ATTORNEY AND THE TOWNSHIP NEEDS TO ACT ON IT. ONCE THE  
DATE, TIME AND LOCATION OF THE HEARING IS SCHEDULED, THEN THE ORDER IS SENT  
TO THE PETITIONERS TO SERVE NOTICE UPON CERTAIN PARTIES. THIS INCLUDED  
SERVING NOTICE UPON THE COMMISSIONER OF NATURAL RESOURCES AT LEAST  
60 DAYS BEFORE THE ULTIMATE MEETING TO DECIDE UPON THE VACATION.  
PRESENTLY THE TOWNSHIP IS REVIEWING WHEN SUCH A MEETING WILL BE  
SCHEDULED.

8. ROAD BUSINESS

A. ROB'S REPORT:

i) **SNOWPLOWING** – GOING GOOD – NEW PART-TIME EMPLOYEE DOING OKAY

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  
WOULD BE PLACED IN THE TOWNSHIP ROW. ROB STATED THAT THE PATCHING  
WAS COMPLETED AS OF 9/1/2021 (BOETTCHER EXCAVATING & SEPTIC LLC).

TELEPHONE LINE UNDER GROUND ACROSS A PORTION OF LAVERN STREET. THIS LINE HAS NOT BEEN COMPLETED.

- iii) **343<sup>RD</sup> AVE NE** – THE TOWNSHIP IS RE-EVALUATING A FUTURE RECONSTRUCTION PROJECT AND WAITING TO HEAR FROM THE CAMBRIDGE CITY - SEE ABOVE 6A.
- iv) **349<sup>TH</sup> AVE NE** – ROB HAS BEEN HAULING DIRT TO HELP REBUILD THE INSLOPES.
- v) **CULVERTS** – WITH THE HIGH COST OF STEEL CULVERTS, ROB HAS BEEN CHECKING WITH OTHER GOVERNMENT AGENCIES AND SOME ARE USING PLASTIC DOUBLE WALLED CULVERTS WITH SMOOTH INNER SURFACE. IF THE TOWNSHIP DOES DECIDE TO GO WITH PLASTIC CULVERTS, THEN THE CAMBRIDGE TOWNSHIP ROAD ORDINANCE 101 WILL NEEDED TO BE AMENDED.
- vi) **ZEST ST NE** – ROB HAULED IN 2 LOADS OF DIRT TO REBUILD THE INSLOPES THAT WERE IN NEED OF REPAIR AT THE LOCATION ON THE CURVE OF ZEST ST. & 373<sup>RD</sup> AVE NE (TRUCK THAT WAS PARKED OFF THE ROAD HAS BEEN REMOVED).
- vii) **FLANDERS ST NE** – ROB HAS BEEN CONTACTED BY MNDOT REGARDING THE FUTURE POSSIBILITY OF ESTABLISHING A 3-WAY STOP AT THE INTERSECTION OF FLANDERS ST AND THE SERVICE ROAD BY MENARDS. THIS IS IN SPECULATION OF THE FUTURE TRAFFIC COUNT THAT WILL RESULT ONCE QUICK TRIP OPENS. AT THAT INTERSECTION, FLANDERS STREET IS A LINE ROAD WITH THE CITY RESPONSIBLE FOR THE WEST SIDE AND CAMBRIDGE TOWNSHIP FOR THE EAST SIDE. THE CITY IS WILLING TO INSTALL THE POSTS AND WERE WONDERING IF THE TOWNSHIP WOULD PURCHASE THE STOP SIGNS.

\*\*THE TOWNSHIP WOULD LIKE A LETTER FROM MNDOT STATING THAT THEY ARE ENDORSING THIS CHANGE IN TRAFFIC FLOW AND CONTROL.

- B. **CELLPHONE (T-MOBILE/SPRINT)** – AS A RESULT OF THE RETIREMENT OF SPRINT 3G (CDMA) NETWORK ON JANUARY 1, 2022, THE TOWNSHIP HAS RECEIVED A NEW PHONE WITH 5G CAPACITY. THE COST OF THE PHONE SERVICE IS EXPECTED TO INCREASE BY APPROXIMATELY \$30/MONTH ACCORDING TO ROB.

- C. **ROAD CRANE INCIDENT ON PALISADE DRIVE (SUNDAY 10/10/2021)** – THE ROAD INCIDENT CONSISTED OF DAMAGE TO THE ASPHALT PORTION OF THE TOWNSHIP ROAD AS THE RESULT OF A CRANE TRUCK CAVING IN THE EDGE OF THE ROAD AND HAVING TO BE REMOVED BY HEAVY DUTY RECOVERY TRUCKS (TWIN CITIES TRANSPORT AND RECOVERY CO.). SUPERVISOR JIM FRIDSTROM WAS CALLED TO THE SCENE AND REPORTED TO THE BOARD. THE ROAD NEEDS TO BE FIXED FOR EMERGENCY AND PUBLIC SAFETY.

\*\*THE TOWNSHIP CLERK INVOICED VIA CERTIFIED MAIL (11/19/2021) THE DRIVER OF THE CRANE TRUCK AT THE TIME OF THE INCIDENT FOR THE SUBSTANTIAL COSTS INCURRED TO REPAIR THE PAVED ROAD. THE CLERK CHECKED WITH THE POSTMASTER REGARDING THE LETTER AND IT WAS COMMUNICATED THAT THE MAIL CARRIER LEFT NOTES ON 11/22/21 & 11/27/21 TO HAVE MR PIKE GO TO THE POSTOFFICE AND SIGN FOR THE LETTER. THE TOWNSHIP HAS NOT HEARD OR RECEIVED ANYTHING REGARDING THIS INCIDENT.

- D. **GARBAGE TRUCK INCIDENT ON 349<sup>TH</sup> AVE NE (11/4/2021)** – THE INCIDENT CONSISTED OF A WASTE MANAGEMENT GARBAGE TRUCK ROLLING OVER ONTO ITS SIDE AT THE EDGE OF RUM LAKE. THERE WAS DAMAGE DONE TO THE ROAD & ROAD INSLOPES FROM THE ROLLOVER. THE BOARD DIRECTED THE CLERK TO INVOICE

WASTE MANAGEMENT INC. FOR THE COSTS INCURRED TO REPAIR THE GRAVEL TOWNSHIP ROAD.

\*\*ON 11/19/2021, THE CLERK SEND VIA CERTIFIED MAIL AN INVOICE FOR THE COSTS INCURRED TO REPAIR THE INSLOPES ON 349<sup>TH</sup> AVE AT THE SITE OF THE ACCIDENT. THE TOWNSHIP HAS NOT HEARD ANYTHING ALTHOUGH ACCORDING TO THE POSTMASTER THE TOWNSHIP SHOULD HAVE RECEIVED VIA MAIL A SLIP INDICATING THAT SOMEONE SIGNED FOR THE CERTIFIED LETTER. THE CLERK HAS NOT RECEIVED ANY MAIL RELATED TO THE INCIDENT.

- E. **PART-TIME EMPLOYEES** – ALL WORKING HOURS FROM NOVEMBER 1<sup>ST</sup> THRU MARCH 31<sup>ST</sup> WILL BE FIGURED AT \$25.00/HOUR (CLARIFICATION).
- F. **2021 ANNUAL TOWNSHIP NOXIOUS WEED CONTROL REPORT** – TO BE SUBMITTED TO THE ISANTI COUNTY AGRICULTURE INSPECTOR BY **DECEMBER 31, 2021.**
- G. **DRIVEWAY PERMIT** – UPON REVIEW OF THE COSTS OF THE VARIOUS MATERIALS INCLUDED IN THE CAMBRIDGE TOWNSHIP DRIVEWAY PERMIT, THE BOARD FELT THAT THE FEE FOR THE PERMIT NEEDED TO BE INCREASED TO BREAK EVEN.  
**MOTION: TO INCREASE THE CAMBRIDGE TOWNSHIP DRIVEWAY PERMIT FEE TO \$1,000.**  
**M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 2-0) TO APPROVE** THE COST FOR THE VARIOUS MATERIALS (CULVERTS, SWINGING MAILBOX POSTS, & E-911 ADDRESS SIGNS) HAVE BEEN INCREASING SINCE COVID-19.

#### 9. OLD BUSINESS

- A. **BROADBAND** – THE TOWNSHIP BOARD HAS NOT RECEIVED ANY DIRECT COMMUNICATIONS FROM GENESIS WIRELESS INTERNET SINCE A REPRESENTATIVE TALKED TO THE BOARD. EAST CENTRAL ENERGY MAY BE EVALUATING THE POSSIBILITY OF GETTING INTO THE BROADBAND MARKET THRU UNDERGROUND CABLE (FIBER?).

#### 10. NEW BUSINESS

- A. **AMERICAN RESCUE PLAN ACT** – THE NON-ENTITLEMENT UNITS OF GOVERNMENT (NEU) PROJECT & EXPENDITURE REPORT DUE DATE HAS BEEN CHANGED FROM 10/31/2021 TO 3/31/2022.  
ADDITIONAL ARPA GRANT FUNDS HAVE BEEN RECEIVED = \$ 4,272.61.  
\*\*\*THE NEED TO **SIGN & APPROVE TRANSFER FORMS** FOR THE TRANSFER OF ARPA GRANT FUNDS THAT WERE ORIGINALLY DEPOSITED BY THE STATE OF MN INTO THE CAMBRIDGE TOWNSHIP CHECKING ACCOUNT INTO THE ARPA GRANT FUND ACCT.  
**TRANSFER FORM #2021-102:** \$130,472.39 FROM CHECKING ACCT INTO THE ARPA FUND ACCT  
**TRANSFER FORM #2021-103:** 4,272.61 FROM CHECKING ACCT INTO THE ARPA FUND ACCT  
**MOTION: APPROVE TRANSFER FORMS #2021-102 & #2021-103.**  
**M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 2-0) TO APPROVE** CHAIRMAN DALE B. ANDERSON SIGNED THE TRANSFER FORMS.
- B. REVIEW DRAFT OF **ACCESSORY DWELLING UNIT ORDINANCE (ADU ORDINANCE)**  
JIM REPORTED THAT THE ISANTI COUNTY PLANNING COMMISSION HELD A

HEARING ON **WEDNESDAY, NOVEMBER 10, 2021 @ 6PM** IN THE COUNTY BOARD ROOM OF THE ISANTI COUNTY GOVERNMENT CENTER TO REVIEW: AN ACCESSORY UNIT DRAFT ORDINANCE: SECONDARY DWELLING UNITS – NOTES AND SAMPLE DRAFT ORDINANC LANGUAGE, REVISED OCTOBER 18, 2021. A NUMBER OF TOWNSHIPS HAD CONCERNS (SEE ISANTI COUNTY PLANNING COMMISSION PUBLIC HEARING NOVEMBER 10, 2021, MINUTES). JIM WILL CONTINUE TO FOLLOW THE ADU ORDINANCE DRAFT AS IT IS REVIEWED BY THE ISANTI COUNTY PLANNING COMMISSION IN THE FUTURE.

SUSAN MORRIS, ISANTI COUNTY COMMISSIONER, DID ATTEND THE TOWNSHIP BOARD MEETING TO DISCUSS CAMBRIDGE TOWNSHIP’S VIEW REGARDING THE DRAFT OF THE ACCESSORY DWELLING UNIT ORDINANCE. THE TOWNSHIP BOARD DOES HAVE CONCERNS HOW THE ORDINANCE DRAFT IS PRESENTLY WRITTEN.

- C. **ANNUAL TOWNSHIP OFFICER FILING PERIOD** FOR 2022 ANNUAL TOWNSHIP ELECTION.  
FILING PERIOD: **12/18/2021 – 1/11/2021 TIL 5PM**  
OPEN FILING PERIOD: 1-5PM ON 1/11/2021 @ TOWNSHIP OFFICE – THE CLERK WILL BE AVAILABLE FOR ANY RESIDENT WHO WISHES TO FILE FOR TOWN OFFICE.  
OFFICES OPEN ON BALLOT: 1-SUPERVISOR (3YR TERM) & 1-CLERK (2YR TERM)
- D. **MULTI-HAZARD MITIGATION PLAN UPDATE – MEETING INVITATION**  
WEDNESDAY, JANUARY 26, 2022  
TO BE HELD VIRTUALLY USING ZOOM VIDEO/PHONE CONFERENCING  
ZOOM LINK:  
[https://umn-private.zoom.us/webinar/register/WN\\_tpUtJTmPTayC-h4vJGww7w](https://umn-private.zoom.us/webinar/register/WN_tpUtJTmPTayC-h4vJGww7w)
- E. **ISANTI-CHISAGO COUNTY STAR** – THE BOARD RECEIVED A 2022 QUOTE FOR THE PAPER TO BE THE OFFICIAL NEWSPAPER DESIGNATION FOR CAMBRIDGE TOWNSHIP. \$6.30 PER COLUMN INCH FOR ALL NOTICES WITH A 7 POINT TYPE AND 9 LINES PER INCH. THEY WILL POST ALL LEGAL NOTICES TO THEIR WEBSITE: [www.isanti-chisagocountystar.com](http://www.isanti-chisagocountystar.com) , AT NO ADDITIONAL CHARGE AND FREE TO ALL VIEWERS.  
**MOTION: TO ACCEPT ISANTI-CHISAGO COUNTY STAR QUOTE**  
**M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 2-0) TO APPROVE**
- F. **APPROVAL OF 2022 TOWNSHIP MEETING DATES**  
**MOTION: TO APPROVE THE LISTING OF 2022 TOWNSHIP MEETING DATES.**  
**M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 2-0) TO APPROVE**

11. MAILINGS AND OTHER COMMUNICATIONS RECEIVED:

- A. CHRISTMAS CARD FROM HAKANSON ANDERSON CONSULTANTS

12. OFFICERS BUSINESS

- A. CLERK: i) MATIT - WORKERS’ COMP AUDIT REPORT DUE 1/31/2022
- B. TREASURER: NOTHING
- C. SUPERVISORS: NOTHING

13. REPORT OF **ISANTI COUNTY PLANNING COMMISSION – JIM** – ADU’S - SEE ABOVE 10B ABOVE

14. REPORT OF **ISANTI COUNTY BOARD OF ADJUSTMENT – JIM** - NOTHING FOR TOWNSHIP
15. REPORT OF **NORTH TH 65 CORRIDOR COALITION – JOHN** - EXCUSED
16. NOTICES:     **DECEMBER 28, 2021 – 1/11/2022 TIL 5PM** – FILING PERIOD FOR OFFICES BEING VOTED ON AT THE TOWNSHIP ELECTION IN MARCH 2022  
                  \*\*\*THE CLERK WILL BE IN THE TOWNSHIP OFFICE FROM 1-5PM ON 1/11/2022 FOR RESIDENTS INTERESTED IN FILING FOR OFFICE.  
                  **JANUARY 10, 2022 @ 7PM** – NEXT MONTHLY BOARD MEETING
17. OTHER BUSINESS: **ROB’S ANNUAL JOB PERFORMANCE REVIEW** WAS COMPLETED BY THE BOARD.
18. MOTION MADE TO PAY THE BILLS AS PRESENTED FOR PAYMENT ON DECEMBER 13, 2021.  
          **M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 2-0) TO APPROVE**
19. MOTION MADE TO ADJOURN AT 8:36PM.  
          **M/S: JIM FRIDSTROM / DALE B. ANDERSON (VOTE: 2-0) TO ADJOURN**

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**DARRELL VOSIKA**  
**CAMBRIDGE TOWNSHIP CLERK**