

**TOWNSHIP OF CLAY
CLAY TOWNSHIP BOARD MEETING
JANUARY 22, 2014, 7:00 PM
MANTRAP VALLEY CONSERVATION CLUB
PARK RAPIDS, MN**

1. CALL TO ORDER: The January 22nd, 2014 Meeting of the Clay Township Board was called to order at 7:00 p.m. by Chair Andy Kietzman, and those present recited the Pledge of Allegiance.

2. ROLL CALL: Present: Supervisors Andy Kietzman and Jeff Haukebo, Treasurer Del Holz, and Clerk Margie Vik. Absent: Supervisor Norm Leistikow. Others Present: None.

A motion was made by Haukebo, seconded by Kietzman, and unanimously carried to appoint Andy Kietzman as Chair for the Clay Township Board for the year 2014.

A motion was made by Kietzman, seconded by Haukebo, and unanimously carried to approve the 2014 meeting schedule for the fourth Wednesday of the months of January, February, March, April, May, July, September, and November, to be held at the Mantrap Valley Conservation Club at 7:00 p.m.

3. APPROVAL OF AGENDA: A motion was made by Kietzman, seconded by Haukebo, and unanimously carried to approve the agenda as presented.

4. APPROVAL OF MINUTES:

A. Clay Township Regular Meeting Minutes-November 27, 2013: A motion was made by Haukebo, seconded by Kietzman, and unanimously carried to approve the Clay Township Regular Meeting Minutes for November 27th, 2013.

5. NEW BUSINESS:

A. C.U.P. Application: Vik presented a draft conditional use permit application for the Board's review. After discussion and several changes to the draft application, the Board made the following motion: **A motion was made by Kietzman, seconded by Haukebo, and unanimously carried to approve the application as provided, with changes as discussed, and the fee schedule of \$175.00 for a conditional use permit application and \$500.00 escrow for said application.**

Discussion: Haukebo instructed the clerk to remind Verizon that there are several requirements for towers in the Clay Township Zoning Ordinance that should be reviewed prior to the submission of their C.U.P. application.

B. 2014 Local Board of Appeal & Equalization: Vik informed the Board that the Local Board of Appeal & Equalization meeting has been scheduled for April 30th, 2014 at 2:00 p.m. It will be held in the Mantrap Valley Conservation Club. A quorum of the board is required to attend and at least one trained Supervisor must be present at the meeting.

C. Subsurface Sewage Treatment System Ordinance: Holz stated if the township wants to manage septic systems then we'd have to hire an inspector. Kietzman stated if there is a change in ownership of any property the septic system must be inspected and that report is filed with the county. He added I don't see why we want to bother with this. Haukebo stated our zoning ordinance covers only what the county doesn't. They are already monitoring this. **A motion was made by Kietzman, seconded by Haukebo, and unanimously carried to notify Hubbard County Environmental Services that Clay Township will not be administering their own SSTS ordinance, and that the township will comply with the county's rules. The clerk is authorized to notify the appropriate county office.**

D. Camp Wilderness: Haukebo stated Camp Wilderness asked the township for a letter of compliance that would verify that a land split they are doing doesn't violate the zoning ordinance. The county requested the letter or they wouldn't register the split. The land split did meet all of the zoning requirements. Kietzman stated he was glad the county did acknowledge the township's requirements, which means they are doing the same for other land splits.

6. OLD BUSINESS:

A. Website: Kietzman stated he's been working with MicroTech to update the minutes on the township's website. They haven't had the time to do it, so I informed them if they don't have the time to work with us then they should write step by step instructions so we can do it ourselves.

7. APPROVAL OF TREASURERS REPORT: Holz stated he received this month's interest in the amount of \$20.87. The checking account balance is \$201.10, and the money market balance is \$83,754.87. The total funds are \$83,955.97. One check in the amount of \$55.41 has not cleared the bank yet. The outstanding invoices for this month are Cumber Construction for \$2,131.25, \$50.41 for Truth in Taxation statements to the Hubbard County Treasurer, and \$211.00 for MATIT worker's compensation insurance. Total payables are \$2,392.66.

Holz stated the CD rates are still down and recommends that the township's money stay in the money market account.

A motion was made by Kietzman, seconded by Haukebo, and unanimously carried to approve the treasurer's report and to pay the outstanding invoices.

9. ADJOURNMENT: A motion was made by Kietzman, seconded by Haukebo, and unanimously carried to adjourn the meeting at 7:38 p.m.

ATTEST:

Chair Andy Kietzman

Margie M. Vik
Township Clerk