

**TOWNSHIP OF CLAY
CLAY TOWNSHIP BOARD MEETING
APRIL 23, 2014, 7:00 PM
MANTRAP VALLEY CONSERVATION CLUB
PARK RAPIDS, MN**

1. CALL TO ORDER: The April 23rd, 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, Norm Leistikow, and Jeff Haukebo, Treasurer Del Holz, and Clerk Margie Vik. Absent: None. Others Present: None.

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

4. APPROVAL OF MINUTES:

A. Clay Township Regular Meeting Minutes-March 26, 2014: A motion was made by Kietzman, seconded by Leistikow, and unanimously carried to approve the Clay Township Regular Meeting Minutes for March 26th, 2014.

5. NEW BUSINESS:

A. Resolution to Change Election Terms: Vik stated as requested a resolution to extend the supervisor's terms to six years is being presented. **A motion was made by Kietzman, seconded by Leistikow, and unanimously carried to approve the Resolution Approving the Election Terms for the Board of Supervisors for Clay Township.**

B. Thank You Cards: Vik stated the township received two thank you cards for donations, from the Headwaters Animal Shelter and Kinship of Park Rapids.

C. Zoning Permit: A motion was made by Leistikow, seconded by Kietzman, and unanimously carried approve a Zoning Permit for Verizon to construction a telecommunications tower on the Mantrap Valley Conservation Club property.

D. Property Transfer: Haukebo stated Nancy Clark has donated a piece of her Bad Axe Lake property to the Boy Scout camp. Hubbard County Environmental Services wanted confirmation that the land split meets the zoning requirements of the township. Clark's remaining property would still have 600 feet of lakeshore and 15.7 acres, with only one dwelling

unit. The new parcel that will go to the Boy Scout camp will have 31.8 acres and over 1,000 feet of lakeshore.

Haukebo stated Steve Dahl is splitting his property, Tract D, on Skunk Lake into two parcels each with 5 acres and 300 feet of lakeshore, which will be known as “Tract D”, and the “Remainder”, respectively.

Haukebo stated both requests meet all of the Clay Township zoning requirements. Two separate letters to confirm that were sent to the appropriate Hubbard County authorities.

E. Mantrap Valley Conservation Club: Holz expressed concern, based on comments that he heard, that the Mantrap Valley Conservation Club Building would not be available for the township meetings beyond this summer. Since the public needs to be informed of the meeting dates and place in a timely manner, this situation could cause a problem. Kietzman stated he would talk to Al Bruins, who is one of the club’s officers to verify the situation.

6. OLD BUSINESS:

A. Road Signs: Kietzman stated, at the short course in Walker, he talked to MAT Attorney Kyle Hartnett, regarding the issue of residents asking for special road signs. He said the township should evaluate if there is a valid need. If not the township’s involvement is done. If a need exists, the township should contact Hubbard County to seek advice from the county engineer. Once that advice is rendered, the township should not go against it as that may cause a liability issue. If the township chooses to erect signs, we are increasing our liability and responsibility to insure proper maintenance of the sign. The question is, is it wise for people to walk on the road? A posted sign encourages it, therefore increasing the township’s liability.

Haukebo questioned how does the engineer know if there is a need for a sign? Kietzman suggested maybe they do a usage study or they may already have a procedure in place. Leistikow suggested the possibility of a walking trail. Haukebo stated there is no room there for a trail. I told the resident that the county does not want to put up a sign. Kietzman stated we now have procedures that can be used in the future.

B. Road Striping: Leistikow stated he contacted the county regarding striping Jack Fish Road and patching it. That has been ordered. He reported he’s been working on the sign inventory. The law requiring sign reflectivity has been postponed due to the lack of funding.

7. APPROVAL OF TREASURERS REPORT: Holz stated he received this month’s interest in the amount of \$20.15 and \$3,060.16 for tax forfeit land receipts. The checking account balance is \$9,167.61, and the money market balance is \$71,374.40. \$23,000.00 is being held in a dedicated building fund. The total useable funds are \$57,542.01. Checks in the amount of \$39,067.61 have not cleared the bank yet. The outstanding invoices for this month are Cumber Construction for \$632.00, \$148.99 for MicroTech for hosting website, and \$46.00 for the Hubbard County Recorder. Total payables are \$826.99.

Holz stated township's now need a contract for services in the future. He questioned if there would be any more invoices to pay out of Verizon's escrow account. Haukebo stated since the tower is not up yet, wait to send the escrow back to them.

Haukebo questioned what time period does the fee for MicroTech cover? Kietzman stated it's for twelve months. If we don't pay it, we will lose the website. They have given us the directions for uploading the minutes. We haven't tried them yet. We don't want to lose the work that we have already done.

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

8. ADJOURNMENT: A motion was made by Kietzman, seconded by Haukebo, and unanimously carried to adjourn the meeting at 7:37 p.m.

ATTEST:

Chair Andy Kietzman

Margie M. Vik
Township Clerk