

**TOWNSHIP OF CLAY
CLAY TOWNSHIP BOARD MEETING
APRIL 22, 2015, 7:00 PM
MANTRAP VALLEY CONSERVATION CLUB
PARK RAPIDS, MN**

1. CALL TO ORDER: The April 22nd, 2015, 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 Leistikow, seconded by Kietzman, and unanimously carried to approve the agenda as presented.

4. APPROVAL OF MINUTES:

A. Clay Township Regular Meeting Minutes-March 25, 2015: A motion was made by Kietzman, seconded by Leistikow, and unanimously carried to approve the Clay Township Regular Meeting Minutes for March 25th, 2015, as presented.

5. NEW BUSINESS:

A. Gambling Permit: A motion was made by Kietzman, seconded by Leistikow, and unanimously carried to approve the gambling permit to conduct a raffle for the United Foundation for Disabled Archers.

B. Road Issues: Leistikow stated the county informed me that Jack Fish Drive was striped once, so they will do it again and get a sign "Watch for Peds". The county will upgrade their signs to meet reflective standards.

6. OLD BUSINESS:

A. Special Assessment Project: Kietzman stated he was advised by Attorney Kyle Harnett that if we want to apply special assessments for a project to pave Jig Saw Drive, we have to identify the options and the costs for them. If we believe that the maintenance we're doing is adequate, and yet we want to take it to the next level, the township could kick in what we'd save in maintenance for the road to help pay for the cost of the project. The property owners would have to submit a cashier's check for the remaining balance of the project. If we

don't get all of the affected property owners to pay, and we do the project anyway, then we could be legally challenged. The attorney recommended getting all of the money up front, and then doing the project. Jigsaw Drive is a township road so we would continue to maintain it after it's paved. We could set up a maintenance schedule which could be part of the project costs or just pay that out of the road and bridge funds. If some of the landowners are opposed, then the others can pony up more money to cover the costs.

Kietzman stated in conclusion the township could:

- Continue with the current maintenance at no additional costs.
- Grade and chloride the road.
- Regrade, clear the culvert, pave, and they can pay for it.

Kietzman stated we have applied chloride to that road before but the property owners didn't want it due to the close proximity to the lake because of the possibility of runoff. He added this report is for information only.

7. APPROVAL OF TREASURERS REPORT: Holz stated he received the 2014 T.F.L. settlement in the amount of \$33,259.17, gas tax in the amount of \$2,917.95, and interest in the amount of \$28.26. Total receipts were \$33,259.17. The checking account balance is \$7,542.05, and the money market balance is \$126,663.64. The total funds are \$134,205.69. Fifteen outstanding checks, for the total amount of \$7,468.06, have not cleared the bank yet. There is \$35,683.37 in reserves for the building fund. The total operating balance is \$91,054.26.

Holz stated the outstanding invoices for this month are Cumber Construction for \$591.25 and \$323.00 for Shannon Barnett Web Design. Total payables are \$914.25.

Holz stated at the short course we were informed that we can give a donation to the First Responders, and there is no limit on how long we can retain levy funds for a town hall, but the funds can only be spent on that. They also recommend that a year to a year and a half in total expenses should be held in reserves. Anyone we paid over \$600.00 per year requires us to fill out a 1099 for them. According to the short courses, the treasurer, clerk, and chair are supposed to be signing the township's checks.

A motion was made by Haukebo, seconded by Leistikow, 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 Leistikow, and unanimously carried to adjourn the meeting at 7:42 p.m.

ATTEST:

Chair Andy Kietzman

Margie M. Vik
Township Clerk