

**TOWNSHIP OF CLAY
CLAY TOWNSHIP BOARD MEETING
JANUARY 23, 2019, 6:00 PM
MANTRAP VALLEY CONSERVATION CLUB
PARK RAPIDS, MN**

The Oath of Office was recited by Leistikow, Haukebo, and Vik.

A motion was made by Haukebo, seconded by Leistikow, and unanimously carried to appoint Andy Kietzman as Chair for the Clay Township Board for the year 2019.

1. CALL TO ORDER: The January 23rd, 2019, Meeting of the Clay Township Board was called to order at 6:00 p.m. by Chair Andy Kietzman, and those present recited the Pledge of Allegiance.

2. ROLL CALL: Present: Chair Andy Kietzman, Supervisors Jeff Haukebo and Norm Leistikow, 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-November 28, 2018: A motion was made by Kietzman, seconded by Leistikow, and unanimously carried to approve the Clay Township Regular Meeting Minutes for November 28th, 2018, as presented.

5. NEW BUSINESS:

A. Township Road Question: Haukebo stated Jonathan Harrison of A1 Appraisals questioned if an abutting extension of the road past Emmaville was an official township road. I told him no. In order for a road to be accepted it, it would have to be improved to township standards, which has not happened with that road. Kietzman stated Harrison called me also and was told it would require improvement of the road up to engineer's standards before the township would take ownership of it.

B. Tax Forfeited Property: Vik stated the Hubbard County Natural Resources is reclassifying tax forfeited property in Clay Township as non-conservation and it will be put up for public auction. The property is known as the W1/2 of the NW1/4 of the SW1/4 and the W1/2 of the SW1/4 of the SE1/4 (pid #04.27.00400).

C. Proposed Property Taxes: Vik stated the proposed property taxes for the township owned property for 2019 are \$130.00. The estimated market value is \$19,700.00.

D. Town Hall Design: Kietzman suggested sending a notice to all of the residents in the township to inform them that at the annual meeting the issue of whether or not to construct a new town hall will be discussed and that their input is important. Holz suggested using Haas Printing in Park Rapids. All you have to provide to them are the addresses and they'll do the rest.

Kietzman stated a floor plan for the structure has been agreed upon. Packets will be sent to several contractors for an estimate on the construction. They will be invited to the annual meeting to discuss their bids. I will also talk with MVCC about a long-term lease if the township decides not to build a town hall.

A motion was made by Kietzman, seconded by Haukebo, and unanimously carried to authorize Kietzman to contact Haas Printing to arrange to send out a post card style notice to all of the property owners in Clay Township informing them of the Annual Town Meeting on March 12th and that the issue of the possible construction of a new town hall will occur.

E. Gambling Permit: A motion was made by Kietzman, seconded by Leistikow, and unanimously carried to approve a Minnesota State LG240B gambling bingo permit for the Mantrap Valley Conservation Club to hold four bingo events in 2019.

6. OLD BUSINESS:

A. Township Property: Haukebo stated Citizen's National Bank's name is on the Clay Township property tax statement. We originally bought 120 acres, and then sold 80 acres. We financed 40 acres with the bank. At the end of the mortgage payments a deed was supposed to be filed and their name was to be removed. They will file the appropriate paperwork.

B. Road Work: Holz suggested that the board adopt a new policy regarding road work. That all work should be finished by September 1st so there is adequate time to pack down the loose gravel before freeze up. That's why we had such a problem with Jasmine Drive. Kietzman stated that is a reasonable request, unless in the case of emergency repairs.

7. APPROVAL OF TREASURERS REPORT: Holz stated \$46.26 was deposited for MV credit agricultural, township aid for \$781.00, \$60.00 for liquor license, and \$23,017.50 for tax collection. Total deposits are \$23,077.50. The checking account balance is \$2,607.51, and the money market balance is \$196,803.03. There's a CD in the amount of \$50,000.00, which matures on 3-1-19, and an Edward Jones CD in the amount of \$50,000.00. The total funds are \$299,410.54. There's \$167,886.75 in the building fund. There are two outstanding checks in the amount of \$4,700.00. The operating balance is \$111,592.12. The outstanding invoices for this month are \$2,006.75 for Cumber Construction, \$11,737.50 for Carrs Tree Service, \$112.46 for postage and office supplies, \$11.28 for the Fargo Forum, \$237.03 for the 2018 election ballot

printing, \$351.65 for the MAT dues, and \$775.00 for MATIT insurance premium. Total payables are \$15,231.67.

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 6:33 p.m.

ATTEST:

Chair Andy Kietzman

Margie M. Vik
Township Clerk