

**TOWNSHIP OF CLAY**  
**CLAY TOWNSHIP BOARD MEETING**  
**SEPTEMBER 22<sup>ND</sup>, 2021, 6:00 PM**  
**18650-290<sup>TH</sup> STREET**  
**PARK RAPIDS, MN**

**1. CALL TO ORDER:** The September 22<sup>nd</sup>, 2021, 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: Alice Holz and Marty Leistikow.

**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-July 28, 2021:** A motion was made by Haukebo, seconded by Kietzman, and unanimously carried to approve the Clay Township Regular Meeting Minutes for July 28<sup>th</sup>, 2021, as presented.

**5. NEW BUSINESS:**

**A. Jackfish Drive Road Issues:** Kietzman stated Jim Mertz, who inherited property on Jackfish Drive from his father, has expressed concerns about stormwater from the road draining onto his property, usually after thunderstorms when there is a high volume of rainwater. The runoff goes down his driveway and into his garage. To mitigate the issue, we would have to shave down the shoulder to the level of the asphalt, then the water would flow over the hill. There are also trees hanging down over the road that should be cleaned up. He also has a sink hole in his driveway which he is asking us to patch. I talked to the county engineer. He said it's a common problem on hillsides, which therefore creates challenges for homeowners. I called the MAT attorney to get an opinion since this involves private property. The property was platted in 1959, the cabin was built in 1985, the garage was built in 1989, and the road was paved in 1999. The owner paved their driveway before the road was paved, so we're talking about a twenty-plus year-old driveway that has been patched twice already. We know water will run down a hill. But what caused the sinkhole? Maybe the soil wasn't compacted enough. I can't say the township caused the issue. If we fix it, then we are accepting responsibility for repairs in the future. Without an attorney's opinion, I'd advise to fix only the road at this time.

Haukebo questioned would we shave the shoulder beyond his property line? Kietzman stated I view this as a safety issue with ice in the winter. It's our responsibility to fix the road because of the years of accumulation from the sand we use in the winter.

Haukebo stated I looked at it and also talked to Al Bruins who said that in the past that property was swampy. I agree that we should not fix the sinkhole. It wasn't a proper building lot originally. If what we do doesn't fix his problem, he may have to put a grate in to run the water to a lower area, but we should fix the shoulder of the road.

**A motion was made by Haukebo, seconded by Kietzman, and unanimously carried to grade the shoulder of the road to get rid of the ditch on Jackfish Drive, and to trim the trees to make it better for traffic.**

**B. Insurance Coverage:** Kietzman stated he requested insurance quotes from the Minnesota Association of Townships Insurance Trust (MATIT) and from Northway Insurance Agency for property coverage for the townhall building. Holz suggested the existing insurance policy with MATIT would cover the building. Kietzman stated that is coverage for the board only, we need property insurance. **A motion was made by Kietzman, seconded by Haukebo, and unanimously carried to follow up with the Minnesota Association of Townships Insurance Trust as to the proper insurance coverage needed for the townhall, and then secure coverage from the agency that has the cheaper policy for the facility.**

**C. Jigsaw Drive Road Work:** Kietzman stated recent road work on Jigsaw Drive included ditch work and reshaping the road. Then it rained and got all sloppy. After it dried out, we put down a new mix, shaped, and packed it. Now it looks really good and there have been no more concerns from the residents.

**D. American Rescue Plan:** Marty Leistikow stated she had researched the American Rescue Plan and the township doesn't qualify. We're too small. It's for broadband and infrastructure projects.

**E. Local Board of Appeal and Equalization Training:** Haukebo stated he recently took the online LBAE training and is now qualified to participate in the meeting.

**F. Townhall Rental Policy:** Holz stated he researched ideas for a rental policy for the townhall and questioned what the next step would be. Kietzman stated we were going to bring that issue to the annual meeting and ask for a citizen committee to hash that all out. We do not want to be in competition with Mantrap Valley Conservation Club. Haukebo stated we are in a tax-exempt status and to keep it that way we have to make sure we are not viewed as a commercial use. We can only collect fees to cover expenses. Birthday and anniversary parties are fine, but wedding parties would be competing against commercial venues. Holz stated I was thinking just for the residents of Clay Township since they are already paying the taxes here. Haukebo stated we don't want to do any of that research unless the residents say, at the annual meeting, that they want rentals to be allowed. Kietzman questioned what about alcohol usage? Who's going to enforce that? How are you going to make the people follow the rules? I'm not comfortable attempting to dictate to our citizens by presenting a rental policy. If the citizens want it, and vote on it at the annual meeting, then we'll pursue this further.

**G. Supervisor Resignation:** Leistikow submitted a letter stating he would not be running for re-election at the end of his present term. The letter stated he has served on the board since 1999, and is leaving due to health issues. Kietzman thanked Leistikow for all of his previous service to the township.

**6. OLD BUSINESS:**

**A. Township Construction Update:** Kietzman stated the town hall construction fund has all been spent. We didn't get a sign, and we could use some more gravel for the parking lot, and a better handicap parking area. I'm confident we have met all of our financial obligations. We could push back the trees a little to increase the parking lot area. Possibly in the future, we could pave the parking lot to reduce the amount of sand, which is detrimental to the helicopters that use the helipad.

**7. APPROVAL OF TREASURERS REPORT:** Holz presented his written treasurer's report to the board (see attached).

**A motion was made by Kietzman, seconded by Haukebo, 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 7:10 p.m.

ATTEST:

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Chair Andy Kietzman

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Township Clerk Margie M. Vik