

**TOWNSHIP OF CLAY  
CLAY TOWNSHIP BOARD MEETING  
FEBRUARY 25, 2015, 7:00 PM  
MANTRAP VALLEY CONSERVATION CLUB  
PARK RAPIDS, MN**

**1. CALL TO ORDER:** The February 25<sup>th</sup>, 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: George Honzay.

**3. APPROVAL OF AGENDA:** A motion was made by Leistikow, seconded by Kietzman, and unanimously carried to approve the agenda, as amended to add Beer/Wine License for Emmaville Store as the first item under new business.

**4. APPROVAL OF MINUTES:**

**A. Clay Township Regular Meeting Minutes-January 28, 2015:** A motion was made by Leistikow, seconded by Haukebo, and unanimously carried to approve the Clay Township Regular Meeting Minutes for January 28<sup>th</sup>, 2015, with the following correction: page 2, road signs, change to, curve signs for various roads including Jasmine Drive.

**5. NEW BUSINESS:**

**A. Emmaville Store:** George Honzay stated he was representing his son Kenneth Honzay who is requesting a wine and beer license for Emmaville Inn. The Honzays have made an offer, so the store is in the process of being sold. They would like the paperwork for the licenses to be done by the time the sale is finalized. Haukebo questioned if the approval of the license should be contingent on the purchase going through. Leistikow stated if the store fails to sell, then the current license will remain with the Sprys. **A motion was made by Leistikow, seconded by Haukebo, and unanimously carried to approve a wine and 3.2 beer licenses for Kenneth Honzay d.b.a. Emmaville Inn.**

**B. Fire Contract for 2016-2017:** Kietzman stated the amount of the 2016-2017 fire contract will be \$2,756.64. That is less than the current contract. Clay Township pays 1% of the total expenses for the Park Rapids Fire Department, which is one of the lowest amounts, and Park Rapids City pays 36%.

**C. Spring Short Courses:** Kietzman stated the Spring Short Courses will be held on April 1<sup>st</sup>, 2015 in Walker at Northern Lights Casino.

**D. Local Board of Appeal & Equalization:** Kietzman stated the Local Board of Appeal & Equalization meeting has been scheduled for April 20<sup>th</sup>, 2015 at 1:00 p.m. at the Mantrap Valley Conservation Club.

**E. MN Benefit Association:** Holz stated the Minnesota Benefit Association has changed their insurer so all the officers have to fill out new beneficiary designation request forms. He distributed the appropriate paperwork to the board members.

**6. OLD BUSINESS:** There was no old business.

**7. APPROVAL OF TREASURERS REPORT:** Holz stated he received the January 2015 settlement in the amount of \$459.64, \$176.06 for the general fund, \$183.95 for the road and bridge fund, and \$99.63 for the building fund, and interest in the amount of \$31.47. Total receipts were \$459.64. The checking account balance is \$2,911.09, and the money market balance is \$103,626.99. The total funds are \$106,538.08. Seven outstanding checks, for the total amount of \$2,894.50, have not cleared the bank yet. There is \$35,683.37 in reserves for the building fund. The total operating balance is \$67,960.21.

Holz stated the outstanding invoices for this month are Cumber Construction for \$457.50, \$2,820.16 for the fire contract, \$150.00 for Shannon Barnett Web Design, \$100.45 for the Enterprise, \$805.00 for MN Benefit Association, \$775.00 for MATIT Insurance, \$210.00 for MATIT Workman's Compensation insurance, and MN Association township dues in the amount of \$352.42. Total payables are \$5,670.53.

Holz suggesting forwarding all the township forms to Shannon Barnett to upload to the website, such as building permits, and instructions for requesting donations from the township.

**A motion was made by Kietzman, seconded by Leistikow, and unanimously carried to approve the treasurer's report and to pay the outstanding invoices, and to authorize a forms tab on the township's website.**

**9. ADJOURNMENT:** A motion was made by Kietzman, seconded by Leistikow, and unanimously carried to adjourn the meeting at 7:30 p.m.

ATTEST:

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Chair Andy Kietzman

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Margie M. Vik  
Township Clerk