



**FOREST TOWNSHIP  
APRIL MEETING MINUTES**

Date and Time of Meeting: April 11, 2017, 6:30 p.m.		
Present: Tim Holzkamm, Barb Christiansen; Supervisors, Donna Waliczek; Treasurer, Carol Peterson; Clerk Absent: Lynn Lindow, Supervisor Visitors: Lisa Marschall and Dave Shauer		
Agenda Item	Discussion Points/Notes	Actions/Follow-up Needed
Pledge of Allegiance Visitor Sign in		
Consent agenda: <ul style="list-style-type: none"><li>• March 13, 2017 minutes</li><li>• Treasurers Report</li></ul> <ul style="list-style-type: none"><li>• Approval of Claims List</li></ul>	<ul style="list-style-type: none"><li>• April CTAS claims report</li></ul>	Request from Clerk to add Amnesty Day Supervisor under Trash/Recycling Motion by Tim to approve Consent Agenda. Second by Barb, Motion carried.
<ul style="list-style-type: none"><li>• Public Comment</li></ul>	<ul style="list-style-type: none"><li>• Lisa Marschall – finished township assessments. She also noted that any requests or changes to property taxes have to be presented to the township Board of Equalization. That no changes will be made prior to that meeting. Property owners cannot requests changes at the county level unless they attended the township equalization meeting with requests.</li><li>• Dave Shauer, resident on Marilou Drive, presented a letter and survey to discuss concerns about road's width and safety concerns. History of road, easement and road work discussed along with township requirements for taking over maintenance of roadways. Dave inquired about landowners making improvements and the Township has no issue with that. He was advised that</li></ul>	<ul style="list-style-type: none"><li>• Barb will send a copy of Township Road requirements to Dave Shauer.</li></ul>

	<p>Becker County should be contacted beforehand as a section of the land is tax forfeit that requires extra steps for turning over easement to the township. And the road borders a pond and there could be wetland issues. Letter and survey will be kept with Minutes</p>	
<ul style="list-style-type: none"> <li>• Clerk's Report</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Board of Equalization – Tuesday, April 25<sup>th</sup>; 11 AM Town hall.</b></li> <li>• Mailings</li> <li>• <b>Annual Becker Cty Ass. Of Townships meeting Thursday, April 27<sup>th</sup> at 7 pm at the Court House</b> 3<sup>rd</sup> Floor Assembly Room</li> <li>• Liability Ins renewal – Dan Bergstrom</li> </ul>	<ul style="list-style-type: none"> <li>• Barb will keep minutes</li> <li>• Tim will attend.</li> <li>• Barb will email Dan to request copy and reaffirm the liability amount.</li> </ul>
<p>Board Member Reports</p> <ul style="list-style-type: none"> <li>• Town Hall</li> <li>• Trash/Recycle</li> </ul>	<ul style="list-style-type: none"> <li>• Nothing to report</li> <li>• Solid Waste Recycling Meeting Mar. 30<sup>th</sup>; 7PM Nothing new to report</li> <li>• Dump and cameras –</li> </ul> <p>Amensty Day Supervisor – Tim has ordered two additional dumpsters for spring and fall Amnesty Days.</p> <p>Question raised: If landowner hires a contractor and the contractor dumps construction material at town hall who do we hold responsible? Keys for the dump are issued to landowners so they would be responsible. Will review and update key policies and dump regulations to reflect that.</p>	<ul style="list-style-type: none"> <li>• Motion by Tim to purchase one 6 yard dumpster with removable lid. Discussion: What do with replaced dumpster? Secure shut and store for possible future needs. Barb Second, Motion Carried.</li> <li>• Tim will contact Allan Gervig</li> </ul>

<ul style="list-style-type: none"> <li>• Roads</li>   <li>• Planning Commission</li>   <li>• Weed Report</li> </ul>	<ul style="list-style-type: none"> <li>• Vacating Horse Shoe Cul de Sac Quit claim is done and routing for landowners' signatures and then needs to be recorded. Move item to Old Business</li> <li>• Black Bear Road – Logging - spring Move item to Old Business</li>   <li>• Ashenbrenner – RV renewal permit. All is in order.</li>   <li>• Annual Meeting March 23<sup>rd</sup>; 8:30 AM, Callaway. Nothing new to report.</li> </ul>	
<p>Old Business</p>	<ul style="list-style-type: none"> <li>• Replacing Public Notice Board – spring</li>   <li>• B2B Border to Border Truck route thro Northern MN</li>   <li>• Forest Township Road Easements – Sunset Drive No new developments to report Barb sent letter and application and copy on file</li>   <li>• Forest Township 2018 Levy and follow ups Tim and Carol signed the Becker County Auditor form to be sent.</li> </ul>	<ul style="list-style-type: none"> <li>• Tim will talk with Allan Gerving to see if he still is interested building a new board.</li> <li>• Motion by Tim: Forest Township doesn't support B2B Border to Border Truck Route through Forest Township. Barb second. Motion carried unanimously. Tim will be responsible for sending the letter with motion out to involved agencies.</li>   <li>• Carol will send to Becker Cty Auditor.</li> </ul>
<p>New Business</p>	<ul style="list-style-type: none"> <li>• Timber Auction information only</li> <li>• Date for Annual Road Tour</li> </ul>	<ul style="list-style-type: none"> <li>• Tim made a motion that April 25, 2017 be the date for Forest Township Road Tour to start at 8:30 am at the Township Hall and reconvene there at 10:30am for public input. Special meeting notice will be posted on the website and at the Town Hall by Clerk</li> </ul>

	<ul style="list-style-type: none"> <li>April Short Course discussions: Lynn, as vice chairperson, needs signature on bank account. Need to create a Fund Balance Policy – Carol will follow up Discussed record keeping</li> </ul>	Second by Barb. Motion carried.
Adjourn	Tim made the motion to adjourn, Barb second and motion carried.	

Tim Holzmann 5/9  
Tim Holzmann      Date

Barb Christiansen 5/9/17  
Barb Christiansen      Date

Lynn Lindow 5/9/17  
Lynn Lindow      Date

Carol Peterson 5/9/17  
Carol Peterson      Clerk

Township of Forest

Claims List for Approval

4/8/2017

Date Range: 4/11/2017 To 4/12/2017

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
04/11/2017	White Earth Sanitation	Feb .garbage	2421	\$388.62	100-43230-384-	Waste (Refuse) Collection	\$388.62
04/11/2017	Itasca Mantrap Coop Elec.Assoc.	electricity	2422	\$134.00	100-41940-381-	General Government Buildings and Plant	\$134.00
	<i>Lisa Marschall</i>		<i>2423</i>	<i>3768.50</i>		<i>final payment</i>	
Total For Selected Claims				<del>\$522.62</del> <i>4291.22</i>			\$522.62

*Barb Christiansen*

Barb Christiansen

Town Supervisor

*4/11/17*

Date

Lynn Lindow

Town Supervisor

Date

*Tim Holzmann*

Tim Holzmann

Chair, Town Supervisor

*4/11/17*

Date