



## FOREST TOWNSHIP MEETING MINUTES

<p>Date and Time of Meeting <b>November 12 , 2019, 6:30 p.m.</b></p> <p>Present: Tim Holzkamm, Barb Christiansen and Lynn Lindow; Supervisors, Donna Waliczek; Treasurer, Carol Peterson; Clerk</p> <p>Absent:</p> <p>Visitors: Lisa Marschall, Dan Bergstrom, Jenna Duwenhoegger</p>		
Agenda Item	Discussion Points/Notes	Actions/Follow-up Needed
Pledge of Allegiance Visitor Sign in		
Consent agenda: <ul style="list-style-type: none"> <li>• October 8, 2019 Minutes</li> <li>• Treasurers Report</li> <li>• Approval of Claims List</li> </ul>	<ul style="list-style-type: none"> <li>• CTAS claims report</li> </ul>	Motion by Tim to approve the Consent Agenda. Second by Barb. Motion approved unanimously.
<ul style="list-style-type: none"> <li>• Public Comment</li> </ul>	<ul style="list-style-type: none"> <li>• Lisa Marschall presented end of year report. All went well and she has completed all assessments except for new building permits that are still in building process.</li> <li>• Waubun School Referendum passed. There were comments that those that voted in person were not asked for identification,</li> </ul>	
<ul style="list-style-type: none"> <li>• Clerk's Report</li> </ul>	<ul style="list-style-type: none"> <li>• Emails – scams – Clerk received ransomware email through Township email. Tony was notified and he looked into it and found no problem. Barb couldn't get any answers form Arvig about why her emails were not coming through. She wants her home email listed on the website</li> <li>• Received copy of Liability Insurance for road contract</li> </ul>	<ul style="list-style-type: none"> <li>• Clerk will notify Tony to make change.</li> </ul>
Board Member Reports <ul style="list-style-type: none"> <li>• Town Hall</li> <li>• Trash/Recycle</li> <li>• Roads</li> <li>• Planning Commission</li> </ul>	<ul style="list-style-type: none"> <li>• Heat needs to be left on in the bathroom now through winter months</li> <li>• All good</li> <li>• All good</li> <li>• Zoning Committee update/ minutes – Discussed the findings of the Committee and their timeline for follow up work. There were no recommendations at this time. Minutes to the meeting will be attached to Township Minutes. Review of permits:</li> </ul>	<ul style="list-style-type: none"> <li>• Motion by Lynn to approve Church permit. Second by</li> </ul>

<ul style="list-style-type: none"> <li>• Weed Report</li> <li>• Website</li> </ul>	<ul style="list-style-type: none"> <li>• Lynn completed Annual Weed Report and presented.</li> <li>• All good</li> </ul>	<p>Tim. Motion passed unanimously.</p> <ul style="list-style-type: none"> <li>• Motion by Tim to approve Rachels permit. <b>Second</b> by Lynn. Motion passed unanimously.</li> <li>• Motion by Lynn to approve Opatz permit. Second by Tim. Motion passed unanimously</li> </ul> <ul style="list-style-type: none"> <li>• Clerk will mail the Annual Weed Report</li> </ul>
<p>Old Business</p>	<ul style="list-style-type: none"> <li>• Red Top Road culvert – is working and will look at next spring</li> <li>• Dolly's Trail Cul de sac – discussing of turnaround options for maintenance. Barb explained that the area at the T has space and needs just a little work to create a cul de sac but some of the area is County land. She talked with Jim Olson, Becker Cty, and he suggested the cul de sac be located at the public boat access and County would upgrade the culvert. It was noted that in that area the water is rising and is very wet and would probably require a lot of maintenance in the future.</li> </ul>	<ul style="list-style-type: none"> <li>• Take off Agenda</li> <li>• Census of the Board is that the T on Dolly's Trail would be the best option and to follow up Becker County about use of the land..</li> </ul>
<p>New Business</p>	<ul style="list-style-type: none"> <li>• 2020 Census – Jenna Duwenhoegger; Partnership Specialist Jenna is outreach for our area and is available to assist with promoting citizen participation in 2020 Census which begins April 1, 2020. Will provide information for Township to distribute/post. Census information is not shared and is used to determine funding distribution and legislative representation so important that everyone complete the census forms. Recruiting and hiring for Census positions is going on. Becker Cty area is paid \$14.00/ hr and mileage.</li> <li>• Resolution for 2020 polling designation- Clerk read resolution for designating Becker County Courthouse as 2020 Polling site for all elections as the township continues as Mail-in Ballet. Resolution will be designated <b>2019-2</b>.</li> <li>• Roads Resolution information Continued discuss regarding how maintenance and road determinations are made and what has recorded in past Township Minutes. A clearer policy needs to be adopted.</li> <li>• Becker County Assn. of Townships - updates Steve Carlson retired and Lisa Will is new Assessor The road repairs to the section of Cty 37 will be done summer of 2020. The rain caused damage to the new road surface. 2<sup>nd</sup> layer will be done next summer also.</li> </ul>	<ul style="list-style-type: none"> <li>• Clerk will post information to website and Town Hall</li> <li>• Motion by Tim to approve <b>Resolution 2019-2</b> establishing Becker County Courthouse as 2020 Polling Site. Second by Lynn. Motion passed unanimously.</li> <li>• Barb will bring recommendations to December meeting.</li> </ul>

Adjourn

- Motion by Lynn to adjourn. Second by Tim and motion carried unanimously.

Tim Holzmann 12/10/19  
Tim Holzmann date

Barb Christiansen 12/10/19  
Barb Christiansen date

Lynn Lindow 12/10/19  
Lynn Lindow date

Carol Peterson 12/10/19  
Carol Peterson/Clerk date

Date Range : 11/12/2019 To 11/12/2019

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
11/12/2019	Tony Brahmer	Website Jan-Dec 2019 and website domain renewal	2590	\$312.00	100-41001-309-	General Government	\$312.00
11/12/2019	Itasca Mantrap Co-op Elec. Assoc	electricity	2591	\$54.00	100-41940-381-	General Government Buildings and Plant	\$54.00
11/12/2019	Lisa Marschall	Assesment 2019 final payment	2592	\$1,000.00	100-41950-300-	Assessing fee	\$1,000.00
11/12/2019	Lynn Lindow	hotel for Fall MATT conference 9/30/19	2593	\$85.15	100-41115-103-	Supervisors	\$85.15
11/12/2019	White Earth Sanitation	collection	2594	\$525.78	100-43230-384-	Waste (Refuse) Collection	\$525.78
11/12/2019	Rolf Christiansen	Planning Commission meeting 10/19	2595	\$50.00	100-41910-103-	Planning and Zoning	\$50.00
11/12/2019	Craig Lindstrom	Planning Commission Meeting 10/19	2596	\$50.00	100-41910-103-	Planning and Zoning	\$50.00
11/12/2019	Patty Morgan	Planning Commission Meeting 10/19	2597	\$50.00	100-41910-103-	Planning and Zoning	\$50.00
11/12/2019	Dennis Anderson	Planning Commission Meeting 10/19	2598	\$50.00	100-41910-103-	Planning and Zoning	\$50.00

11/12/2019

Dan Bergstrom

2599

\$467.50

Date Range : 11/12/2019 To 11/12/2019

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
Total For Selected Claims				<del>\$2,176.93</del> 2649.43			\$2,176.93

*Barb Christlansen*

Barb Christlansen Town Supervisor

*11/12/19*

Date

*Lynn Lindow*

Lynn Lindow Vice Chair, Town Supervisor

*11/12/19*

Date

*Tim Holzmann*

tim Holzmann Chair, Town Supervisor

*11/12/19*

Date