

FOREST TOWNSHIP MEETING MINUTES

Date and Time of Meeting: September 10th, 2024, 6:30 p.m.

Present: Tim Holzkamm, Lynn Lindow, Barb Christiansen: Supervisors, Donna Waliczek: Treasurer, Lisa Jackson: Clerk


Absent:

Visitors: Leonard Thelen


Agenda Item	Discussion Points/Notes	Actions/Follow-up Needed
Pledge of Allegiance Visitor Sign in		
Consent agenda: <ul style="list-style-type: none"> August 12th, 2024, Minutes Treasurers Report Approval of Claims 	<ul style="list-style-type: none"> Review minutes Submit report. Submit claims 	<ul style="list-style-type: none"> In August notes under New Business: change word plack to plaque. In September Meeting Agenda under New Business add Variance. Motion by Lynn to approve consent agenda. Second by Barb. Motion carried unanimously.
<ul style="list-style-type: none"> Public Comment 	<ul style="list-style-type: none"> 	
<ul style="list-style-type: none"> Clerk's Report 	<ul style="list-style-type: none"> August 27th, 2024 – Last day to give notice of mail ballot procedures for General Election. September 20th – October 22nd, 2024 – Initial mailing for mail ballots to be mailed to registered voters in mail ballot precincts. September 24th, 2024 – Last day to post mail ballot procedures-6 weeks prior to election. October 11th, 2024 – Last day to appoint election judges for General Election. Becker County Township Association Meeting to be held October 17th, 2024 at 7:00pm – Discussion to be held on 2% due increase for townships for 2025. 	<ul style="list-style-type: none"> All posting/notices for election are located at the Town Hall bulletin board outside. Forest Township is an Absentee/Mail in Ballot. Becker County mails ballots to registered voters. Lynn to try and attend meeting.
Board Member Reports		
<ul style="list-style-type: none"> Town Hall 	<ul style="list-style-type: none"> Trees – Dead trees around town hall and tree on town hall corner. Discussion on which trees in proximity to town hall and who may have time to cut them. Mowing contract received/signed for town hall. Caulking completed around town hall by John L. 	<ul style="list-style-type: none"> Barb volunteered to cut tree on corner of town hall so it will not damage building.

<ul style="list-style-type: none"> • Trash/Recycle • Roads 	<ul style="list-style-type: none"> • Florescent tubes • Amnesty Day – went well. • Dumpster lid bent-hard to close/lock. • 2023 Township Road Mileage Certification. • Thelen's Monthly Township Stand-By Fee Agreement for Snow Removal Services – Contract. • Old Saw-Mill Road – closer notification. Email received from resident to supervisor. • Email received by resident requesting Thelen to grade entire Horseshoe Road before cold temps. Discussion on access with current machinery (tree branch overhang, drainage ditch, narrow road in areas, brushing/widen area, etc...) and minimum maintenance road blading spring and fall. • Emergency gravel for township roads. Barb sent email to Thelen's in amount of gravel that could be applied. (Road Tour May 14, 2024 – apply 1000 yards of class five. If more needed reassess at that time.) 	<ul style="list-style-type: none"> • Tim volunteered to pick up lighting for town hall. • Barb to ask Rolf to look at the lid. • Barb will complete 2023 Road Mileage Certificate. • Thelen's Stand-By Fee Agreement for Snow Removal Services to be added to next month's agenda. • Tim called to verify with county – clarified correction was made at county 5 yrs ago. • Leonard Thelen to look at road. Currently completing fall blading of minimum maintenance roads. • Motion by Tim, in regard to emergency gravel needs on Township roads, to permit approval by emails with supervisors on emergency gravel application. Second by Lynn. Motion carried unanimously. Thelen's to start application of gravel.
<ul style="list-style-type: none"> • Planning Commission 	<ul style="list-style-type: none"> • Permits: 2 permits completed – Mike and Carla Johnson, Matt and Dawn Hanson. Lynn observed them yesterday, need board approval and signatures. • Tim received a call regarding questions on solar panel attachment to house roof and if permit is needed. 	<ul style="list-style-type: none"> • Motion by Tim to approve both permits. Second by Barb. Motion carried unanimously. • Tim talked with Lynn and let the caller know that they did not need a permit for solar panel application on roof. Becker


<ul style="list-style-type: none"> • Weed Report • Website 	<ul style="list-style-type: none"> • Tim received calls from Dave Hovelsrud/Mark Branstrom about building on back 5-acre parcel in conservation zone – information on permit, variance, jurisdiction, etc... • Spraying – continue. • 	<p>County jurisdiction.</p> <ul style="list-style-type: none"> • Tim stated that a variance would be needed, suggested a meeting time be set with supervisors to look over the property area in question and go over variance, permits and jurisdiction.
Old Business	<ul style="list-style-type: none"> • Reminder - January Township Supervisor Meeting – add to agenda to update metal plates on wall. • Reminder – fix Town Hall back door exit access. • Reminder – Fireproof file cabinets for town hall. 	
New Business	<ul style="list-style-type: none"> • Variance – Barb received call on septic system asking questions. County requiring new mound system. Contractor stated they would have to contact township as to set back from road and variance if needed. Barb gave information on setback regulations for buildings. During supervisor meeting discussion, township follows county on septic regulations. Barb to notify caller and give Lynn's number. 	
Adjourn		<ul style="list-style-type: none"> • Motion by Lynn to adjourn. Second by Barb. Motion carried unanimously. (Meeting ended 7:26 pm.)


 Tim Holzkamm

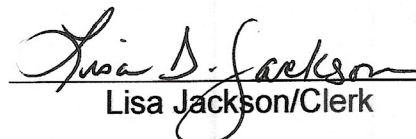
10/8/24
 Date


 Barb Christiansen

10/8/24
 Date


 Lynn Lindow

10/8/24
 Date


 Lisa Jackson/Clerk

10/8/24
 Date

Township of Forest

Claims List for Approval

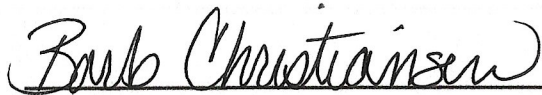
9/9/2024

Date Range : 8/14/2024 To 9/10/2024

<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>
09/10/2024	Becker County Highway Department	7/31/24 Sodum Chloride E. Bad Medicine Road	4114	\$7,003.94			
					201-43101-220-	Highways, streets and roadways	\$7,003.94
09/10/2024	Itasca Mantrap Co-op Elec. Assoc	Electric service 7/30/2024 - 8/28/2024	4115	\$46.00			
					100-41940-381-	General Government Buildings and Plant	\$46.00
09/10/2024	Bill Jackson	Amnesty Day Fall 2024 - Supervising 9 hours @ \$20.00 an hour.	4116	\$180.00			
					100-43240-384-	Waste (Refuse) Disposal	\$180.00
09/10/2024	White Earth Sanitation	2024 Aug. Services Ord 90.00 BCD-4 Unit Price \$12.00 Ext Price \$1,080.00 Total \$1,371.60	4117	\$1,371.60			
					100-43230-384-	Waste (Refuse) Collection	\$1,371.60
09/10/2024	White Earth Sanitation	2024 Fall Amnesty Ord 3, 20 Del Unit Price \$513.00 Ext Price \$1,539.00 Tran ST \$564.20	4118*	\$2,235.12			
					100-43230-384-	Waste (Refuse) Collection	\$2,235.12
09/10/2024	Thelen's Excavating	Inv.# 8221 for Aug 2024 Blading of Forest Township Roads. Total = \$1,397.50	4119*	\$1,397.50			
					201-43122-400-	Unpaved Streets	\$1,397.50
09/10/2024	Carol Peterson	Postage reimbursement for documents sent to IRS on 2021 Taxes.	4120	\$6.62			
					100-41001-322-	General Government	\$6.62

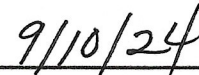
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Total For Selected Claims				\$12,240.78			\$12,240.78

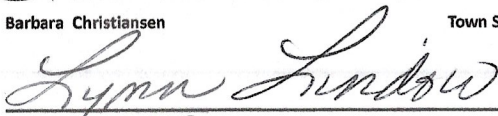


Barbara Christiansen

Town Supervisor

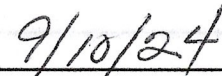


Date

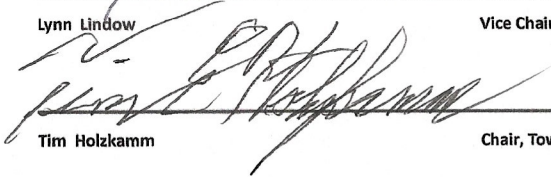


Lynn Lindow

Vice Chair, Town Supervisor



Date



Tim Holzkamm

Chair, Town Supervisor



Date