

WOODROW TOWNSHIP
REGULAR MONTHLY MEETING MINUTES

January 11, 2024

7:00 P.M.

The meeting was called to order by Chair Dave Tanner at 7:00 p.m. All joined in the Pledge of Allegiance. Present are Supervisor Gordy Reher (attended virtually), Supervisor Colter Peterson, Treasurer Tim Mueller and Clerk Cathy Dietrich. To see sign in sheet for citizens present, request from Clerk.

M/S/P Peterson/Reher approve Agenda for Regular Monthly Meeting as submitted.

M/S/P Reher/Peterson approve December 14, 2023, Regular Meeting Minutes as submitted and amended for the spelling of the Interlochen on page 2, paragraph B, line 2, should be changed to Interlachen.

M/S/P Peterson/Reher approve December 2023 final year end Treasurer Report, subject to audit as presented by Treasurer Tim Mueller.

Treasurer Mueller explained that we have the ARPA fund with a balance of \$69,000 that we're going to move out of the ARPA fund and into the Road & Bridge so we will use all of it for the 17th Ave project.

M/S/P Reher/Peterson to move ARPA fund from the ARPA account into the Road & Bridge fund account for the 17th Ave project that has been completed by Anderson Brothers Paving.

M/S/P Reher/Peterson approve claims as submitted and additional claim for Longville Fire Department by Clerk Cathy Dietrich.

M/S/P Reher/Peterson approve payroll as submitted by Clerk Cathy Dietrich.

Clerk's Report –

1. Carpet was cleaned on 1/10/2024.
2. Election Judges for the 2024 election year submitted for review and approval.
M/S/P Peterson/Reher motion to approve the list of Election Judges for the 2024 election year.
3. W2s have been completed. Still working on getting 1099 NECs completed among other year end reporting.

OLD BUSINESS

1. Road updates;

- a. Lott Excavating has finished most of the work on Timber by cutting the banks back. The seed and the erosion mat will be applied in the spring for final cleanup. The Township plans to do the same thing, as far as cutting the banks back on Interlachen, again so that there's room to push snow where the steep banks are and the road narrows down with the snow. Supervisor Reher has asked Sonmor Engineering to look into defining the road right of way on Interlachen.
 - b. Supervisor Reher explains the special meeting to be held on February 2nd 2024 at 9am, we'll be talking about financing for road projects. Chris Sonmor from Sonmor Engineering will be talking about the feasibility studies. The studies indicate that it is indeed feasible per the statutes and the next step is to figure out how to pay for it. So that's the purpose of the special meeting.
 - c. Chris Sonmor informs the Township he was not able to connect with the surveyors today but did look at the segment on Interlachen that we're talking about. It appears that there is a plan of right of way there, so that would be recorded where there's a lot of the roads in the township are mostly prescriptive rights where there is no established right of way. The concern is if we go out there and establish a right of way, a road may not necessarily follow within the right of way. The Township will probably look at easements. Chris would like to talk to the surveyors first and see if there's anything with prescriptive rights, even though it is a right of way. These are the items Chris will continue to investigate on the legal side with the surveyors. Need to establish a policy for all the roads and this will be discussed at the Special Meeting on February 2.
2. Gravel Crushing – No update currently. Supervisor Peterson will contact the contractor and provide an update in February.
 3. Woodrow Township Emergency Management Organization (WTEMO). Tom Larson informed us money was transferred by the president to the elements such as, storm damage, where people are allowed to claim certain things. They're only paying 75% of eligible claims currently. They're saying maybe at the end of the year, they can catch up with the 25%. Governor Walz has moved homeland and other money from HSEM to Minneapolis for immigrant uses. The state is now dependent on HUD to feed the money to all because they don't have enough money in their reserves for a major disaster to get money to the federal government.

NEW BUSINESS

1. Annual Designations for 2024;
 - a. Administrative guidelines were approved at the December 2023 meeting. Clerk Dietrich would like to add the Election Judges wage to the guidelines.

M/S/P Reher/Peterson Head Election Judge wage to increase from \$25/hr to \$30/hr and Election Judge wage from \$22/hr to \$25/hr.

M/S/P Reher/Peterson for b. through g. below.

- b. Chair for 2024 will be Gordy Reher and Vice Chair Colter Peterson.
- c. Official Newspaper is Pine Cone Press Citizen
- d. Supervisor duties to remain with Gordy Reher as road maintenance and Colter Peterson Town Hall, Fire Departments and Gravel Pit. Dave Tanner duties will split between the supervisors until another supervisor has been appointed.
- e. The location for postings is the official newspaper and kiosk outside of the Town Hall.
- f. Official Township Bank is First National Bank North.
- g. Township Attorney is Breen and Person.

- h. Zoom meetings policy discussion. Clerk Dietrich requested the Supervisors to discuss a Zoom meeting policy. Clerk requested the opinion of Scott Wold since he has spoken about it in past meetings. Scott explained that there's complications and things to think through. It's not as easy as just throwing up Zoom occasionally, or when somebody asks or wants access to it. Other hurdles can be overcome such as storage, access, etc. There can also be technical issues to overcome that may not be the side of the Township but the person calling in. Cass County Planning Commission recently did away with Zoom meetings due to some of these issues. For these small meetings it is easier and less complicated to not offer Zoom and if there is interest then citizens can attend the meeting.

Jessica Graham raised an interest in having the flexibility of being able to call into Zoom Township meetings on behalf of herself and other citizens. She states, "We have a lot of citizens who are so interested in these meetings who are not here in the winter and that would really like to be part of these meetings. Not to comment, not to interrupt, not to cause trouble, but to hear and be engaged, which is really a good problem for you guys that you have so many people interested." Jessica continues, "So I would really impress upon you how interested your constituents are. We're all taxpaying citizens. All of our property taxes somehow probably filter to this township, and we would really, really appreciate being able to get on to these Zoom meetings."

Chair Tanner replied that the Township hears the request and will need to discuss this more and will postpone it to next meeting.

SUPERVISOR REPORT

Supervisor Tanner –

- Nothing to report.

Supervisor Reher –

- Investigating putting in a turnaround on 26th Ave to facilitate snow removal. The survey crew was out looking at it, and a power pole may need to be moved. Once the survey is drawn up, Chris Sonmor will review and provide information to the township for final decision.

Supervisor Peterson –

- Nothing to report.


PUBLIC INPUT

Jessica Graham asked the best way to get ahold of the Supervisors since she has sent a few emails with no response. Supervisor Reher responded to continue to send emails and they will be responded to. Supervisor Reher claimed medical time down and apologized. The questions in the email pertain to Timber Drive project that is off the table, the project that started last year ended last year and so there is no information to respond with. There is no timber drive work being done other than routine maintenance which is being done now. Chair Tanner commented that we received a petition to start looking into paving Timber Drive. The statute was followed, and it was determined that there wasn't enough support, and we didn't have an assessment policy. And the Supervisors halted the project. Jessica stated her concern again regarding communication and earning trust of the citizens.

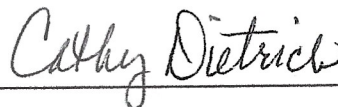
Deb Scheibel has a concern about the footpath leading to the public beach off County 5 by the dry hydrant. The concern is the poison ivy around and the Township should get it cleaned up so it can be used. Chair Tanner responded, the idea of the project was to have that path open, but we really couldn't even get to it until the Highway 5 project was done. The next step is to clear that path, mow, cut branches and maintain it. We also need to maintain it within the requirements. Ron Scheibel requested a sign be added to communicate there is a public beach. Chair Tanner stated that would need to be looked at and may not be feasible given the small property and right of way.

OTHER BUSINESS

MEETING ADJOURNED M/S/P Reher/Peterson @ 8:10 p.m.



Chair, Gordy Reher



Clerk, Cathy Dietrich

