

WOODROW TOWNSHIP

REGULAR MONTHLY MEETING MINUTES

November 9, 2023

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, Supervisor Colter Peterson, and Clerk Cathy Dietrich. To see sign in sheet for citizens present, request from Clerk. Treasurer Tim Mueller is absent.

M/S/P Reher/Peterson approve Agenda for Regular Monthly Meeting as amended to add New Business item #4 Hunting on Township Property.

M/S/P Reher/Peterson approve October 12, 2023 Regular Meeting Minutes as amended, on page 2 Clerk report #4 M/S/P approve that Cass County will retain the allocated funds of \$68.48 to help defray the election administration costs. And under old business #1 a. the last sentence in second paragraph states, 'survey on Buxton' and should be changed to 'Wetland Delineation on Buxton'. And the last change is on page 3 the last paragraph starts with Citizen Totski, the name is misspelled and should be Citizen Totzke.

October Treasurer Report will be presented by Treasurer Tim Mueller during the December monthly meeting.

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

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

Clerk's Report –

1. Reminder the new email training meeting is on Tuesday November 28 at 7:00 PM. IT Consultant Mike Schmitt, Supervisor Colter Peterson, Treasurer Tim Mueller, and Clerk Dietrich will be in attendance.
2. There are citizens of the township that have requested to hold the township monthly meetings on Zoom. Some concerns of the board are public comments, participation in meetings, statutes, and availability to those who are part time residents or those who own property for recreational purposes. It would need to be researched more and if anything were to take place it would need to be part of the administrative guidelines. IT Consultant Mike Schmitt explains that commonly people confuse Zoom with being a two-way conversation, that you're inviting other people to come into it. But many times, a Zoom meeting can be just a broadcast and I think most of the comments heard from people that want Zoom are they just want to hear what the board is talking about and don't necessarily want to interact. The board can also make it where you can control a guest speaker or open the meeting to only people who sign up ahead of time.

Citizen Thielmann brought up an example where a citizen has a statement, and they end up talking and taking over the meeting. Citizen Thielmann stated the board would need someone to control the muting of people and stick to limits for people to talk.

Citizen Larson brought up a lawsuit that happened in a county in Iowa where two people were not allowed to talk during the Zoom meeting. If there is a meeting held via Zoom, then everyone can attend and can make comments.

Chair Tanner states he doesn't see that Woodrow Township is able to decide one way or the other currently.

Citizen Scott Wold added that in MN Statute 13D Open Meeting Law, if you're using Zoom for a board member to attend a meeting, you can do so without making that publicized where they're at, if it's due to health concerns. So, if you're sick, and that was recently changed last session. It used to be you could do it if you were sick, or if the state was under a state of emergency. Last session, they took that state of emergency out. So, if you've got the flu, now you can stay home. I think it's up to three times a year still. But you can Zoom into the meeting and still count that you're here. If you're feeling fine, if you're just out of state or you're far away and don't want to come in, prior to that meeting, your location where you are going to view the meeting and join Zoom, that has to be publicized on where you're at, and that location has to be open to the public so that anybody else can join you and attend that meeting. And then there's no restriction on health requirements or number of times, but that location needs to be open to everyone else to join. Citizen Wold continues, I've been doing this type of work for a while and organizing public meetings. The board has five different issues that you just discussed that are all separate and probably need to be addressed specifically, whether it's public input, at how much, what time, when and where. That's an issue right now, whether you have Zoom or not. I would caution going full force into Zoom before discussing and concluding on each issue. It can work great, there's been some meetings I've done that we've always done it and it's been effective. There's been others that wading into those waters is a little more difficult. And whether you record the meeting then has different implications on the back end, which your IT could speak to as far as you having to store those meetings, data requests and your ability to send those out. And if you have closed sessions from time to time to discuss things you need to redact. So, there are a multitude of things to consider and probably a policy for about four or five different topics you just addressed.

Chair Tanner concludes we're going to proceed with caution in dealing with this and deal with it appropriately so that we can do our business and people will know what's going on. This subject will continue at the December meeting.

3. Clerk Dietrich explained the Big Deep Vacation Breen & Person invoice to board. Chair Tanner will discuss with the citizen involved.

4. Clerk Dietrich received a request to send draft meeting minutes to a citizen. She explained to the Supervisors the situation and the Supervisors agreed the draft meeting minutes should not be sent out prior to finalizing and approving.

OLD BUSINESS

1. Road updates;
 - a. Supervisor Reher explains there are three things the township has requested for Chris Sonmor, registered professional engineer to work on. First is a feasibility study for road improvements, second is a capital improvement plan, third is a grant - LRIP (local road improvement plan). Chris is currently working on these items and may have an update at the December monthly meeting.
 - b. Harrier Trail there is no change currently. It was brought up at the September meeting that things were not going according to how local residents felt they should be going on Harrier Trail. The road is in the process of being brought up to township specifications and then will be turned over to the township. And since the county is working on this and it's their road, we don't have any way to control what they do and how fast they do it.
2. Town Hall Flooding update from Supervisor Reher. The connection for supplying hot water into the building plumbing failed, and water was spraying out. The water went into the cold air return of the furnace, and through the ductwork, and it was like a steam bath in the building. We have not submitted to insurance yet and will gather all the amounts for the new water heater and cleanup. Once we know that amount, we can decide on whether to submit to insurance or not. Clerk Dietrich explained she will work on cleaning up what is left once the new Hot Water heater is installed.
3. All board members have received their new computers and the old computer's memory transferred to new computers. The old computers were then sold at a church computer sale.
4. AIS signage tabled until December.
5. Administrative Guidelines tabled until December.
6. Woodrow Township Emergency Management Organization (WTEMO). Tom Larson informed us there are new regulations for claims and grants and all are being run through Homeland Security Administration including FEMA. Survey123 system will continue to be used for any claims. There are trainings for submitting claims and there could be requirements in the future for trainings, such

as how often training is required and whether exams must have passing scores otherwise you would have to take the exam again. They are looking at mandatory connectivity. They're looking at things like Nixle, and a couple of other programs where you can use your cell phone, laptop, or tablet, and be tied into these different services so that you can get information directly from the feds. 4042 grants are EMS disaster trailers and are based on what's happened with mass shootings and things like this, where each EMS service must have one, preferably two, trailers with backup emergency supplies for triage. Woodrow Township would have to approve this and look at what Longville and Hackensack have available for us. It's a matter of approval and notification rather than the township spending money.

Another item is mailboxes and the notice that township citizens have received. Your mailbox is supposed to be 48 inches off the dry road surface. This is so that the plow drivers can get the wing plow down underneath that and keep it cleared out so that the post office can deliver mail or hold your mail. The postal driver won't deliver mail if there is a roll of snow within 18 inches of the mailbox.

Lastly, the township needs to show a diagram of succession, of who has authority to make decisions when someone is not reachable. Chair Tanner states we have that now, Supervisor 1, 2 and 3. Citizen Larson explains, the state is looking at what if all three were out of touch, then who would make a decision if an emergency. Chair Tanner informed this will be taken care of when the township gets this request from the state.

NEW BUSINESS

1. Supervisor Reher is contacting the company who did gravel crushing in 2021. Will provide an update at the December meeting.
2. Supervisor Reher talked to Lott Excavating regarding snow plowing. Lott Excavating has six people retained to do snow plowing and they handle three townships. They will have two people assigned to each township. Specifically for Woodrow Township is that the two people start out at Lott Excavating and one goes east, and one goes west, and they continue with the most efficient route.
3. The Public Input statute has been reviewed and the board is following the statute in providing a place on the agenda for public input. The board has been liberal in asking for comments and taking public input at the time agenda items are discussed.
4. Supervisor Reher received an email from a person who wanted to hunt on township property behind the gravel pit. No one has ever asked they have just done it. Supervisor Reher asked the question, is there an ordinance, statute, or resolution that the township has on record relative to hunting on township property? Chair Tanner replied that he is not aware. Citizen Thielmann commented that according to the State of Minnesota I can hunt anywhere that it's not posted, agriculture, or somebody's yard. In order to keep someone from hunting on a property it must be

posted, and posting can state 'private property keep out', 'no trespassing', or 'no hunting'. Chair Tanner comments and questions, now I just wanted to tell you that, being aware of this question, I stopped down at the recycling area, the pit area, and there are signs on both gated entries that say no trespassing township property. Now, I think that means you can't go in there. Whether you have a gun or not. Last year we saw some people who were using the pit for target practice, and they were told not to do that anymore. But the question I have is whether the no trespassing township property means, are we missing a word on township property? Citizen response is a sign must be seen from the road every 500 feet depending on the type of road. So, if the township wants to keep people from all 40 acres, they would have to have signs anywhere someone can access it from a public road. Essentially a person can access the gravel pit from the other side of it. The township will not favor one person to hunt there, others may be able to hunt there also. To answer the email the township will not grant any specific right to use it, but in general everybody can.

SUPERVISOR REPORT

Supervisor Tanner –

- I've concluded that my season with this township board has extended itself as far as it should, and my last day will be December 31. This gives the town board, you two, an opportunity to decide how to proceed with replacing a supervisor. And as you know, you have the authority to appoint, or you can have interviews with people or not have interviews with people and the appointment is for the duration of my term which is another two years from December. I just wanted to let you know how much fun it's been to be a supervisor. It's great to work with you guys and with all of you people because you come and you're reasonable and you listen, and you participate. It's really a good experience. So, to be a supervisor in Woodrow is a fun time.

Supervisor Reher –

- LRIP deadline was extended, and Chris Sonmor is on top of this information.

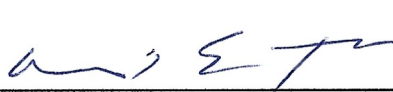
Supervisor Peterson –

- Nothing to report.

PUBLIC INPUT

OTHER BUSINESS There will be a holiday potluck snacks and desserts for the December meeting.

MEETING ADJOURNED M/S/P Reher/Peterson @ 8:48 p.m.



Chair, Dave Tanner



Clerk, Cathy Dietrich

