

ELLSBURG TOWNSHIP
P. O. BOX 308
1767 MELRUDE ROAD
MELRUDE, MN 55766

ELLSBURG TOWNSHIP MEETING

September 27, 2022

The meeting was called to order at 6:00 PM in the Ellsburg Town hall, followed by the Pledge of Allegiance.

Board members present were Chairperson Beth Caple, Vice Chair Kevin Davidson, Supervisor John Upton, Treasurer Elaine Wick and Clerk Cindy Brown.

Guests present were: Dale Wick, Scott Streitz, Zack Johnson, Lee Voigt, Jeff Johnson, Heidi Yokel, Todd Konezny, Betty Maher, Jane Gearns and Dennis Mercer.

Clerks' minutes for July 2022 were read.

Treasurer Report for August 2022

For the Period : 8/1/2022 To 8/31/2022				
<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>
General Fund	\$114,262.60	\$4,184.39	\$5,222.73	\$113,224.26
Road and Bridge	\$38,869.13	\$0.00	\$1,200.00	\$37,669.13
Fire	\$0.00	\$0.00	\$0.00	\$0.00
Cemetery	\$6,989.39	\$0.00	\$346.66	\$6,642.73
ARPA	\$11,072.55	\$0.00	\$0.00	\$11,072.55
General Capital Projects	\$15,000.00	\$0.00	\$0.00	\$15,000.00
Total	\$186,193.67	\$4,184.39	\$6,769.39	\$183,608.67

Claims for September 2022

CLAIMS SUBMITTED FOR PAYMENT - SEPTEMBER 2022			
Invoice	Description	Check #	Amount
A-1 Service	Porta potty	8407	\$98.00
Como Oil	Propane	8408	\$540.60
Culligan Water	Water softener salt	8409	\$98.35
Jakes Companies	Grading township roads	8410	\$900.00
Lake Country Power	Electricity	8411	\$31.26
MAT	Annual Conference - 3 supervisors fee	8412	\$570.00
St Loius County Public Works	New road signs	8413	\$4,525.00
Twin Ports Pest Control	Spraying at Bass Lake Fire Hall	8414	\$199.00
ZJ Dirt Works	Installation of culverts on W Mink Rd	8415	\$6,575.00
Cindy Brown	Mileage and supplies	8416	\$72.82
Beth Caple	Mileage	8417	\$39.78
John Upton	Mileage	8418	\$52.65
Kevin Davidson	Mileage	8419	\$20.48
PERA	Retirement	8420	\$149.88
Arvig	Telephone and Internet	ER001	\$113.23
		TOTAL	\$13,986.05
PAYROLL SUBMITTED FOR SEPTEMBER			\$1,456.91

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CONSENT AGENDA

- August Meeting Minutes
- Treasurer Report
- Bills for payment
- Payroll

Vice Chair Kevin Davidson made a motion to approve consent agenda items, Supervisor John Upton second, motion approved.

CORRESPONDENCE: St Louis County Sherriff Volunteer Rescue sent a donation request. Supervisor John Upton made a motion to donate \$200.00, Vice Chair Kevin Davidson second, motion approved.

RESIDENTS AND GUESTS:

- Heidi Yokel gave a fire department report. They were not paged out in August and they held two training sessions. Bass Lake Fire Hall has one engine down and they are looking into a replacement.
- Lee Voigt inquired who is responsible to lower flag to half-mast when needed. He stated in the past either himself or a former supervisor took care of lowering the flag when required. Clerk will take care of going forward.

OLD BUSINESS

- **Road and Bridge:**
 - Chairperson Beth Caple stated that all of the new road signs have been installed except one that was worded incorrectly.
 - Vice Chair Kevin Davidson reported that the wash outs on Blackburn Drive and Water Hen Rd have been repaired and we will need some fill on our roads but we will wait until spring for that. He also reported that the driveway culverts have been replaced. Betty Jo Maher stated that she is not happy with the new culverts as she is concerned that she will now have water run off contaminate her well. She had her water tested and will retest if she feels that the run off is excessive. Vice Chair Kevin Davidson assured her this is routine township road maintenance and we have not changed the lay of the land. Jane Gearns also had some concerns. Chairperson Beth Caple then thanked the residents for their feedback and concerns and assured them that we are simply trying to keep our township roads in good condition, we will monitor the situation and then address if necessary in 2023.
 - Vice Chair Kevin Davidson reported that we will need to hold a Special Board Meeting to address the Blackburn Drive petition submitted by Bill McKechnie. Bill will have some responsibilities as the petitioner; he will be sent a list. Vice Chair Beth Caple made a motion to hold the special board meeting on October 12, 2022 at 6:00 pm, Supervisor John Upton second, motion approved.
- **Buildings:**
 - Melrude Fire Hall – New building
 - Supervisor John Upton reported that the project will start in the spring of 2023 and that the IRRRB grant application has been submitted and is pending.

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- **Cemetery:**

Chairperson Beth Caple reported she met the surveyor out at the cemetery and it will cost the township \$6000.00 to locate and pin every site. Chairperson Beth Caple made a motion to hire the surveyor at that cost, Supervisor John Upton second, motion approved.

- **Website:** Nothing new to report.

NEW BUSINESS

- **Noxious Weed Issue**

- During the month of September, it was brought to Vice Chair Kevin Davidson's attention that a resident, Betty Jo Maher, is growing Japanese Knotweed and it is a very aggressive weed. Betty Jo attended the meeting and brought along a sample of the weed. She shared that she had planted the weed years ago before it was a known issue in Minnesota and gave us some information about how it spreads. She has hired a professional to spray the weed and will continue to get it sprayed until the weed has been destroyed which can take several years.
- Clerk Cindy Brown will post information about this particular noxious weed on the township website.

- **Blight Discussion** - Since the township has no official process on how to handle blight, Chairperson Beth Caple made a motion that calls or complaints go to the Cemetery Supervisor until we have generated an official process, Supervisor John Upton second, motion approved. Supervisor John Upton also stated he will do some research on common processes to handle blight.
- Clerk Cindy Brown asked for approval to retire the old range in the town hall kitchen, as it is very difficult to use, and purchase a new one. The old range will go up for bid for a one-month period (tbd), notices will be posted on standard posting sites and also on the township website. Chairperson Beth Caple made a motion to approve the request, Supervisor John Upton second, motion approved.
- Clerk Cindy Brown requested that we purchase a history package for our Nest cameras as they only hold history for several hours as default with no package. Chairperson Beth Caple made a motion to approve the request, Supervisor John Upton second, motion approved.
- Clerk Cindy Brown requested that we waive the rental fee and instead host a MAT Training to be held at the town hall on November 2, 2022. Chairperson Beth Caple made a motion to approve the request, Vice Chair Kevin Davidson second, motion approved.
- Vice Chair Kevin Davidson reported that one additional culvert replacement is required on W Mink Rd for a cost of \$3725.00, this culvert will cross under the road so will require a road closure on October 11, 2022 from 10:00 am to 2:00 pm. Vice Chair Kevin Davidson made a motion to accept the cost and the road closure, Chairperson Beth Caple second, motion approved. Clerk Cindy Brown will post the road closure on standard posting sites, the website and notify the post office. Vice Chair Kevin Davidson will ensure all residents affected by the road closure are notified.

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As there was no further business, Chairperson Beth Caple made a motion to adjourn, Supervisor John Upton second, motion approved. The meeting was adjourned at 7:09 P.M.

Cindy Brown, Clerk

Beth Caple, Chairman

Date