

Fish Lake Township
2170 Brunswick Road
Harris, MN 55032
April 14, 2009 Regular Monthly Meeting

Township Officials Present: Diane Larkin
Bob Cupit
Bob Carter
Andrea Nekowitsch, Clerk
Sharon McAndrew, Treasurer

Bob Carter called the meeting to order at 7:00 PM. All in attendance rose and said the pledge of allegiance.

Approve Agenda

Supervisor Cupit moved approval of agenda as presented, Diane Larkin, 2nd. All in favor.

Annual Reorganization

1. Swearing in of newly elected officers. Diane Larkin was sworn in on March 20, 2009.
2. Transfer of Town Records. Former Supervisor O'Keefe returned township records and the office key that he had in his possession to Supervisor Cupit.
3. Select Town Board Chair. After discussion of personal commitments of each of the board members. Supervisor Cupit nominated Diane Larkin as Chair, Carter 2nd, Diane Larkin accepts. All in favor.
4. Adopt Schedule of Regular Board Meetings. Chair Carter moves to hold monthly board meetings on the second Monday of each month beginning at 7PM. Columbus Day will not be observed, Chair Larkin 2nd. All in favor.
5. Designate official newspaper. Chair Larkin designates the "Cambridge Star" as the legal newspaper for township advertisements, Supervisor Carter 2nd. All in favor.
6. Set compensation for town officers and employees. There was no increase in Board or part-time workers wages. All board members agreed that they will inform the board of meetings they plan to attend in the upcoming month at a regular monthly meeting.
7. Designate supervisor to fill duties/positions created by the town board. No supervisors were designated.
8. Designate one or more posting places in the town. Supervisor Cupit moves approval of the town office door as the official posting place for notices, Supervisor Carter 2nd. All in favor.
9. Designate bank as town depository. Supervisor Carter moved to designate Cambridge State Bank as the official depository for the town, Chair Larkin 2nd. All in favor.
10. Consider potential conflict of interest issues. The board is aware that at times a conflict of interest may arise.
11. Review and amend board policies. The board reviewed the Snow Plow policy and made changes. Chair Larkin moves to update the snow plow policy as discussed, Supervisor Cupit 2nd. All in favor.
12. Review town's AWAIR plan. At this time the board has not adopted an AWAIR plan.
13. Inventory training and reference materials. The board was made aware of the reference material locations.
14. Review town ordinance book and resolution book. The board reviewed the current ordinances

and resolutions.

- 15. Data practices act. Information on obtaining township data is in the Administrative Policies resolution.
- 16. Planning and Zoning Compliance. Does not apply.
- 17. Confirm that town financial reporting has been completed. Clerk Nekowitsch confirmed that the town financial reporting has been forwarded to the state auditor.
- 18. Identify upcoming training opportunities. Board discussed that there will be MAT training seminars and other education opportunities in the upcoming year.
- 19. List of Officers. The contact list of officers has been updated.

Steve Thorpe attended the meeting to speak with the board about a tornado siren. He will talk to East Central Electric about donating a pole, get some more information on actual costs and inform the board of his finding.

Appointments

Paces Liquor License. Rick Landowski owner of Paces requested approval of Paces annual liquor license. The board spoke with Mr. Landowski regarding operations in the past year. Chair Larkin moved approval, Supervisor Carter 2nd. All in favor.

Full Moon. Owners of The Full Moon requested approval of their annual liquor license. The board spoke with the owners regarding operations in the past year. Chair Larkin moved approval, Supervisor Carter 2nd. All in favor.

Road Report

The computer on the John Deere was repaired. The pup trailer needs new tires, Gary presented four different bids. The board tabled the tire discussion until the May meeting. Stump grinding and tree removal bid from Havens Stump Grinding was approved. Supervisor Cupit moved approval of stump grinding project and cottonwood tree removal on Decker for \$2000, Chair Larkin 2nd. All in favor.

A quote for \$11,180 for a new ditch mower was presented to the board. Funds are allocated for this purchase in this year's budget. Supervisor Cupit moved approval of purchase of Woods mower, Supervisor Carter 2nd. All in favor. It was estimated the current ditch mower's average cost was \$2000.00 per year. Chair Larkin moved approval to purchase the Woods Ditch Mower for \$11,180.00, Supervisor Carter 2nd. All in favor.

Treasurers Report

The board reviewed the treasurer's report.

Blacktop Fund	\$80,518.53	Driveway Fund	\$ 421.62
Equipment Fund	\$4,101.58	Dahlstorp Cemetery	\$9,253.26
Savings	\$ 142,724.39	Checking	\$ 27,738.09
SSD	\$44,059.48	Receipts	\$ 0.00

Chair Larkin moved to accept the Treasurer's Report, approve payment of check # 9839 to # 9874 for

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the amount of \$38301.90, authorize up to \$4000 in operating disbursements for the upcoming month, approve the claims list as presented and transfer \$17,000 from savings to checking. Supervisor Cupit 2nd. All in Favor.

Approval of Minutes

Chair Larkin moved approval of March 2009 minutes as discussed, Supervisor Carter 2nd. All in favor.

Clerk Report

Website has been redesigned. New Software installed, Windows Vista and Office 2007. Clerk will paint the bathrooms and kitchen in hall.

Board Member Reports

Supervisor Carter and Treasurer McAndrew will be attending MAT training. Supervisor Carter will attend the cemetery information course at the spring short course arranged by The MN Association of Townships. Supervisor Carter and Clerk Nekowitsch will meet to discuss necessary cemetery administration process.

Supervisor Carter discussed with the Board about short term disability and life insurance for township boards and employees. Fish Lake is one of the few townships that do not offer this coverage to its board or employees. Board will review and discuss at the next meeting.

The spring road tour was set for May 9, 2009 beginning at 9 a.m.

New Business

None

Old Business

Citizen Comment

Chair Larkin moved to adjourn at 10:30 p.m., Supervisor Cupit 2nd. All in favor.