

Albany Township
Monthly Meeting
February 26, 2018

The regular monthly township meeting was called to order by Chair Tim Nierenhausen, on February 26, 2018, 7:30 P.M at the Albany City Council Chambers. Supervisors Tim Nierenhausen, Mary Rosen, Loren Pelzer were present. Also present, Diane Noll, Clerk.

THE PLEDGE of allegiance was recited.

AGENDA APPROVAL The meeting minutes from the February 5 budget meeting will need to be added to the Approval of Minutes. A motion to accept the agenda as corrected, was made by Supervisor Pelzer, seconded by Supervisor Rosen, motion carried.

APPROVAL OF MINUTES-The minutes from the monthly meeting of January 22, 2018 and budget meeting of February 5, 2018 were reviewed. A motion to approve the minutes as reviewed was made by Supervisor Rosen, seconded by Supervisor Pelzer, motion carried.

TREASURER'S REPORT – The Treasurer's report for January 2018 was reviewed: Investments-\$311,745.01; Checkbook Balance-\$336,993.92; Receipts-\$,5489.19; Claims \$4,943.08; Payroll-\$1,721.63 A motion to approve the treasurer's report was made by Supervisor Pelzer, seconded by Supervisor Rosen, motion carried, unanimously.

APPROVE CLAIMS

9056-9062	January Payroll	\$1,721.63			
9063	Couri Ruppe	\$47.50	9068	MN Computer Systems	\$69.00
9064	Kraemer Leas DeLeo	\$1,330.00	9069	Sunnybrook	\$900.00
9065	Koehn, Brian	\$1,000.00	9070	ITT	\$750.00
9066	Kotzer Excavating	\$610.00	201803	January PERA	\$209.86
9067	M & R Sign	\$26.72			
				Total Claims	\$4,943.08
				Total Claims + Payroll	\$6,664.71

A motion to approve above claims and payroll was made by Supervisor Rosen, seconded by Supervisor Pelzer, motion carried, unanimously.

APPROVAL OF CORRESPONDENCE

Monthly correspondence was presented to the board. A motion that members were advised of the mail we received and to dispose of the junk mail was made by Supervisor Pelzer, seconded by Supervisor Rosen, motion carried.

GUESTS

Jon Roeschlein, Ditch and Permit Coordinator Sauk River Watershed district
Up stream of 255 Avenue, an additional culvert was placed under a driveway with out proper permitting. Fred Schlangen, 34496 255th Ave, Albany MN added an additional culvert under his driveway without the proper permitting. Sauk River Watershed has been in contact with Mr. Schlangen and gave him the options of removing the culvert or pay for a hydraulic report. Mr Roeschlein shared the report with the Township Board.

The addition of the culvert, will raise the water to about 3 inches above the road, which could possibly washout the road. Our options are to place a larger culvert under the road to handle the excess water, but that would only cause further problems down stream. We could also ask Mr. Schlangen to pay for raising the road by 6-9 inches, but this would not solve the downstream issues.

Because of the downstream possible problems, Sauk River Watershed has the authority to issue an order to have Mr. Schlangen remove the pipe. They are requesting we support the decision to have the pipe removed. Mr. Schlangen was in attendance at the Albany Township, October 26, 2015 meeting and permission for the extra culvert was not granted.

A motion to approve Sauk River to advise Mr Schlangen to remove the additional pipe was made by Supervisor Pelzer, seconded by Supervisor Rosen, motion carried, unanimously.

OPEN FORUM-None

PLANNING COMMISSION

Monthly Report-Supervisor Mary Rosen

The three agenda items were approved at the Planning Commission meeting. Also, attending the meeting were the following:

-Gary Tomsche, 20016 Rushmeyer Lake Road PIN 01.0096.0010

Thomas Tomsche, 19887 Quaker Road, PIN 01.0096.0000

Mr. Tomsche is researching purchasing 75 acres from his father which is an adjoining parcel. At this time there are no plans for the property.

Mr Tomsche was advised to have the property surveyed and return to the Planning Commission.

-Roger Majeski, 25444 County Road 157, Freeport MN PIN 01.00057.0000

Mr Majeski is researching splitting 20 acres with his buildings for a separate parcel.

He was advised he would not be able to land lock the northern piece of his property. Mr Majeski will have the property surveyed and return to the Planning Commission.

-Clerk Noll was contacted by Meahger auctioneer and Attorney Ampe requesting to have a meeting to split the Ed Katzner property. The Planning Commission will need to hold a special meeting to honor this request, they have requested a \$500 fee to cover the cost of an additional meeting.

-The Planning Commission is recommended to the Town board that the two parties that requested re-zoning the past year, be charged the \$300 rezoning fee. There is additional work done when we do rezoning and the Township should charge the fee.

A motion to send a bill to Lashinski and Peternell was made by Supervisor Pelzer, seconded by Supervisor Rosen, motion carried, unanimously.

Pelzer Variance Request

A Public Hearing was completed by the Planning Commission on February 13, to approve or deny the request for and additional approach on this parcel. A finding of fact was completed.

The Planning Commission recommended approval of this variance.

Owner: Loren Pelzer,

Property Address: 21438 Quaker Road, Albany MN

Mr. Pelzer has purchased this property with the intend of placing a storage shed for his business. The shed would require a second approach on the parcel.

He has approximately 325 feet of frontage on Quaker Road.

Our ordinance states the additional road will need to be 125 feet from other driveways .The Findings of Fact reviewed by the Planning Commission were presented. Loren Pelzer refrained from voting on the variance

request.

A motion to approve the request for the additional approach to 21438 Quaker Road, Albany, was made by Supervisor Nierenhausen, seconded by Supervisor Rosen, motion carried. Supervisor Pelzer refrained from voting.

Wolf/Ohman Certificate of Compliance

Planning Commission recommended approval at the February 13 meeting.

Richard Wolf Estate, 35507 County Road 10, Albany MN

Present at the meeting were the Estate Administrators Deb Solarz and Diane Wolf.

The request is to correct the language on the property split that was completed in 1960. The two parcels are:

Tract A-PIN:01.00111.0000 Section 15, Township 125, Range 031

Owner: Richard J Wolf Estate

Total Acres: 2.14

Tract B-PIN: 01.00112.0000 Section 15, Township 125, Range 031

Owner: Joseph and L Ohmann

Total Acres: 1.2

Tract A: +/-18.73 acres

Both parcels have garages built close to the property lines, Tract A's garage is 4 feet from the property line, Tract B garage is 13.6 feet from the property line.

The garage on Tract A will be grandfathered in.

A motion to approve the Certificate of Compliance with the addition of grandfathering in the garage on Tract A was made by Supervisor Pelzer, seconded by Supervisor Rosen, motion carried.

Bloch-Approval of Administrative Split

Planning Commission recommended approval at the February 13 meeting.

Donald and Holly Bloch-Approval of Administrative Split

Tract A-PIN:01.00253.0000 Section 36, Township 125, Range 031

Owner: Marcella Bloch

Total Acres: 16

PIN: 01.00333.0000 Section 15, Township 125, Range 031

Owner: Donald and Holly Bloch

Total Acres: 80

Donald and Holly Bloch had previously purchased the 80 acres from Marcella Bloch. At this time it was noted that there is no access from the county road to their property. They are requesting to purchase Tract A which is 3.15 +/- Acres to allow them access from the road to their new residence.

A motion to approve the Administrative Split was made by Supervisor Pelzer, seconded by Supervisor Rosen, motion carried.

ROAD REPORT

Road tour-Supervisor Nierenhausen

375 Street stop sign needs to be straightened

St, Anna Drive-Orchard Road, 355 Street additional drifting from the last snow, will need to be re-plowed.

John Peterson ID Sign Solutions

Mr Peterson was not in attendance-sent in report

The township road tour was completed on February 12. The township had a total of 285 signs. Of those 285 signs 192 failed retroreflectivity. The estimate for replacements will be completed for the March meeting.

350 Street culvert

George Reber was contacted and advised that the brush near the stream on his property may need to be cleared. No action has been taken.

219 Avenue Bids for Construction

Dave Gerads-\$120,346.50

Kotzer Excavating-\$99,400.00

Bardson/Wm Scepaniak-\$98,612.75

A motion to approve the Bardson bid of \$98,612.75 for the 219 Avenue project was made by Supervisor Rosen, seconded by Supervisor Pelzer, motion carried.

A public informational meeting will be on April 2 at 7:45 for residents of 219 Avenue. With the notice, easement information will be included.

Sunnybrook Construction-Leo Gerads, requested when 219th Avenue is re-done to have the intersection of 219th Avenue and State Highway 238, be built up to allow for snowplowing.

219 Avenue bids for Asphalt

Tri city Paving- \$65,800.00

Knife River- \$92,000.00

Hard drives- \$90,350.00

A motion to have Tri-City paving do the taring for 219 Avenue was made by Supervisor Rosen, seconded by Supervisor Pelzer, motion carried.

360th Street Construction

With the hauling that will be occurring for the construction of 219th Avenue, additional stress will be placed on 360th Street; this may need to be repaved. The shoulders need to be widened and a 4-1 slope needs to be done.

The gravel being removed from 219th Avenue could be stored at Pioneer Park and used on the 360th Street shoulders. Contact will need to be made with Pioneer Days to approve.

A motion to table to the March meeting, have Supervisor Nierenhausen contact contractors for an estimate on the construction was made by Supervisor Pelzer, seconded by Supervisor Rosen, motion carried.

OLD BUSINESS

Brian Koehn-Audit Presentation

Mr. Koehn gave a presentation on the 2017 Audit for Albany Township. All financial books were found to be in good order. There was a discrepancy between the 2016 audit balances and the balances for 2017. This is strictly an audit adjustment and the Township's books will remain as is.

A motion to approve the transfer of \$126 General Account \$30 Road and Bridge Account, \$96 Fire Account to balance the Auditors books was made by Supervisor Rosen, seconded by Supervisor Pelzer, motion carried unanimously.

The following issues were noted:

- When contractors complete a project, Minnesota Revenue Contractor Affidavit IC134 needs to be submitted to the Township.
- Two or more quotes are needed for any project exceeding \$25,000.
- Because we have a combined Clerk/Treasurer, there is a lack of Internal control because there is no segregation of duties.

A motion to approve the audit report for the year 2017 was made by Supervisor Rosen, seconded by Supervisor Pelzer, motion carried.

NEW BUSINESS-NONE

OFFICE REPORTS

Supervisor Pelzer attended the Albany Fire Department annual budget meeting. There will be a 2% increase in the annual budget for 2019. At this time the City of Albany pays 56%, Albany Township, 28%, Farming Township 10% and Krain Township 6%.

Because of the increase in calls inside the City of Albany, Supervisor Pelzer is suggesting we request to increase the City of Albany budget by 2% and decrease our amount to 26%.

The three year contract with the City of Albany Fire Department will be reviewed this July.

Clerk Noll attended the County Variance meeting on February 22. The Variance for the Gerads chicken barn was approved.

UPCOMING EVENTS

- March 6-Planning Commission-Extra Meeting
- March 13-Election and Annual Meeting
- March 19 4:30 - Organizational Meeting
- March 19-30 MAT Short Courses
- March 26-Monthly Meeting
- April 2-Board of Appeal and Equalization

A motion to approve members attend the Township Spring Short Course was made by Supervisor Rosen, seconded by Supervisor Pelzer, motion carried.

ADJOURNMENT

A motion to continue this meeting to the Annual Meeting on March 13 and the Organizational meeting on March 19, was made by Supervisor Pelzer, seconded by Supervisor Rosen, motion carried.
Meeting adjourned at 10:15 P.M.

Respectfully submitted,

Diane E Noll

Diane E Noll
Clerk/Treasurer

Approved Minutes: _____ *Timothy Nierenhausen* _____ - Date: March 26, 2018
Township Chair