

2011 MINUTE BOOK

PERMANENT

SIGN-IN SHEET

AGENDA

MINUTES

CASH CONTROL

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
January 3, 2011

1. Call to Order
2. Minutes – December 6, 2010 Board Meeting
3. Treasurer's Report
4. Claims to be paid
5. Calendar Changes for 2011
 - July 4th
 - September 5th
6. Recycling
7. Planning and Zoning
 - Variance Request (Rick Dahinden)
23659 N Platte Lk Rd
 - Land Donation to CWC from the Whalens
Approval needed from township
8. Open Forum
 - Issues not on the Agenda
9. Road & Equipment Concerns
 - Road Report
10. Other
 - Township Annual Election
Filing 12/28/10 thru 1/11/11
2 Supervisor Positions
(Dan Wells - 3 year term & Bruce Lindgren - 1 year term)
1 Treasurer Position
(Donalee Wells 2 year term)
 - 2011 DNR Park & Trails Programs
 - Schedule Employees Annual Review

SIGN IN

1/3/2011

Ric Dahinden

Lanny Duhie

James Tracy

BOBBIE GERMANSON

Bonnie Ostn

Megan

John

Carol Drake

Rick Reed

W Henag

ROOSEVELT TOWNSHIP
BOARD MEETING
January 3, 2011

1. Call to Order by Dan Wells @ 7 PM
All Board members present
2. Minutes of the December 6, 2010 Board Meeting read by Clerk
Motion by Dan to approve, 2nd by Marcia, all approved
Motion carried
3. Treasurer's Report given by Treasurer
Motion by Dan to approve, 2nd by Marcia, all approved
Motion carried
Board of Audit will be @ February Board Meeting
4. Marcia made motion to pay approved Claims, 2nd by Dan, all approved
Motion carried
5. Calendar Changes for 2011
 - July 4th Meeting will be held on Monday, July 11, 2011
 - September 5th Meeting will be held on Monday, September 12, 2011
6. Recycling
Still emptying bins every two weeks
Dan brought article from neighborhood shopper listing all recycling drop offs in Crow Wing County
7. Planning and Zoning
 - Variance Request (Rick Dahinden)
23659 N Platte Lk Rd
Board has no problem with Rick's request, form to be signed for Rick to submit to Planning & Zoning
 - Land Donation to CWC from the Whalen's
Board approved donation to CWC, clerk to follow-up with email.
8. Open Forum
Resident inquiring on status of 1st Responders 501C3 – Jerry to check
9. Road & Equipment Concerns
 - Road Report
Jerry plowed all roads with grader
10. Other
 - Township Annual Election
Filing 12/28/10 thru 1/11/11
2 Supervisor Positions
(Dan Wells - 3 year term & Bruce Lindgren - 1 year term)
1 Treasurer Position
(Donalee Wells 2 year term)
 - 2011 DNR Park & Trails Programs
 - Schedule Employees Annual Review
Wednesday, January 19, 2011 @ 7 PM
This will be a "Closed Meeting"

Marcia made motion to adjourn, 2nd by Dan, all approved
Meeting adjourned @ 7:30 PM

Approved: _____

Joseph D. Wells
Chairman

PUBLIC NOTICE:

SPECIAL CLOSED MEETING

Notice is Hereby Given, that the Roosevelt Township Board will be having a Special Meeting that will be CLOSED on Wednesday, January 19, 2011 at 7 PM at the Township Hall located at 22613 County Road 2, Brainerd, Minnesota.

The Roosevelt Town Board Supervisors and Clerk will meet for the purpose of conducting the annual review for Gerald Coyle.

Dated: January 7, 2011



**Roosevelt Township Clerk
Virginia Hill**

For the Period 12/01/2010 to 12/31/2010

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$93,306.98 | \$21,629.41 | \$3,628.54 | \$111,307.85 | | | |
| Road & Bridge Fund | \$18,640.60 | \$45,164.51 | \$11,493.97 | \$52,311.14 | | | |
| Recycling Fund | \$10,246.52 | \$1,165.21 | \$860.11 | \$10,551.62 | | | |
| Fire Protection Fund | \$14,391.34 | \$6,225.41 | \$0.00 | \$20,616.75 | | | |
| New Equip/Gravel Fund | \$128,585.51 | \$4,627.41 | \$306.59 | \$132,906.33 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$264,680.45 | \$78,811.95 | \$16,289.21 | \$327,203.19 | \$0.00 | \$0.00 | \$327,203.19 |

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
February 7, 2011

1. Call to Order
2. Minutes – January 3, 2011 Board Meeting
3. Treasurer's Report
4. Claims to be paid
5. Board of Audit for 2010
6. Recycling
7. Planning and Zoning
 - Local Board of Appeal & Equalization
 - Roosevelt Township will be held @ CWC Court House
 - Monday, May 9th from 9 AM – 3 PM
 - Tuesday, May 10th from 9 AM – 3 PM
8. Open Forum
 - Issues not on the Agenda
9. Road & Equipment Concerns
 - Road Report
 - FHWA's Sign Retro reflectivity Compliance
 - By January 2012 must establish & implement sign assessment
 - By January 2015 must replace all signs (except street name)
 - By January 2018 must replace street name signs & overhead guide signs
 - ***Currently no dedicated funding source to achieve this mandate
 - The replacement of all signs are expected to be funded thru local agencies
10. Other
 - Employees Annual Review
 - Closed Meeting held on Wednesday, Jan 19th @ 7 PM @ Town Hall
 - Attending:
Dan Wells, Marcia Kohl, Bruce Lindgren, Virginia Hill & Jerry Coyle
 - Discussion by Board of Jerry's excellent performance & due to the economy not to receive any increase or COLA
 - Approval of \$25/month increase to medical insurance
 - Mileage Reimbursement will be .51/mile effective 1/1/11
(This is same as county & federal guidelines)
 - Approval of Judges for Annual Election
 - Bev Myer & Bobbie Germanson for election judges
 - Virginia Hill for head judge

- Annual Meeting
 - Agenda
 - Levy
 - Donation Requests
- Update for Town Hall Assets & Inventory
- MATIT's Consolidate Coverage for Township
March 2011 thru March 2012
- Approval of Quilt Bingo at Holy Family Youth Center
Sunday, April 10th – Immanuel Lutheran Church
- Pierz Rural Area Fire Protection Assn. Meeting
February 23, 2011 – 8 PM @ the Fire Dept Center in Pierz
- CWC Assn of Township Officers
Monday, April 25th @ 7 PM
Crow Wing Twsp Hall – 6930 Cuyuna Ave

Monday, February 7, 2011

NAME _____

ADDRESS

| | |
|------------------|---------------------------------|
| Time Tray | 250 Rice Creek turner C. Haynes |
| BOBBIE GERMANSON | 24736 COOLEY DR BRAINERD |
| CYNTHIA JOHNSON | 35956 S. Platte Lk Dr. Hillman |
| Megan Cummings | 4338 Bellman Dr Brd |
| Josh Larson | 41412 Bellman Dr Brd |
| Bonnie Datta | 24521 Williams Rd |
| Carol Ducker | |
| Rick Kennes | |

ROOSEVELT TOWNSHIP
BOARD MEETING
February 7, 2011

1. Call to Order by Dan Wells @ 7 PM
All Board members present
2. Minutes – January 3, 2011 Board Meeting read by Clerk
Dan made motion to approve, 2nd by Bruce, all approved
Motion carried
3. Treasurer's Report given by Treasurer
Marcia made motion to approve, 2nd by Bruce, all approved
Motion carried
4. Dan made motion to pay approved claims, 2nd by Marcia, all approved
Motion carried
5. Board of Audit for 2010
Supervisors verified claims for 2010
(Looked at one month per quarter)
Annual Statement received from Treasurer
All Supervisors signed off on the Annual Statement
6. Recycling
Received SCORE Funds for \$3,000 – incorrect amount
Will receive the additional \$4,500 next month
7. Planning and Zoning
- Local Board of Appeal & Equalization
Roosevelt Township will be held @ CWC Court House
Monday, May 9th from 9 AM – 3 PM
Tuesday, May 10th from 9 AM – 3 PM
8. Open Forum
Resident complemented Jerry on his excellent work with
keeping the roads safe – plowed & sanded following snow
9. Road & Equipment Concerns
- Road Report
Jerry informed Board that County is currently doing 50/50 salt & sand
Truck was taken in for annual inspection with DOT
New grader is in Brainerd, approximate delivery of Feb 18th
Dan to call in regards to attachment of plow, etc.
- FHWA's Sign Retro reflectivity Compliance
By January 2012 must establish & implement sign assessment
By January 2015 must replace all signs (except street name)
By January 2018 must replace street name signs & overhead guide signs

***Currently no dedicated funding source to achieve this mandate
The replacement of all signs are expected to be funded thru local agencies
We need to complete inventory & make assessment of when to implement
Need to look at requesting dollars with the levy this year

10. Other

- Employees Annual Review

Closed Meeting held on Wednesday, Jan 19th @ 7 PM @ Town Hall

Attending:

Dan Wells, Marcia Kohl, Bruce Lindgren, Virginia Hill & Jerry Coyle

- Discussion by Board of Jerry's excellent performance & due to the economy not to receive any increase or COLA

- Approval of \$25/month increase to medical insurance

- Mileage Reimbursement will be .51/mile effective 1/1/11

(This is same as county & federal guidelines)

- Dan made motion to approve Bev Myer & Bobbie Germanson for election judges & Virginia Hill for head judge, 2nd by Marcia, all approved
Motion carried

- Annual Meeting

Agenda – same format as last year

Levy – will finalize @ next month's meeting

Clerk to prepare 2 documents for residents – history of levies/history of income & expenses

Donation Requests-will add to agenda as received

- Update for Town Hall Assets & Inventory

Jerry & Virginia work on updating & have ready by April's mtg.

- MATIT's Consolidate Coverage for Township (Mar 2011 thru Mar2012)

Clerk to call & inform of new grader & also change our pit lease from Butch, Jr to Dirt Doctor

- Dan made motion to approve Quilt Bingo at Holy Family Youth Center on Sunday, April 10, 2011, sponsored by Immanuel Lutheran Church, 2nd by Marcia, voted (Bruce abstained), Motion carried

- Pierz Rural Area Fire Protection Assn. Meeting

February 23, 2011 – 8 PM @ the Fire Dept Center in Pierz

- CWC Assn of Township Officers

Monday, April 25th @ 7 PM

Crow Wing Twsp Hall – 6930 Cuyuna Ave

- Bus Trip to Capitol

Clerk to contact Barb Welty – dates different in flyer

- Jerry informed Board that the 1st Responders have finally received approval of 501C-3 HIP HIP HOORAY.....

- Marcia made motion to adjourn, 2nd by Dan, all approved
Meeting adjourned at 8:25 PM

Approved: *Joseph D. Wells*
Bob Kohl

For the Period 01/01/2011 to 01/31/2011

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$111,307.85 | \$1,837.50 | \$1,925.09 | \$111,220.26 | | | |
| Road & Bridge Fund | \$52,311.14 | \$3,270.59 | \$7,513.76 | \$48,067.97 | | | |
| Recycling Fund | \$10,551.62 | \$84.77 | \$873.12 | \$9,763.27 | | | |
| Fire Protection Fund | \$20,616.75 | \$451.31 | \$4,622.99 | \$16,445.07 | | | |
| New Equip/Gravel Fund | \$132,906.33 | \$572.64 | \$16,210.80 | \$117,268.17 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$327,203.19 | \$6,216.81 | \$31,145.76 | \$302,274.24 | \$0.00 | \$0.00 | \$302,274.24 |

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
March 7, 2011

1. Call to Order
2. Minutes – February 7, 2011 Board Meeting
3. Treasurer's Report
4. Claims to be paid
5. Guest – Sheriff Todd Dahl
6. Recycling – FUEL SURCHARGE
7. Planning and Zoning
 - No reports received this month
8. Open Forum
 - Issues not on the Agenda
9. Road & Equipment Concerns
 - Road Report
 - New Grader
10. Other
 - Reminder Annual Election 3 – 8 PM tomorrow
 - Annual Meeting following election
 - Agenda
 - Handouts – Taxes Voted (2004-2011)
 - Income & Expenses (2006-2010)
 - 2012 Levy Recommendations from Board
 - Worksheet
 - Garrison Fire & Rescue 24th Annual Fireman's Ball
 - Blue Goose on Saturday, March 19, 2011 @ 6 PM
 -

Monthly Board Meeting
Roosevelt Township

Monday, March 7, 2011

Sign-In Roster:

Name

Address

Phone Number

James Trice

250 Rice Creek Turnover

CAROL TRESKA

Bonnie Dyer

Josh Hargis

Todd Rapp

Rick Hennessey

ROOSEVELT TOWNSHIP
BOARD MEETING
March 7, 2011

1. Call to Order by Dan Wells @ 7 PM
All Board Members present except Bruce Lindgren
2. Minutes – February 7, 2011 Board Meeting read by Clerk
Dan made motion to accept, 2nd by Marcia, Motion carried
3. Treasurer's Report given by Treasurer
Marcia made motion to accept, 2nd by Dan, Motion carried
4. Dan made motion to pay approved claims, 2nd by Marcia, Motion carried
5. Guest – Sheriff Todd Dahl
Handouts – Community Update, Roosevelt Twsp 4th Qtr Incident Report,
& Crime Statistics for Crow Wing County
Discussion on what's been happening in CWC
Question & Answer for Residents
6. Recycling
Effective February we will be charged a fuel surcharge for every pick-up
7. Planning and Zoning
- No reports received this month
8. Open Forum
Issues not on the Agenda
9. Road & Equipment Concerns
- Road Report
Spreader broken – has been welded & pieced together many, many times
Dan made motion to purchase a new Tailgater Spreader from Little Falls
in the amount of \$5,475.00, 2nd by Marcia, Motion carried
Jerry will take truck in tomorrow to get spreader.
- New Grader picked up last Thursday
10. Other
- Reminder Annual Election 3 – 8 PM tomorrow
- Annual Meeting following election
Agenda
Handouts – Taxes Voted (2004-2011)
Income & Expenses (2006-2010)
- 2012 Levy Recommendations from Board
Worksheet
Include this worksheet as handout for meeting
Board recommends a 15% increase for the Levy
\$10,000 to hopefully cover state deficit
\$10,000 to put towards the signage program
\$10,000 to hopefully cover increase costs – primarily fuel & fire
- Garrison Fire & Rescue 24th Annual Fireman's Ball
Blue Goose on Saturday, March 19, 2011 @ 6 PM
- MAT Spring Short Course

Marcia made motion to adjourn, 2nd by Dan
Meeting adjourned @ 8:15 PM

Joseph D Wells

DJ Wells

Cash Control Statement

For the Period 02/01/2011 to 02/28/2011

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$111,220.26 | \$171.77 | \$6,161.14 | \$105,230.89 | | | |
| Road & Bridge Fund | \$48,067.97 | \$1,935.00 | \$4,063.67 | \$45,939.30 | | | |
| Recycling Fund | \$9,763.27 | \$3,000.00 | \$774.84 | \$11,988.43 | | | |
| Fire Protection Fund | \$16,445.07 | \$0.00 | \$0.00 | \$16,445.07 | | | |
| New Equip/Gravel Fund | \$117,268.17 | \$0.00 | \$0.00 | \$117,268.17 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$302,274.24 | \$5,106.77 | \$10,999.65 | \$296,381.36 | \$0.00 | \$0.00 | \$296,381.36 |

**ROOSEVELT TOWNSHIP
ANNUAL MEETING
MARCH 8, 2011**

1. Clerk calls meeting to order
 - Sign-in Roster for all attending meeting
 - Election Results
2. Moderator is chosen
3. Minutes of 2010 Annual Meeting
4. Treasurer Report
5. Financial Summary
 - Handout for Residents –Income & Expenses / Town Taxes Voted
 - 2012 Levy Worksheet
6. Motion for Levy of Town Taxes for Fiscal Year 2012
7. Motion For Poll Hours For Elections
 - General Election 7 AM to 8 PM
 - Annual Township Election 3 PM to 8 PM
8. Motion for Location and Time of 2012 Annual Meeting
 - Meeting may be held either before or after Election
9. Discussion for Donations
 - CWC Fair Association / CWC Historical Society
 - Crisis Line / 1st Responders/Garrison Fire & Rescue
 - Onamia Post Prom Committee
10. Discussion for Depositories of Town Funds
 - Deerwood Bank in Garrison for checking & savings
 - Security Bank in Garrison for savings
11. Discussion for Posting Locations & Notices
 - Postings for all special meetings at:
Town Hall, Bear Trax, Pine Center Tire, & Garrison Super Valu
 - Notices posted in:
Morrison County Record, Brainerd Dispatch, & Mille Lacs Messenger
12. Discussion of Salaries of Town Board
 - Meeting Pay is \$60/Chair & \$50/Others
 - Comp for work is @ \$10/hour
 - Clerk's Salary is \$330/month & Treasurer's Salary is \$180/month
 - Electronic Funds Transfers (EFT) will be done for the following:
 - Federal taxes (941) monthly
 - PERA payments monthly
 - State taxes (quarterly)
13. Discussion of Mileage Reimbursement
 - 2010 Mileage = 50 cents per mile (federal & state guidelines)
 - 2011 Mileage = 51 cents per mile (federal & state guidelines)
14. Open Forum
15. Adjournment

ANNUAL MEETING ROSTER
WEDNESDAY, MARCH 8, 2011

| | |
|----------------------------|---------------------------------|
| PATRICK D. LANIN | 5866 CAMP LAKE DR. Bld. 56401 |
| EMILY D. LANIN | " " |
| BOBBIE GERMANSON | |
| Bill McQuiston | 24447 Camp LK Rd. Bld. MW 56401 |
| RON KOTTEN | CAMP LAKE |
| Tim Kozlowski | Camp LK. Rd. |
| Bruce Lindgren | |
| Lyntha Johnson | S. Platte Lake Dr |
| Alexander Johnson-Lindgren | " " |
| Beverly Rypus | " " |
| Eve Johnson | |
| Vernon Johnson | |
| Janice Olson | |
| Jim M. Olson | 24320 Co. rd 2 |
| Bonnie Oster | |
| Shirley Wells | Shirley Hewitt |
| Dan Wells | Dick Heune |
| Theresa S. | Jerry Coyle |
| John S. | Carol Ziesler |
| Marge Kotten | Brynn K. |
| Donna Coyle | Angela Heach |
| Joe Wells | Marcia and |

VIRGINIA HILL

**ROOSEVELT TOWNSHIP
ANNUAL MEETING
MARCH 8, 2011**

NOT APPROVED

1. Clerk called meeting to order @ 8:30 PM
Verified that all attending had signed the Roster
Verified that all attending had a copy of the Agenda & Handouts
-Town Taxes Voted (2004-2011)
-Roosevelt Township Income & Expenses (2006-2010)
-2012 Levy Worksheet

Election Results given by Clerk
Total of 90 Votes

Supervisor Position
Josh Larson 44 Votes
Dan Wells 46 Votes
Dan Wells elected for the Supervisor Position for a 3 year term

Supervisor Position
Bruce Lindgren 72 Votes
Write-Ins:
JoAnn Larson 1 Vote
Doug Gearhart 1 Vote
Josh Larson 2 Votes
Todd Dahl 1 Vote
Lee 2 Votes
Bruce Lindgren elected for the Supervisor Position for a 1 year term

Treasurer Position
Megan Cummings 47 Votes
Donalee Wells 43 Votes
Megan Cummings elected for the Treasurer Position for a 2 year term
2. Bobbie Germanson selected as Moderator
3. Minutes of 2010 Annual Meeting read by Clerk
Dan Wells made motion to accept, 2nd by Emily Lanin,
Voted, Motion carried
4. Treasurer Report given by Clerk
Pat Lanin made motion to accept, 2nd by Cynthia Johnson
Voted, Motion carried
5. Financial Summary
2012 Levy Worksheet
Discussion
6. Motion for Levy of Town Taxes for Fiscal Year 2012 by Marcia Kohl to be
\$230,000.00 (15% increase), 2nd by Virginia Hill
Voted (16 for / 14 against) Motion carried

7. **Motion For Poll Hours For General Election by Dan Wells (7 AM to 8 PM)**
2nd by Jerry Coyle, Voted, Motion carried
Motion for Hours Annual Township Election by Dan Wells (3 PM to 8 PM)
2nd by Virginia Hill, Voted, Motion carried
8. **Motion for Location and Time of 2012 Annual Meeting by Dan Wells to be @ 8:30 PM @ Town Hall following election, 2nd by Virginia Hill, Voted, Motion carried**
9. **Discussion for Donations**
 - CWC Fair Association / CWC Historical Society
 - Crisis Line / 1st Responders/Garrison Fire & Rescue
 - Onamia Post Prom Committee

Doug Gearhart made motion to approve \$200 for Crisis Line,
2nd by Janice Olson, Voted, Motion carried

Carol Treska made motion to approve \$1,500 for 1st Responders,
2nd by Bonnie Orton, Voted, Motion carried
10. **Discussion for Depositories of Town Funds**
 - Deerwood Bank in Garrison for checking & savings
 - Security Bank in Garrison for savings
11. **Discussion for Posting Locations & Notices**
 - Postings for all special meetings at:
Town Hall, Bear Trax, Pine Center Tire, & Garrison Super Valu
 - Notices posted in:
Morrison County Record, Brainerd Dispatch, & Mille Lacs Messenger
12. **Discussion of Salaries of Town Board**
 - Meeting Pay is \$60/Chair & \$50/Others
 - Comp for work is @ \$10/hour
 - Clerk's Salary is \$330/month & Treasurer's Salary is \$180/month
 - Electronic Funds Transfers (EFT) will be done for the following:
 - Federal taxes (941) monthly
 - PERA payments monthly
 - State taxes (quarterly)
13. **Discussion of Mileage Reimbursement**
 - 2010 Mileage = 50 cents per mile (federal & state guidelines)
 - 2011 Mileage = 51 cents per mile (federal & state guidelines)
14. **Open Forum**
 - No Comments or Questions from Residents
15. **Dan Wells made motion to adjourn meeting, 2nd by Marcia Kohl, Meeting adjourned @ 9:28 PM**

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
April 4, 2011

1. Call to Order
2. Minutes – March 7, 2011 Board Meeting
3. Treasurer's Report
4. Claims to be Paid
5. License Renewal
 - JR's
 - Holy Family
6. Board Structure
 - Duties of Supervisors
 - Chair
 - Road Supervisor
 - Recycling
 - Special Projects
 - Compensation
 - Meeting Pay
 - Clerk Pay
 - Treasurer Pay
 - Deputy Clerk/Treasurer
 - Hourly Compensation
7. Donations as approved at Annual Meeting
 - Crisis Line & Referral Service (\$200)
 - 1st Responders (\$1500)
8. Recycling
9. Planning & Zoning
10. Open Forum
 - Issues not on Agenda
11. Road & Equipment Concerns
 - Road Report
12. Other
 - CWC Assoc of Twsp Officers Mtg
 - Monday, April 25th @ 7 PM
 - Crow Wing Twsp Hall
 - Info from Rob Hall re: Sign Retroflectivity

Board Meeting

Roosevelt Township

April 4, 2011

7:00 PM

Sign-In Roster:

Name

James Tracy 250 Rac Creek Terrace FRIDLEY
BOBBIE GERMANSON
CAROL TREGHA
Dorothy Ditt
Cynthia Johnson S. Platte Lake Dr.
ED HENAGIN
Rick Henness

ROOSEVELT TOWNSHIP
BOARD MEETING
April 4, 2011

1. Call to Order @ 7 PM by Dan Wells
All Board members present
2. Minutes – March 7, 2011 Board Meeting read by Clerk
Marcia made motion to approve, 2nd by Bruce, all approved
Motion carried
3. Treasurer's Report given by Treasurer
Dan made motion to approve, 2nd by Marcia, all approved
Motion carried
4. Dan made motion to pay approved claims, 2nd by Marcia, all approved
Motion carried
5. License Renewal
 - Bruce made motion to approve license renewal for liquor (on & off sale) & gambling @ JR's Junction in Pine Center, 2nd by Dan, all approved
Motion carried
 - Dan made motion to approve license renewal for Holy Family Church Hall for the sale of 3.2 % malt liquor, 2nd by Marcia, all approved
Motion carried
6. Board Structure
 - Duties of Supervisors
 - Chair – Dan Wells
 - Road Supervisor – Bruce Lindgren
 - Special Projects – Marcia Kohl
 - Compensation
 - Meeting Pay
 - Chair = \$60 All others = \$50
 - Clerk Pay
 - \$330/month
 - Treasurer Pay
 - \$180/month
 - Hourly Compensation
 - \$10/hour

Megan is appointing Donalee Wells as Deputy Treasurer

7. Donations
 - Crisis Line & Referral Service - \$200
 - 1st Responders - \$1500
- Dan made motion to approve the donations as approved at the Annual Meeting, 2nd by Marcia, all approved
Motion carried

8. Recycling
Nothing new to report
9. Planning & Zoning
Nothing to report
10. Open Forum
 - Resident inquired as to status of trees on south side of Reddick Road
Nothing to report at this time
Dan went to County & found out that no roads are recorded with county
 - Resident inquired if Board knew anything about road treatment that will be done with Garrison Township
Board commented that they will probably be doing the same as last year
11. Road & Equipment Concerns
 - Road Report
Plugged culverts on Bellview, possibly look @ another or new culvert
N. Platte Lk Rd in very bad condition
 - Road Review
Schedule for April 18th, meet @ Town Hall 8 AM
Clerk to get posting out
 - Dan made motion to purchase a shampooer not to exceed \$300, 2nd by Marcia, all approved
Motion carried
 - Dan made motion to have Baker (CWC) build a lift for the sander not to exceed \$500, 2nd by Bruce, all approved
Motion carried
12. Other
 - CWC Assoc of Twsp Officers Mtg
Monday, April 25th @ 7 PM
Crow Wing Twsp Hall
 - Info from Rob Hall re: Sign Retroflectivity

Marcia made motion to adjourn, 2nd by Dan, all approved
Meeting adjourned @ 7 PM

Approved: _____

Joseph N. West
D. L. Hines

Cash Control Statement

For the Period 03/01/2011 to 03/31/2011

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$105,230.89 | \$125.45 | \$2,646.90 | \$102,709.44 | | | |
| Road & Bridge Fund | \$45,939.30 | \$13,222.95 | \$4,185.97 | \$54,976.28 | | | |
| Recycling Fund | \$11,988.43 | \$4,500.00 | \$722.20 | \$15,766.23 | | | |
| Fire Protection Fund | \$16,445.07 | \$0.00 | \$0.00 | \$16,445.07 | | | |
| New Equip/Gravel Fund | \$117,268.17 | \$0.00 | \$0.00 | \$117,268.17 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$296,381.36 | \$17,848.40 | \$7,555.07 | \$306,674.69 | \$0.00 | \$0.00 | \$306,674.69 |

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
May 2, 2011

1. Call to Order
2. Minutes – April 4, 2011 Board Meeting
3. Treasurer's Report
4. Claims to be Paid
5. Recycling
 - Need to review contract/agreement w/ Garrison Disposal
 - 2010 CWC Recycling Report
6. Planning & Zoning
7. Open Forum
Issues not on Agenda
8. Road & Equipment Concerns
 - Road Report
 - Road Inspection – April 18, 2011
 - Retroreflectivity
9. Other
 - K & D Lawncare
 - ATV Trail

ROOSEVELT TOWNSHIP
BOARD MEETING
May 2, 2011

1. Call to Order @ 7 PM by Dan Wells
All Board members present
2. Minutes – April 4, 2011 Board Meeting read by Clerk
Marcia made motion to accept, 2nd by Dan, all approved
Motion carried
3. Treasurer's Report given by Treasurer
Dan made motion to accept, 2nd by Marcia, all approved
Motion carried
4. Motion by Marcia to pay approved Claims, 2nd by Bruce, all approved
Motion carried
5. Recycling
 - Need to review contract/agreement with Garrison Disposal
Per Doug Morris – fuel surcharge should be verified in contract
 - 2010 CWC Recycling Report
 - This month bins have been messy – lots of garden hoses & bags
6. Planning & Zoning
No reports
7. Open Forum
Issues not on Agenda
8. Road & Equipment Concerns
 - Recording roads
Need to start book for info on maintained roads
 - Road Report
Another driveway on Banyon
We need to establish an ordinance for our township on driveways
& culverts – look at what the County currently has
Problems
 - Poster Lane – pull out culvert & re-set
 - S Platte – culvert collapsedNeed to keep log on culverts & mark ends of culverts
 - Cooley Drive – west end closed
1600 ft long – bog
Need to take out approximately 1000 yds of clay & put crushed
rock & gravel (\$6/yd for crushed rock)
Jerry would take at least a month to do
Dirt Doctor said he could do in possibly a day
 - \$150/track-hoe
 - \$ 85/truck (would need 2)Drain tile down the center line

Need to check on prices for engineering the project

Anderson – Widseth/Smith/Nolling – SHE

FYI – CTC is working on fiber optic in area

- Road Inspection – April 18, 2011

Will put final on Web

- Retroreflectivity

Jerry can start taking down unnecessary signs

Clerk to send out listing of signs from Marcia

Need to establish an ordinance pertaining to signage

9. Other

- K & D Lawncare

Motion by Dan to hire K & D Lawncare @ rate of \$50 for each cutting
plus a fuel surcharge of \$1.50, 2nd by Bruce, all approved

Motion carried

- ATV Trail

Motion by Marcia to adjourn meeting, 2nd by Bruce, all approved

Meeting adjourned @ 8:20 PM

Approved: _____

Joseph D. Wilson

D. H. H.

Cash Control Statement

For the Period 04/01/2011 to 04/30/2011

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$102,709.44 | \$123.42 | \$3,213.55 | \$99,619.31 | | | |
| Road & Bridge Fund | \$54,976.28 | \$0.00 | \$4,691.83 | \$50,284.45 | | | |
| Recycling Fund | \$15,766.23 | \$0.00 | \$763.77 | \$15,002.46 | | | |
| Fire Protection Fund | \$16,445.07 | \$0.00 | \$4,356.10 | \$12,088.97 | | | |
| New Equip/Gravel Fund | \$117,268.17 | \$0.00 | \$0.00 | \$117,268.17 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$306,674.69 | \$123.42 | \$13,025.25 | \$293,772.86 | \$0.00 | \$0.00 | \$293,772.86 |

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
June 6, 2011
141

1. Call to Order
2. Minutes – May 2, 2011 Board Meeting
3. Treasurer's Report
4. Claims to be Paid
5. Recycling
 - 2012 SCORE Funds request
 - Fuel Surcharge
6. Planning & Zoning
 - Kyle Roscoe
 - Amend zoning from residential to commercial
7. Open Forum
 - Issues not on Agenda
8. Road & Equipment Concerns
 - Road Report
 - Policy for driveways
 - Retroreflectivity
 - Multiple Agency Sign Order thru CWC
9. Other
 - CWC Land Use Ordinance
 - DVD summarizing recent changes
 - MAT Summer Short Course
 - Thank-you from Crisis Line & Referral Service
 - MEMBERSHIP CARDS
 - LOCAL BOARD OF APPEAL & EQUALIZATION
 - TRNG COURSES
 - RESOLUTION FOR RECORDS RETENTION

6/6/11

Sign In:

James + Marie Tracy

F. Day mon

CAROL TRESKA

Kyle Roscoe

Emily Roscoe

Sign In:

6/14/11

Kyle Roscoe

James + Marie Tracy

David Sh

Cynthia Johnson

Rick Hennes

Helen Kelm

ROOSEVELT TOWNSHIP
BOARD MEETING
June 14, 2011

1. Call to Order BY Dan Wells @ 7 PM
All Board members present
2. Minutes – May 2, 2011 Board Meeting read by Clerk
Dan made motion to accept, 2nd by Marcia, all approved
Motion carried
3. Treasurer's Report given by Treasurer
Motion to accept by Marcia, 2nd by Dan, all approved
Motion carried
4. Motion by Marcia to pay approved claims, 2nd by Dan,
All approved, Motion carried
5. Recycling
 - 2012 SCORE Funds request sent with an increase for next year
 - Fuel Surcharge- still haven't heard anything from Garrison Disposal, haven't submitted any of the charges since message from Doug regarding the contract
6. Planning & Zoning
 - Kyle Roscoe
Dan made motion to approve Roscoe's request to amend zoning from residential to commercial as long as the County has no objection, 2nd by Marcia, all approved
Motion carried
7. Open Forum
 - ATV Trail per Marcia passed
Phil Trusty did vote against the trail, but passed with vote of 3 for & 2 against
8. Road & Equipment Concerns
 - Darrick Anderson from Westwood
Proposals for Cooley & North Platte Lake Road
Discussion on proposals
 - Road Report
Roads very dry
Camp Lk Rd will be sprayed on the 27th of June
Oxcart culvert plugged & everyone being called
Camp Lk Rd needs new culvert
Brush cutter is being fixed
 - Policy for driveways
Jerry to draft wording to be used – ordinance not policy

- Retroflectivity
Multiple Agency Sign Order thru CWC
Possibly look at getting Retroflectivity signs for culverts
Clerk to work on draft regarding signing for Township

9. Need to address what needs to be done with proposals from Westwood
 - Marcia to look at what steps for recording Cooley & bring info to July's meeting

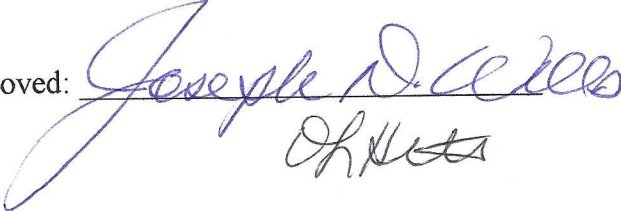
Bruce made motion to accept the proposals from Westwood for Cooley & N Platte Lk Rd.
Cooley will begin with the Geotechnical Borings & for N Platte Lk Rd Darrick will get Board ball park estimate for paving with \$500 maximum to be spent calculating estimate
2nd by Dan, all approved, Motion carried

10. Township Record Retention
Board passed resolution adopting the Minnesota Townships General Records Retention Schedule
Clerk to send paperwork to Minnesota Historical Society

11. Other
 - Cooperative Purchasing Venture (CPV)
Clerk to send in membership application to continue membership
 - CWC Land Use Ordinance
DVD summarizing recent changes
 - MAT Summer Short Course
 - Thank-you from Crisis Line & Referral Service
 - Received US Flag & Minnesota Flag from the VFW again
Clerk to send out Thank You note to VFW

Marcia made motion to adjourn, 2nd by Dan, all approved
Meeting adjourned @ 8:35 PM

Approved:


OK [Signature]

Cash Control Statement

For the Period 05/01/2011 to 05/31/2011

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$99,619.31 | \$142.29 | \$3,926.54 | \$95,835.06 | | | |
| Road & Bridge Fund | \$50,284.45 | \$0.00 | \$9,981.79 | \$40,302.66 | | | |
| Recycling Fund | \$15,002.46 | \$0.00 | \$811.37 | \$14,191.09 | | | |
| Fire Protection Fund | \$12,088.97 | \$0.00 | \$0.00 | \$12,088.97 | | | |
| New Equip/Gravel Fund | \$117,268.17 | \$0.00 | \$0.00 | \$117,268.17 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$293,772.86 | \$142.29 | \$14,719.70 | \$279,195.45 | \$0.00 | \$0.00 | \$279,195.45 |

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
July 11, 2011

1. Call to Order
2. Minutes – June 6, 2011 Board Meeting
3. Treasurer's Report
4. Claims to be Paid
5. Recycling
6. Planning & Zoning
 - Variance Requests
 - Nightengale requesting variance for an addition
 - Schreier requesting variance for an addition
7. Open Forum
 - Issues not on Agenda
8. Road & Equipment Concerns
 - Darrick Anderson
 - Cooley & North Platte Lk Road
 - Road Report
 - TAX FORFEITED LANDS
9. Other
 - **2010 Census Counts**

| | |
|------------------------|--------|
| Total Population | = 601 |
| Total Housing Units | = 724 |
| Occupied Housing Units | = 270 |
| Vacant Housing Units | = 454 |
| Persons per Household | = 2.23 |

Roosevelt Township

July 11, 2011

7:00 PM

Sign-In Roster:

Name

Name James Tracy

Danrick Anderson

deeply purple

Cynthia Johnson

Reak Hennes—

F. J. M. M.

Blauvelt, 1972

plot held in

Platte Lake

ROOSEVELT TOWNSHIP
BOARD MEETING
July 11, 2011



1. Call to Order by Dan Wells @ 7:05 PM
All Board members present
2. Minutes – June 6, 2011 Board Meeting read by Clerk
Bruce made motion to accept, 2nd by Marcia, all approve
Motion carried
3. Treasurer's Report read by Treasurer
Dan made motion to accept, 2nd by Marcia, all approved
Motion carried
4. Marcia made motion to pay approved Claims, 2nd by Bruce, all approved
Motion carried
5. Recycling
Clerk to put info on CWC Landfill on our website
6. Planning & Zoning
 - Variance Requests
Nightengale requesting variance for an addition
Schreier requesting variance for an addition
7. Open Forum
Nothing from residents
8. Road & Equipment Concerns
 - Darrick Anderson
Cooley & North Platte Lk Road
1st priority is getting road recorded & easements
Motion by Dan for Marcia to call Troy Gilchrist, Townships
Attorney, 2nd by Bruce, all approved
Motion carried
Bruce made a motion to have Bridget Chard attend our August
Meeting to educate Board on financials, 2nd by Dan all approved
Motion carried
 - Road Report
Lots of blading this past month
Removing trees & brush
Beavers are back!!!
Cost of 15 foot culvert = \$326.70
9. Other
 - Tax Forfeited Lands
Marcia made motion to approve the lands submitted by the County
For public auction, 2nd by Bruce, all approved
Motion carried

- **2010 Census Counts**

| | |
|------------------------|--------|
| Total Population | = 601 |
| Total Housing Units | = 724 |
| Occupied Housing Units | = 270 |
| Vacant Housing Units | = 454 |
| Persons per Household | = 2.23 |

Marcia made motion to adjourn meeting 2nd by Dan, all approved
Meeting adjourned @ 8:45 PM

Approved:

For the Period 06/01/2011 to 06/30/2011

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$95,835.06 | \$31,469.49 | \$1,877.71 | \$125,426.84 | | | |
| Road & Bridge Fund | \$40,302.66 | \$62,882.61 | \$6,306.19 | \$96,879.08 | | | |
| Recycling Fund | \$14,191.09 | \$1,627.37 | \$1,069.70 | \$14,748.76 | | | |
| Fire Protection Fund | \$12,088.97 | \$8,688.16 | \$0.00 | \$20,777.13 | | | |
| New Equip/Gravel Fund | \$117,268.17 | \$5,772.69 | \$326.50 | \$122,714.36 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$279,195.45 | \$110,440.32 | \$9,580.10 | \$380,055.67 | \$0.00 | \$0.00 | \$380,055.67 |

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
August 1, 2011

1. Call to Order
2. Minutes – July 11, 2011 Board Meeting
3. Treasurer's Report
 - Interest Rates Comparison
4. Claims to be Paid
5. Recycling
6. Planning & Zoning
 - DRT Meeting on July 25, 2011
Ann & Terry Hesli – Section 34
 - Notice for Public Hearing
Jonell Nielsen & Gene Nightengale – Camp Lake
Michael Martz – N Platte Lk Rd
7. Open Forum
Issues not on Agenda
8. Road & Equipment Concerns
 - Bridget Chard
Presentation on financials
 - Status of Cooley Drive road recording
 - Road Report
 - Vegetation Mgmt Project starting week of August 8th
9. Other
 - Letter from County Engineer
 - Survey of Minnesota Townships

Monday, Aug 1st, 2011


Sign. In Sheet

James Tracy
Budge Chaud
Bobbie Germanson
Nick Hennes

ROOSEVELT TOWNSHIP
BOARD MEETING
August 1, 2011

1. Call to Order by Dan Wells @ 7 PM
All Board members present
2. Minutes – July 11, 2011 Board Meeting read by Clerk
Motion to approve by Dan, 2nd by Marcia, all approved
Motion carried
3. Treasurer's Report given by Treasurer
Motion to approve by Marcia, 2nd by Dan, all approved
Motion carried
 - Interest Rates Comparison
Bruce made motion for Megan to decide what is best for the Township with rates, 2nd by Marcia, all approved
Motion carried
4. Marcia made motion to pay approved Claims, 2nd by Dan, all approved
Motion carried
5. Recycling
6. Planning & Zoning
 - DRT Meeting on July 25, 2011
Ann & Terry Hesli – Section 34
 - Notice for Public Hearing
Jonell Nielsen & Gene Nightengale – Camp Lake
Michael Martz – N Platte Lk Rd
7. Open Forum
Bruce looking at getting air conditioner for Town Hall
Dan commented that we need a de-humidifier
8. Road & Equipment Concerns
 - Bridget Chard
Presentation on financials
Discussion with different options for the Board
 - Status of Cooley Drive road recording
Marcia working with Troy Gilchrist
 - Turn around @ Germanson's
Let the Board know what they want to do
 - Road Report
Mower leaking oil, drive shaft is split
Will wait to fall to fix
Bruce & Jerry met with Cable people
Need to follow-up with them
 - Roads bad with all the rain – especially N Platte Lk Rd
9. Other
 - Letter from County Engineer
 - Survey of Minnesota Townships
 - Megan informed Board that effective July 1, 2011 mileage rate
Changed to .55 cents/mile

Marcia made motion to adjourn meeting, 2nd by Dan, all approved
Meeting adjourned @ 8:53 PM

Approved: 

For the Period 07/01/2011 to 07/31/2011

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$125,426.84 | \$146.04 | \$2,643.36 | \$122,929.52 | | | |
| Road & Bridge Fund | \$96,879.08 | \$12.31 | \$5,427.02 | \$91,464.37 | | | |
| Recycling Fund | \$14,748.76 | \$0.31 | \$1,021.70 | \$13,727.37 | | | |
| Fire Protection Fund | \$20,777.13 | \$1.70 | \$4,356.10 | \$16,422.73 | | | |
| New Equip/Gravel Fund | \$122,714.36 | \$1.06 | \$16,547.29 | \$106,168.13 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$380,055.67 | \$161.42 | \$29,995.47 | \$350,221.62 | \$0.00 | \$0.00 | \$350,221.62 |

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
September 12, 2011

1. Call to Order
2. Minutes – August 1, 2011 Board Meeting
3. Treasurer's Report
4. Claims to be Paid
5. Recycling
 - Township Website now has info for CWC Recycling Programs
Electronics & Appliances
6. Planning & Zoning
7. Open Forum
Issues not on Agenda
8. Road & Equipment Concerns
 - Road Report
 - Washout on Camp Lake Road
 - DOT proposes to eliminate deadlines for replacing signs
 - Driveway Ordinance
9. Other
 - CWC Assoc of Twsp Officers Mtg
Sept 26th – 7PM @ Fort Ripley Town Hall
 -
 - District 8 Meeting
Sept 20th – 5:30 PM @ Holy Cross (Crosier) Center in Onamia
 - CWC Timber Auction
Sept 16th – 10 AM @ Land Services Bldg
 - Region Five Workshops
 -
 - Fall Maintenance Expo
Oct 5th & 6th @ St Cloud Public Works Facility
 - Couri & Ruppe Twsp Legal Seminar
Oct 8th – 9 AM to 4 PM @ Walker Area Community Center

Board Meeting

Roosevelt Township
September 12, 2011
7:00 PM

Sign-In Roster:

Name

James Tracy 2
Carol Tressler
Darrick Anderson
Rich Henry

Township Website Address:
www.roosevelttownship.govoffice.com

Township Website Address:
www.roosevelttownship.govoffice.com

ROOSEVELT TOWNSHIP
BOARD MEETING
September 12, 2011

1. Call to Order
By Dan Wells @ 7 PM, Marcia absent everyone else present
2. Minutes – August 1, 2011 Board Meeting read by Clerk
Dan made motion to accept, 2nd by Bruce
Motion carried
3. Treasurer's Report given by Treasurer
Motion to accept by Dan, 2nd by Bruce
Motion carried
4. Bruce made motion to pay approved claims, 2nd by Dan
Motion carried
5. Recycling
 - Clerk sent another letter to Garrison regarding fuel surcharge & late fees
 - Township Website now has info for CWC Recycling Programs
Electronics & Appliances
6. Planning & Zoning
7. Open Forum
Resident inquiring whether 1st Responders ever contacted CW Power
Resident felt that when meeting date is not on 1st Monday should be
Posted at Town Hall
8. Road & Equipment Concerns
 - Road Report
Busy blading roads & working around construction due to fiber optic
Mower broke down - fixed
 - Washout on Camp Lake Road
Discussion
 - DOT proposes to eliminate deadlines for replacing signs
 - Driveway Ordinance – Jerry still working on draft
 - White Pine Road is still being considered for paving by DNR
 - N Platte Lk Rd
Bruce made motion to move forward with Public hearing to happen in
October, Bruce & Jerry will work with Darrick to coordinate, 2nd by Dan
Motion carried
Bruce made motion to authorize the payment of Bridget Chard's expenses
for her to do presentation for the Public hearing, 2nd by Dan
Motion carried
Bruce made motion to have Darrick send a copy of survey map of Cooley
to Troy Gilchrist, 2nd by Dan
Motion carried

9. Other

- CWC Assoc of Twsp Officers Mtg
Sept 26th – 7PM @ Fort Ripley Town Hall
- District 8 Meeting
Sept 20th – 5:30 PM @ Holy Cross (Crosier) Center in Onamia
- CWC Timber Auction
Sept 16th – 10 AM @ Land Services Bldg
- Region Five Workshops
- Air conditioner & air compressor
Bruce made motion for Jerry to purchase a 33 or 35 gallon tank air compressor not to exceed \$350, 2nd by Dan
Motion carried
Bruce made motion for Jerry to purchase an air conditioner for the Town Hall not to exceed \$400, 2nd by Dan
Motion carried
- Fall Maintenance Expo
Oct 5th & 6th @ St Cloud Public Works Facility
- Couri & Ruppe Twsp Legal Seminar
Oct 8th – 9 AM to 4 PM @ Walker Area Community Center

Bruce made motion to adjourn meeting, 2nd by Dan
Meeting adjourned @ 8:25 PM

Approved: _____

Joseph R. Wells
D. H. Hest

Cash Control Statement

For the Period 08/01/2011 to 08/31/2011

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$122,929.52 | \$685.71 | \$1,320.65 | \$122,294.58 | | | |
| Road & Bridge Fund | \$91,464.37 | \$963.69 | \$3,997.37 | \$88,430.69 | | | |
| Recycling Fund | \$13,727.37 | \$24.92 | \$1,055.42 | \$12,696.87 | | | |
| Fire Protection Fund | \$16,422.73 | \$132.92 | \$0.00 | \$16,555.65 | | | |
| New Equip/Gravel Fund | \$106,168.13 | \$83.08 | \$0.00 | \$106,251.21 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$350,221.62 | \$1,890.32 | \$6,373.44 | \$345,738.50 | \$0.00 | \$0.00 | \$345,738.50 |

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
October 3, 2011

1. Call to Order
2. Minutes – September 12, 2011 Board Meeting
3. Treasurer's Report
4. Claims to be Paid
5. Recycling
 - Garbage Dumpster
Thru Garrison Disposal 2 yard dumpster
Collection every other week = \$58.50/month
6. Planning & Zoning
 - Preliminary Notice of Public Hearing
Greg Laudert – N Platte Lk Rd
7. Open Forum
Issues not on Agenda
8. Road & Equipment Concerns
 - Mitch Carlson – Partridge Lane
Questions on use of private road
 - Garrison Township
 - Cooley Drive
 - No Platte Lk Rd
 - Road Report
9. Classification to "Non-Conservation"
Lot 5, Block 6 – Port Mille Lacs Rancheroes
10. Other
 - Market Value Credit Exclusion Meeting
Wednesday, 10/5 @ 6:30 PM
CWC Land Services Bldg
 - Timber Auction Results
 - Draft Update of CWC Land Use Map
Open Houses @ Land Services Bldg
Oct 3 – 9 to Noon
Oct 4 – 4 to 7 PM
Oct 25-4 to 7 PM
Oct 26-9 to Noon
 - CW Power notification of tree cutting
Beginning 2nd week of October

Board Meeting

Monday, October 3, 2011

SIGN-IN ROSTER:

NAME

ADDRESS

James Jones

Bridget Clark, Consultant

Carol Fresh

Danick Anderson, Consultant

Paul Hemm

13537 Hillview Lane SW Puyallup, WA 98473

Westwood Professional Services

ROOSEVELT TOWNSHIP
BOARD MEETING
October 3, 2011

1. Call to Order by Dan Wells @ 7 PM
All Board members present except Marcia Kohl
2. Minutes – September 12, 2011 Board Meeting read by Clerk
Dan made motion to accept, 2nd by Bruce
Motion carried
3. Treasurer's Report given by Treasurer
Dan made motion to accept, 2nd by Bruce
Motion carried
4. Dan made motion to pay approved claims, 2nd by Bruce
Motion carried
5. Recycling
Dan made motion to get a 2 yard dumpster from Garrison Disposal
with collection every other week for the cost \$58.50/month, 2nd by Bruce
Motion carried
6. Planning & Zoning
 - Qtrly Update from Land Services
 - Preliminary Notice of Public Hearing
Greg Laudert – N Platte Lk Rd
7. Open Forum
Issues not on Agenda
8. Road & Equipment Concerns
 - Mitch Carlson – Partridge Lane
Questions on use of private road
Township has no position on private roads, any disputes
need to be settled among residents or local law enforcement
 - Garrison Township
Bruce attended their Board meeting – after discussing issue
he recommended they contact legal regarding our contract,
no response from them. Bruce will follow-up with letter &
will discuss with our attorney
 - Cooley Drive
Bruce has been working with paralegal, Nancy from Troy's
office & estimate of \$100/resident to work paperwork.
Dan made motion for legal to do necessary paperwork for
easements for the 5 property owners, 2nd by Bruce
Motion carried

- No Platte Lk Rd
Discussion with Darrick Anderson & Bridget Chard
5 year road plan with info on Bonding for monies
Prioritize roads within plan on priorities set by Board
Bruce made motion to authorize Darrick Anderson to
complete a road inventory of Roosevelt Township's
30 miles of roads & prepare a 5 year road plan, amount
not to exceed \$22,000, 2nd by Dan
Motion carried
 - Road Report
Clerk to send email to George Burton re: Snowmobile Trails
Beaver problems again this month – shot 6
Dan made motion to authorize Jerry to take the truck to
Thomas Welding to repair holes, (estimate of \$1200), 2nd by Bruce
Motion carried
Jerry prepared info for 3rd quarter maintenance bill for Garrison
Jerry purchased air compressor, will wait till spring for air conditioner
Jerry has counted 65 culverts within our roads, not all need delineators
Clerk will contact sign company to order 2- stop ahead signs,
100 delineators with posts, & galvanized posts
9. Dan made motion to change the Classification to “Non-Conservation”
For Lot 5, Block 6 – Port Mille Lacs Rancheroes, 2nd by Bruce
Motion carried
10. Other
- Market Value Credit Exclusion Meeting
Wednesday, 10/5 @ 6:30 PM
CWC Land Services Bldg
 - Timber Auction Results
 - Draft Update of CWC Land Use Map
Open Houses @ Land Services Bldg
Oct 3 – 9 to Noon
Oct 4 – 4 to 7 PM
Oct 25-4 to 7 PM
Oct 26-9 to Noon
 - CW Power notification of tree cutting
Beginning 2nd week of October

Bruce made motion to adjourn meeting, 2nd by Dan
Meeting adjourned @ 9:12 PM

Approved: _____

Joseph D. Allen
D. Allen

Cash Control Statement

For the Period 09/01/2011 to 09/30/2011

| Name of Fund | Beginning Balance | Total Receipts | Total Disbursed | Ending Balance | Less Deposits In Transit | Plus Outstanding Checks | Total Per Bank Statement |
|------------------------|----------------------|-------------------|--------------------|---------------------|--------------------------------|-------------------------------|--------------------------------|
| General Fund | \$122,294.58 | \$117.37 | \$2,706.98 | \$119,704.97 | | | |
| Road & Bridge Fund | \$88,430.69 | \$0.00 | \$8,175.31 | \$80,255.38 | | | |
| Recycling Fund | \$12,696.87 | \$0.00 | \$1,294.46 | \$11,402.41 | | | |
| Fire Protection Fund | \$16,555.65 | \$0.00 | \$0.00 | \$16,555.65 | | | |
| New Equip/Gravel Fund | \$106,251.21 | \$0.00 | \$457.01 | \$105,794.20 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$345,738.50 | \$117.37 | \$12,633.76 | \$333,222.11 | \$0.00 | \$0.00 | \$333,222.11 |

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
November 7, 2011

1. Call to Order
2. Minutes – October 3, 2011 Board Meeting
3. Treasurer's Report
4. Claims to be Paid
5. Resignation Letter from Marcia Kohl
6. Recycling
 - Notification from Nisswa Sanitation
Effective 1/1/12 - 5% increase in hauling fee
7. Planning & Zoning
 - Public Hearings
Mark Dezeler – Forest Ridge Road
Greg Laudert – N Platte Lk Rd
Gerald & Arlene Mager – Split Rail Lane
 - Permits
Michael Mart – N Platte Lk Rd
Geneva Day – Port Mille Lacs
8. Open Forum
Issues not on Agenda
9. Road & Equipment Concerns
 - Status of Road Inventory
 - Garrison Township
 - Road Report
 - White Pine Road
 - Road Mileage Certification
 - New Road Specs from CWC – Rob Hall
10. Classification to "Non-Conservation"
Section 33, Township 43, Range 28
(Roosevelt Trail)
11. Other
 - Letter from Pine Center 1st Responders
 - 2012 MBA Scholarship Program
 - MAT Annual Conference – Alexandria
November 17th thru 19th

Board Meeting

Monday, November 7, 2011

SIGN-IN ROSTER:

NAME

ADDRESS

JAMES TRACY

250 Rice Creek Farmway F-1

MARGE KOTTEK

5700 Camp Lake Drive Bud Mansfield

CAROL TRESKA

Dennis O'Brien

William's Rd

James K. Smith

Westwood Professional Services

Paul Knew

ROOSEVELT TOWNSHIP
BOARD MEETING
November 7, 2011

1. Call to Order by Dan Wells @ 7 PM
Marcia Kohl not present, all other Board members in attendance
2. Minutes – October 3, 2011 Board Meeting read by Clerk
Dan made motion to accept, 2nd by Bruce
Motion carried
3. Treasurer's Report given by Treasurer
Dan made motion to accept, 2nd by Bruce
Motion carried
4. Bruce made motion to pay approved claims, 2nd by Dan
Motion carried
5. Resignation Letter from Marcia Kohl
Resolution #2011-11-07 accepting resignation
Board appreciates all of Marcia's contribution as Supervisor & will be missed
Discussion on vacancy – Josh Larson & Marge Kotten as candidates
Dan made a motion to appoint Marge Kotten as Supervisor until the Annual Township election in March 2012, 2nd by Virginia. Bruce abstained from voting. Motion carried
Marge given oath of office & joined the Board
6. Recycling
 - Notification from Nisswa Sanitation
Effective 1/1/12 - 5% increase in hauling fee
Should not effective as we have 5 year contract beginning July 2009
7. Planning & Zoning
 - Public Hearings
Mark Dezeler – Forest Ridge Road
Greg Laudert – N Platte Lk Rd
Gerald & Arlene Mager – Split Rail Lane
 - Permits
Michael Mart – N Platte Lk Rd
Geneva Day – Port Mille Lacs
8. Open Forum
Issues not on Agenda
9. Road & Equipment Concerns
 - Status of Road Inventory
Darrick has driven all the roads, pulling info together
Needs to get maintenance records from Jerry on road

- Garrison Township
Memo from James Garbarini, Clerk of Garrison Twsp
Motion approved @ their Oct 20th Board Meeting to cancel the Maintenance Agreement on Camp Lake Road, effective 90 days from notification.
Chairman, Lyman Whitney is working on a new agreement

Memo from Tami Amundson, Treasurer of Garrison Twsp
Board only approved 1st three items on maintenance bill for payment
Submitted \$1,025 to Garrison, check received for \$585
Board requesting Clerk to send check back to Garrison Twsp with note their obligation to pay full amount of \$1,025
- Road Report
Working on marking the culverts
Signs ordered & received
Roads very dry
- White Pine Road
Bruce made motion to continue with request of funding for White Pine Road thru the State Road Fund, Darrick Anderson to prepare update of funding that would be needed, 2nd by Dan
Motion carried
- Road Mileage Certification
Jerry has verified miles from Ann Dosh with corrections
Clerk to submit corrections to Ann
- New Road Specs from CWC – Rob Hall
- Bruce thanked Jerry for working with Mitch Brinks
- Bruce still working with Nancy England, paralegal on documents for Cooley Drive

10. Classification to "Non-Conservation"
Motion by Bruce to reclassify Section 33, Township 43, Range 28 (Roosevelt Trail) to Non-Conservation, 2nd by Dan
Motion carried

11. Other
- Letter from Pine Center 1st Responders
 - 2012 MBA Scholarship Program
 - MAT Annual Conference – Alexandria
November 17th thru 19th

Bruce made motion to adjourn meeting, 2nd by Dan
Meeting adjourned @ 8:17 PM

Approved: _____

Joseph D. Williams
[Signature]
[Signature]

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
December 5, 2011

1. Call to Order
2. Minutes – November 7, 2011 Board Meeting
3. Treasurer's Report
4. Claims to be Paid
5. Recycling
6. Planning & Zoning
 - Permits
 - Kristine Lofgren – S Platte Lk Dr
 - Darryl Kalk – Dogwood Dr
7. Open Forum
 - Issues not on Agenda
8. Road & Equipment Concerns
 - White Pine Road
 - Engineers letter to Rob Hall
 - Garrison Township
 - Check Returned
 - Status of new agreement
 - Info from Ann Dosh – sign order
 - Road Report
9. Other
 - March Township Elections
 - Dec 20th – 1st Notice of filing in newspapers
 - Dec 27th – 2nd Notice of filing in newspapers
 - Candidate filing period January 3rd thru January 17th

Cash Control Statement

For the Period 10/01/2011 to 10/31/2011

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$119,704.97 | \$1,049.37 | \$2,329.19 | \$118,425.15 | | | |
| Road & Bridge Fund | \$80,255.38 | \$3,240.31 | \$6,202.60 | \$77,293.09 | | | |
| Recycling Fund | \$11,402.41 | \$51.86 | \$1,069.72 | \$10,384.55 | | | |
| Fire Protection Fund | \$16,555.65 | \$276.60 | \$4,356.11 | \$12,476.14 | | | |
| New Equip/Gravel Fund | \$105,794.20 | \$172.87 | \$0.00 | \$105,967.07 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$333,222.11 | \$4,791.01 | \$13,957.62 | \$324,055.50 | \$0.00 | \$0.00 | \$324,055.50 |

Board Meeting

Roosevelt Township
December 5, 2011
7:00 PM

Sign-In Roster:

Name

James Tracy
CAROL TRESKA

ROOSEVELT TOWNSHIP
BOARD MEETING
December 5, 2011

1. Call to Order by Dan Wells @ 7 PM
All Board members present
2. Minutes for the November 7, 2011 Board Meeting read by Clerk
Bruce made motion to accept, 2nd by Marge, all approved
Motion carried
3. Treasurer's Report given by Treasurer
Dan made motion to accept, 2nd by Bruce, all approved
Motion carried
4. Dan made motion to pay approved Claims, 2nd by Marge, all approved
Motion carried
5. Recycling
Phone call to Garrison last Thursday to get new bin, didn't receive &
Jerry called again on Monday; Clerk to call & find out status of bin
6. Planning & Zoning
 - Permits
Kristine Lofgren – S Platte Lk Dr
Darryl Kalk – Dogwood Dr
7. Open Forum
Dan asked Treasurer status of changing banks. Decision was made not
to change at this time because we still had 2 years supply of checks
8. Road & Equipment Concerns
 - White Pine Road - Engineers letter sent to Rob Hall
 - Garrison Township
Check Returned; Bruce to write letter to Garrison regarding partial
payment & also ask the status of new agreement
Info from Ann Dosh – sign order

- Road Report

Need to order street signs for Chestnut & Willow
Garrison Fire Dept came last month & washed out culverts on problem
area on N Platte Lk Rd; left flashlight behind & someone picked up
Clerk to write thank you letter to chief & inquire about flashlight
Looks like McRae's are losing their property, they've moved to Oklahoma
Board should look at recording William's Road for the fences in ROW
Marge assigned task, Dan to get her info from when Tranby sold
Swede Roscoe (Jack Pine Rd) shared with Jerry about the many break-ins
he has had in this past month
Do we want to look at putting security on bldg & garage???
Consensus was not to put security; we should be covered by insurance

9. Other

- March Township Elections

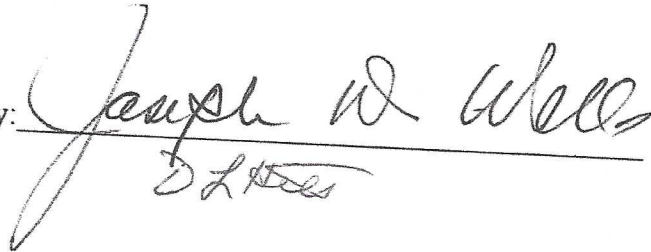
Dec 20th - 1st Notice of filing in newspapers

Dec 27th - 2nd Notice of filing in newspapers

Candidate filing period January 3rd thru January 17th

Dan made motion to adjourn, 2nd by Bruce, all approved
Meeting adjourned @ 7:58 PM

Approved by:


J. Wells

Town of Roosevelt

Cash Control Statement

For the Period 11/01/2011 to 11/30/2011

| <u>Name of Fund</u> | <u>Beginning Balance</u> | <u>Total Receipts</u> | <u>Total Disbursed</u> | <u>Ending Balance</u> | <u>Less Deposits In Transit</u> | <u>Plus Outstanding Checks</u> | <u>Total Per Bank Statement</u> |
|------------------------|------------------------------|---------------------------|----------------------------|---------------------------|---|--|---|
| General Fund | \$118,425.15 | \$102.86 | \$2,337.90 | \$116,190.11 | | | |
| Road & Bridge Fund | \$77,293.09 | \$0.00 | \$7,973.89 | \$69,319.20 | | | |
| Recycling Fund | \$10,384.55 | \$0.00 | \$1,108.31 | \$9,276.24 | | | |
| Fire Protection Fund | \$12,476.14 | \$0.00 | \$0.00 | \$12,476.14 | | | |
| New Equip/Gravel Fund | \$105,967.07 | \$0.00 | \$0.00 | \$105,967.07 | | | |
| Battisto Road Vacation | (\$490.50) | \$0.00 | \$0.00 | (\$490.50) | | | |
| Total | \$324,055.50 | \$102.86 | \$11,420.10 | \$312,738.26 | \$0.00 | \$0.00 | \$312,738.26 |