

2014 MINUTE BOOK

PERMANENT

SIGN-IN SHEET

AGENDA

MINUTES

CASH CONTROL

Sign In

Ann Stafford

Ed Klumpp

Bonnie Ostr

Gerald Triska

David L. Anderson

Eug Johnson (Hall)

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
January 6, 2014

1. Call to Order
2. Minutes – December 2, 2013 Board Meeting
3. Treasurer's Report
4. Claims to be Paid
5. Board of Audit
6. Recycling
7. Planning & Zoning
Permits available on-line
8. Open Forum
Issues not on Agenda
9. Road & Equipment Concerns
 - Part-time On-call Position
Snow Plowing
 - Road Report
10. Other
 - 2014 Board Meeting Changes
Monday, Sept 1st change to Monday, Sept 8th
Labor Day Holiday
 - Employee Review
COLA increase of 1.5%
 - Mileage Reimbursement for 2014
56 cent per mile effective 1/1/14
 - Approval of Judges for Annual Election

CLASSIFICATION TO NON-CONSERVATION
TAX FORFEITED LANDS

Adjournment:

ROOSEVELT TOWNSHIP
BOARD MEETING
December 2, 2013

1. Call to Order by Dan Wells @ 7 PM
All Board members present
2. Minutes – November 4, 2013 Board Meeting read by Clerk
Dan made motion to accept, 2nd by Rick, all approved
Motion carried
3. Treasurer's Report given by Treasurer
Dan made motion to accept, 2nd by Jeff, all approved
Motion carried
4. Jeff made motion to pay approved Claims, 2nd by Dan, all approved
Motion carried
5. County Engineer, Tim Bray
Discussed his departments duties, 5 year round plan for Crow Wing Co
Questions from Board & residents
6. Recycling
Electrician has looked at lights & replacing bulbs
Discussed possibly going to look at the operation @ Garrison Disposal
Clerk to contact to see availability of tour
Resident didn't feel that this would be a good use of tax dollars
Anyone interested we could go on our own time
7. Planning & Zoning
Permits available on-line
Residents commented on Banach's property = looks like building has
Already been put up – what happened to Petition????
Jeff as Road Supervisor to look at
8. Open Forum
Resident had concern over Clerk's husband shampooing carpet @ Town Hall
Previously hired this out & paid \$400 – we got it done this time for \$150

Resident expressed concern over accepting bids on fuel tank & snow plow
without advertising – the ads were placed in Brainerd Dispatch, Morrison Co
Record & Mille Lacs Messenger before bids.
9. Road & Equipment Concerns
 - Status on road construction
Pretty much completed with exception of Fisher
That will not be done till spring

10. Other

- Schedule date for Employees Annual Review – Closed Mtg
Board will meet @ 10 AM on Monday, Dec 16th @ Town Hall

- Motion regarding February's Board Mtg & February Claims
Rick made motion to cancel February's Board meeting due to
All Supervisors being gone, 2nd by Dan, all approved
Motion carried
Clerk to post on website

Dan made motion to pay February Claims not to exceed \$7,500,
2nd by Jeff, all approved

Motion carried

Clerk to get Jeff's signature on checks before he leaves for Florida,
Clerk & Treasurer will sign & send out

- Part-time employee
Discussion of not having any back-up person for Jerry's position
Jeff made motion to advertise for part-time on-call position for this
winter season for snow plowing, if needed, 2nd by Dan, all approved
Motion carried
- CWC Forfeited Tax Lands
Public Auction @ 10 AM on December 13, 2013
Land Services Bldg – Mtg Room 2

Jeff made motion to adjourn, 2nd by Dan, all approved
Meeting adjourned @ 8:55 PM

Approved: _____


D. H. H. H.

For the Period 12/01/2013 to 12/31/2013

<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	\$180,402.05	\$1,760.43	\$6,810.50	\$175,351.98			
Road & Bridge Fund	\$116,156.20	\$0.00	\$56,247.31	\$59,908.89			
Recycling Fund	\$8,798.13	\$0.00	\$1,306.03	\$7,492.10			
Fire Protection Fund	\$22,285.37	\$0.00	\$0.00	\$22,285.37			
New Equip/Gravel Fund	\$99,177.11	\$0.00	\$0.00	\$99,177.11			
Battisto Road Vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Bond Fund	(\$71,493.49)	\$0.00	\$0.00	(\$71,493.49)			
Total	\$354,834.87	\$1,760.43	\$64,363.84	\$292,231.46	\$0.00	\$0.00	\$292,231.46

ROOSEVELT TOWNSHIP
BOARD MEETING
January 6, 2014

1. Call to Order by Jeff Hartmann
All Board members present except Dan Well
2. Minutes – December 2, 2013 Board Meeting read by Clerk
Rick made motion to accept, 2nd by Jeff, all approved
Motion carried
3. Treasurer's Report given by Treasurer
Rick made motion to accept, 2nd by Jeff, all approved
Motion carried
4. Claims to be Paid
Rick made motion to accept, 2nd by Jeff, all approved
Motion carried
5. Board of Audit for 2013 conducted by Board
Rick to check with Garrison Disposal regarding bills
Discussion on claims submitted by Jerry to get individual signatures
Jeff made motion to accept the Board of Audit for 2013, 2nd by Rick
Motion carried
6. Recycling
Nothing to report
7. Planning & Zoning
Permits available on-line
8. Open Forum
Resident inquired about forms for candidate filing
Residents had concerns on snow plowing
9. Road & Equipment Concerns
 - Part-time On-call Position
Snow Plowing
Resumes submitted from Terry Banick & Curt Snidarich
Jeff to meet with them & Jerry on Friday, January 10th
@ Town Hall garage
 - Road Report
10. Other
 - 2014 Board Meeting Changes
Monday, Sept 1st change to Monday, Sept 8th
Labor Day Holiday
 - Employee Review
COLA increase of 1.5%

- Approval of Judges for Annual Election
Jeff made motion to approve the following for judges for the annual election: Jerry Coyle, Marge Kotten, Emily Lanin, Bobbie Germanson Jan Hartmann &
- Classification to No-Conservation
Tax Forfeited Lands
Jeff made motion to approve the tracts within Roosevelt Township to a "non-conservation" status and future sale, 2nd by Rick, all approved
Motion carried

Jeff made motion to adjourn meeting, 2nd by Rick, all approved
Meeting adjourned @ 8:24 PM

Approved: _____

J. Hartmann 3-3-14
2/4/14

For the Period 01/01/2014 to 01/31/2014

<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	\$175,351.98	\$1,896.03	\$3,204.93	\$174,043.08			
Road & Bridge Fund	\$59,908.89	\$3,602.71	\$6,735.44	\$56,776.16			
Road and Bridge	\$0.00	\$0.00	\$0.00	\$0.00			
Recycling Fund	\$7,492.10	\$167.57	\$1,128.39	\$6,531.28			
Fire Protection Fund	\$22,285.37	\$754.05	\$4,530.00	\$18,509.42			
New Equip/Gravel Fund	\$99,177.11	\$2,010.82	\$16,210.80	\$84,977.13			
Battisto Road Vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Pederson Vacation Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Bond Fund	(\$71,493.49)	\$0.00	\$42,460.85	(\$113,954.34)			
Ad Valorum Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Tax Abatement Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Total	\$292,231.46	\$8,431.18	\$74,270.41	\$226,392.23	\$0.00	\$0.00	\$226,392.23

ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
March 3, 2014

1. Call to Order
2. Minutes – January 6, 2014 Board Meeting
3. Treasurer's Report
4. Claims to be Paid
5. Recycling
 - Info on Recycling Totals
 - Meeting with Doug Morris
6. Planning & Zoning
 - Permits available on-line
7. Open Forum
 - Issues not on Agenda
8. Road & Equipment Concerns
 - Road Report
9. Annual Meeting
 - Agenda
 - 2015 Levy
10. Other
 - Pierz Fire Department
 - Central Sota Cooperative
 - Spring Short Course
 - March 17 – April 4, 2014
 - Bus Trip to Capitol
 - Thursday, March 13th
 - CWC Association of Township Officers
 - Monday, April 21st @ 7 PM
 - Lake Edward Town Hall

Adjournment:

Board Meeting

**Roosevelt Township
March 3, 2014
7:00 PM**

Sign-In Roster:

Name

~~James T. Vac~~

~~Bonnie D. St.~~

BOBBIE GERMANSON

CAROL TREGKA

Chris Hewitt

EVE Johnson

2/1/14

For the Period 02/01/2014 to 02/28/2014

<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	\$174,043.08	\$49.29	\$2,854.45	\$171,237.92			
Road & Bridge Fund	\$56,776.16	\$1,305.00	\$3,935.40	\$54,145.76			
Road and Bridge	\$0.00	\$0.00	\$0.00	\$0.00			
Recycling Fund	\$6,531.28	\$8,500.00	\$996.37	\$14,034.91			
Fire Protection Fund	\$18,509.42	\$0.00	\$0.00	\$18,509.42			
New Equip/Gravel Fund	\$84,977.13	\$0.00	\$0.00	\$84,977.13			
Battisto Road Vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Pederson Vacation Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Bond Fund	(\$113,954.34)	\$0.00	\$16,047.37	(\$130,001.71)			
Ad Valorum Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Tax Abatement Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Total	\$226,392.23	\$9,854.29	\$23,833.59	\$212,412.93	\$0.00	\$0.00	\$212,412.93

Annual Meeting

Roosevelt Township
Tuesday, March 11, 2014
8:30 PM (Following Election)

Sign-In Roster:

Name	Address
Ron Kotten	5948 Camp Lake Dr
Loretta Kotten	" " " "
Ken Thompson	24208 Kelly Ln
Jeff Hartmann	
Donna Corydon	36294 S. Platte Lake
Walter Webb	4689 White Pine Rd
Gerald Coyle	36294 S. PLATTE LK. DR., HILLMAN
Shirley Weyer	27934 Blauen Rd Harrison, md
See Myers	36310 - S. Platte LK Dr. Hillman
Carol Siska	Brd.
Bonnie + John Ostr	William Rd
Rich Hennes	William Rd.
Garth Guelle	REHLING RD.
Buler Guelle	
Chris Wren	Brainerd
Dona Phyllis Meesimmer	35976 S. Platte Lk Dr. Hillman
Holly Kelm	74560 Williams Rd Hillman
Walter + Bill + Vicki	
BOBBIE GERMANSON	
Mary Kotten	516401
Emily Lanine	5866 Camp Lake Dr Brainerd MN 56301
JOAN KARTMANN	
VIRGINIA HILL	
XXXXXXXXXX	KAREN MARQUETI
	EVE JOHNSON

**ROOSEVELT TOWNSHIP
ANNUAL MEETING
MARCH 11, 2014**

1. Clerk called meeting to order @ 8:45 PM
Verify everyone has signed the roster & received handout
Election Results
Total of 94 voters & 10 Absentee votes received for a total of 104
Supervisor - 3 Year Term

Christopher Hewitt	59 Votes
Dan Wells	44 Votes

Christopher Hewitt elected for the Supervisor Position
Clerk - 2 Year Term

Virginia Hill	42 Votes
Bonnie Orton	61 Votes

Bonnie Orton elected for the Supervisor Position
2. Christopher Hewitt chosen as Moderator
3. Minutes of 2013 Annual Meeting read by Clerk
Motion by Bonnie Orton to approve, 2nd by John Orton
Motion carried
4. Treasurer Report given by Clerk
Motion by Carol Treska to approve, 2nd by Shirlee Hewitt
Motion carried
5. Financial Summary
Handout for Residents
Jeff Hartmann made motion for Levy of Town Taxes for Fiscal Year 2015 to remain the same of \$230,000.00, 2nd by Bev Myers
Discussion
Vote = 14 in favor of motion 12 against motion
Motion carried
Bonnie Orton took over as Clerk
Virginia will continue to take minutes
6. Motion For Poll Hours For Elections
 - Eve made motion for the General Election hours to be 7 AM to 8 PM, 2nd by Carol Treska, Motion carried
 - Shirlee Hewitt made motion for the Annual Township Election hours to be 3 PM to 8 PM, 2nd by Holly Kelm, Motion carried
7. Rick made motion for Location and Time of 2015 Annual Meeting
To be @ the Town Hall following the election @ 8:30 PM, 2nd by Shirlee Hewitt, Motion carried
8. Discussion for Donations
 - John Orton made motion for donation to 1st Responders in the amount of \$1500, 2nd by Eve Johnson, Motion carried
 - Virginia Hill made motion for donation to Crisis Line & Referral Service in the amount of \$1500, 2nd by Bobbie Germanson, Motion carried
 - CWC Fair & CWC Historical Society no donation to be given
 - Independent School District #480 no donation to be given
9. Discussion for Depositories of Town Funds
Bobbie Germanson made motion for monies to remain @ Deerwood Bank in Garrison for checking & savings & also Security Bank in Garrison for savings, 2nd by Shirley Weyer, Motion carried

10. **Discussion for Posting Locations & Notices**
John Orton made motion for the Postings for all special meetings to be at Town Hall, Bear Trax, Pine Center Tire, & Garrison Super Value & the Notices to be posted in Brainerd Dispatch, Mille Lacs Messenger, & Morrison County Record, 2nd by Rick Hennes, Motion carried
11. **Discussion of Salaries of Town Board**
Bobbie Germanson made motion for the following:
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)
2nd by Bonnie Orton, Motion carried
12. **Discussion of Mileage Reimbursement**
2012 Mileage = 55 cents per mile (federal & state guidelines)
2013 Mileage = 56.5 cents per mile (federal & state guidelines)
2014 Mileage = 56 cents per mile (federal & state guidelines)
13. **Open Forum**
Bonnie Orton thanked everyone who voted for her & also thanked Virginia Hill for her job as Clerk
14. Chris made motion to adjourn the meeting, 2nd by Bobbie Germanson,
Meeting adjourned @ 9:15 PM

**ROOSEVELT TOWNSHIP
ANNUAL MEETING AGENDA
MARCH 11, 2014**

1. Clerk calls meeting to order
 - Sign-in Roster for all attending meeting
 - Election Results
2. Moderator is chosen
3. Minutes of 2013 Annual Meeting
4. Treasurer Report
5. Financial Summary
 - Handout for Residents
 - Motion for Levy of Town Taxes for Fiscal Year 2015
6. Motion For Poll Hours For Elections
 - General Election 7 AM to 8 PM
 - Annual Township Election 3 PM to 8 PM
7. Motion for Location and Time of 2015 Annual Meeting
 - Meeting may be held either before or after Election
8. Discussion for Donations
 - 1st Responders
 - Crisis Line & Referral Service
 - CWC Fair & CWC Historical Society
 - Independent School District #480
9. Discussion for Depositories of Town Funds
 - Deerwood Bank in Garrison for checking & savings
 - Security Bank in Garrison for savings
10. Discussion for Posting Locations & Notices
 - Postings for all special meetings at:
Town Hall, Bear Trax, Pine Center Tire, & Garrison Super Valu
 - Notices posted in:
Brainerd Dispatch, Mille Lacs Messenger, & Morrison County Record
11. 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)
12. Discussion of Mileage Reimbursement
 - 2012 Mileage = 55 cents per mile (federal & state guidelines)
 - 2013 Mileage = 56.5 cents per mile (federal & state guidelines)
 - 2014 Mileage = 56 cents per mile (federal & state guidelines)
13. Open Forum
14. Adjournment

Annual Payments

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Salaries	\$57,418.01	6118/2.03	\$61,062.79
Insurance	\$7,485.00	\$7,621.00	\$8,419.00
Legal Fees	\$2,528.70	\$8,505.60	\$12,732.96
Elections	\$976.72	\$4,775.66	\$1,290.39
Mileage	\$2,781.74	\$3,060.88	\$3,484.34
Training	\$399.98	\$1,030.00	\$495.07
Utilities	\$3,954.71	\$3,576.99	\$4,095.80
Recycling	\$11,485.39	\$13,650.79	\$14,307.08
Fire Protection	\$17,691.30	\$18,203.30	\$18,129.15
Fuel	\$8,183.46	\$10,177.60	\$12,379.83
Propane	\$3,799.75	\$4,001.30	\$2,884.98
Supplies	\$1,478.69	\$2,923.46	\$4,724.88
Equipment	\$40,830.10	\$34,752.51	\$46,873.38
Parts/Repairs	\$3,344.01	\$3,315.16	\$11,206.80
Road Work/Material	\$6,191.96	\$7,301.27	\$125,764.21
Road Construction	\$5,077.50	\$37,543.00	\$870,236.31
Miscellaneous	\$4,357.21	\$4,060.09	\$21,730.45

Yearly Total =	\$177,984.23	\$225,680.63	\$1,219,817.42
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**ROOSEVELT TOWNSHIP
BOARD MEETING
AGENDA
APRIL 7, 2014**

- 1. Call to order**
- 2. Minutes – March 3, 2014 Board Meeting**
- 3. Treasurer's Report**
- 4. Signatures for Bank**
- 5. Approval of Claims**
- 6. Liquor Licenses**
 - JR Junction
 - Holy Family Activity Center
- 7. Recycling**
- 8. Planning & Zoning**
 - Approval of classification & intended sale of tax forfeited tracts
- 9. Open Forum**
 - Issues not on Agenda
- 10. Board Structure**
 - Resolution for Vice Chair
 - Supervisor Duties
 - Signatures for MAT - Town Attorney
 - Schedule of Regular Town Meetings
- 11. Compensation**
 - Spending Limits
 - Authorizing Contracts with Officers
- 12. Prepayment of Bond**
- 13. Fund Categories for Levy**
- 14. Donations**
- 15. Official Newspapers & Posting Places**
- 16. Review Resolutions & Policies**
- 17. Inventories for Insurance, Keys, Locks**
- 18. Road & Equipment**
 - Road Report
 - Road Salt Estimate
- 19. Other**
 - CWC Assn. of Township Officers
 - Monday, April 21
 - Lake Edward Town Hall
 - Scholarships for High School Juniors
 - Summer Short Course

Adjournment

Board Meeting

**Monday, April 07, 2014
7:00 PM**

ROSTER:

NAME

ADDRESS

Hewitt

Red

Weyer

Tracy

John

Hermanson

Sanctuary

Steele

Ortun

Resha

Township Website Address:
www.roosevelttownship.govoffice.com

ROOSEVELT TOWNSHIP
BOARD MEETING
March 3, 2014

1. Call to Order By Jeff Hartman @ 7 PM
All Board members present except Dan Wells
2. Minutes – January 6, 2014 Board Meeting read by Clerk
Rick made motion to accept, 2nd by Jeff, all approved
Motion carried
3. Treasurer's Report given by Treasurer
Shirley's computer crashed, so doesn't have any reports
for this month, only Checking & Savings info
Rick made motion to accept info, 2nd by Jeff, all approved
Motion carried
4. Jeff made motion to pay approved Claims, 2nd by Rick,
All approved, Motion carried
5. Recycling
 - Info on Recycling Totals
 - Meeting with Doug MorrisDiscussed that we need to bring our totals (cost/ton) in line
with landfill – everyone is going to be measured according to their totals
Recommendation that we put info on our website to educate residents
6. Planning & Zoning
Permits available on-line
7. Open Forum
Discussion from residents on total amount paid for Road Projects
Clerk had given totals to Rick, he shared with residents
They'd like the totals to include all costs associated with road, not
just Anderson Bros & Bolton & Menk totals
Clerk gave resident form for info request
Clerk would work on report including other amounts associated with
Road projects, just wouldn't be able to accomplish prior to Annual Meeting
8. Road & Equipment Concerns
 - Road ReportJerry has been pushing back snow banks as much as possible
Informed Board of possible problem with Platte Lake Trail

03/01/2014 to 03/31/2014

	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
Fund	\$171,217.92	\$1,490.28	\$6,890.93	\$165,837.27			
ge	\$54,115.76	\$13,602.68	\$5,890.97	\$61,857.47			
	\$0.00	\$0.00	\$0.00	\$0.00			
	\$14,014.91	\$0.00	\$938.42	\$13,096.49			
Fund	\$18,519.42	\$0.00	\$0.00	\$18,509.42			
avel Fund	\$84,917.13	\$0.00	\$0.00	\$84,977.13			
vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
ation Fund	\$0.00	\$0.00	\$0.00	\$0.00			
	(\$130,001.71)	\$0.00	\$450.00	(\$130,451.71)			
ind	\$0.00	\$0.00	\$0.00	\$0.00			
t Fund	\$0.00	\$0.00	\$0.00	\$0.00			
al	\$212,412.93	\$15,092.96	\$14,170.32	\$213,335.57	\$0.00	\$0.00	\$213,335.57

ROOSEVELT TOWNSHIP

BOARD MEETING

AGENDA

Monday, May 12, 2014

- 1 . Call to Order**
- 2 . Minutes - April 7, 2014 Board Meeting**
- 3 . Treasurer's Report**
- 4 . Claims for Approval**
- 5 . Open Forum - Items not on the Agenda**
- 6 . Funds & Bank Accounts
Transfer**
- 7 . Audit**
- 8 . Recycling
Meeting with Doug Morris**
- 9 . Planning & Zoning
Permits**
- 10 . Special Projects**
- 11 . Computer**
- 12 . Review of Resolutions & Policies
Credit Cards & Information Request**
- 13 . Road & Equipment Concerns
Erskine Access Road
Road Inspection Date**
- 14 . Other
Summer Short Course
K & D Lawncare Agreement**
- 15 . Adjournment**

Monthly Board Meeting

Monday, May 12, 2014

7:00 PM

SIGN-IN ROSTER:

NAME

ADDRESS

James Tracy

BOBBIE GERMANSON

CAROL TRESKA

EMILY LANIN

ROOSEVELT TOWNSHIP

BOARD MEETING

April 7, 2014

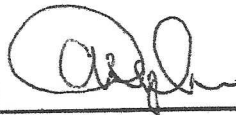
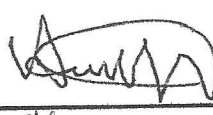
1. **Call to Order by Jeff Hartmann at 7 PM.**
All board members present
Suggestion by resident to move flag to front of meeting area.
2. **Minutes of March 3, 2014 meeting read by Clerk**
Motion by Rick to accept as read, 2nd by Chris,
All approved, motion carried
3. **Treasurer's report given.**
Motion by Rick to accept as read, 2nd by Chris
All approved, motion carried
4. **Signing authority for 1st National Bank of Deerwood will include**
three Board Supervisors, Clerk, Deputy Clerk, Treasurer, and Deputy
Treasurer. Signing authority for Security Bank Savings Account will be for Treasurer
Shirley Weyer, add new Chair Supervisor (Chris Hewitt - motion below on # 10) and
remove Dan Wells, past Chair.
Motion by Jeff, 2nd by Rick, all approved, motion carried.
5. **Claims discussion – past practice of claiming mileage when attending**
regular, special board meetings, hearings, or annual or special town
meetings held within the Town is not allowable.
Motion to approve claims by Rick, 2nd by Chris, all approved, motion
carried.
6. **Motion to approve Liquor License for JR Junction by Rick, 2nd by Jeff, all**
approved, motion carried.
Motion to approve Liquor License or Holy Family Activity Center by
Rick, 2nd by Jeff, all approved, motion carried.
7. **Recycling – Information on recycling projected costs given to board for**
budget study.
8. **Planning & Zoning**
Motion of approval of classification & intended sale of tax forfeited tracts by County
made by Jeff, 2nd by Rick, all approved, motion carried.
9. **Open Forum:**
-Discussion on buying a laptop computer to be used exclusively for Town with
separate email address for the Town instead of Clerk's personal computer.
Approximate cost \$400 plus Office software.
Discussion on Township buying the computer or to continue paying Clerk

Policies at the May meeting, all approved, motion carried.

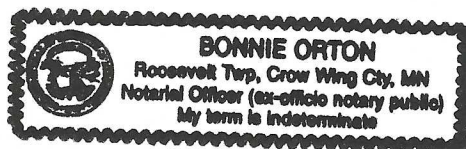
17. Discussion on Inventory update of Town Assets. Chris will work with Clerk and Employee to complete.
18. Road & Equipment Concerns
Discussion on condition of roads due to snow, melting, and potholes with possible temporary solutions.
Resident voiced concern about the ridge of snow and gravel in her driveway and by mailbox. Employee stated he was able to work on the problem later in the day after warming.
19. Other
 - CWC Association of Township Officers
Monday, April 21, 7pm
Lake Edward Town Hall
 - Scholarship for High School Juniors
Information on MAT website
 - Summer Short Course for Officers
Preregistration Required

Chris moved to adjourn, 2nd by Jeff, all approved

Approved

 
Chair

Bonnie Orton
Clerk



For the Period 04/01/2014 to 04/30/2014

<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	\$165,837.27	\$49.07	\$4,793.14	\$161,093.20			
Road & Bridge Fund	\$61,857.47	\$1,215.00	\$4,853.06	\$58,219.41			
Road and Bridge	\$0.00	\$0.00	\$0.00	\$0.00			
Recycling Fund	\$13,096.49	\$0.00	\$747.78	\$12,348.71			
Fire Protection Fund	\$18,509.42	\$0.00	\$4,491.67	\$14,017.75			
New Equip/Gravel Fund	\$84,977.13	\$0.00	\$0.00	\$84,977.13			
Battisto Road Vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Pederson Vacation Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Bond Fund	(\$130,451.71)	\$0.00	\$0.00	(\$130,451.71)			
Ad Valorum Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Tax Abatement Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Total	\$213,335.57	\$1,264.07	\$14,885.65	\$199,713.99	\$0.00	\$0.00	\$199,713.99

ROOSEVELT TOWNSHIP
ANNUAL ROAD INSPECTION
SPECIAL MEETING
JUNE 5, 2014

June 5, 2014, 8:00 am

The meeting called to order by Chairman, Chris Hewitt. Those in attendance: Chris Hewitt, Rick Hennes, Jeff Hartmann, Bonnie Orton, Clerk

Rick made the motion to continue the meeting to Wednesday, June 11 at 8:00 am so that employee could be in attendance. 2nd by Chris, all approved, motion carried.

June 11, 2014 8:00 am. Those in attendance: Rick Hennes, Jeff Hartmann, Jerry Coyle, & Bonnie Orton, Clerk.

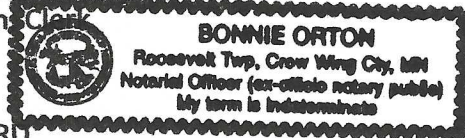
Inspection of roads - report detailed below.

Motion to adjourn by Rick, 2nd by Jeff, all in favor, motion passed.

Meeting adjourned at 3:00 pm.

Bonnie Orton

Bonnie Orton, Clerk



Chris Hewitt

Approved,

Richard Hennes
Jeff Hartmann 7-14-14

CAMP LAKE RD

Culvert installed in 2013. Some class 5 gravel needed on rocks in low spots. Jerry called to grade road before Garrison Township sprays calcium chloride for Garrison residents. Beavers that plugged culvert have been caught & culvert cleaned.

CAMP LAKE DR

FEMA work to be done in June. No culvert to be installed. Some gravel to be added to wash out areas.

COOLEY DR-WEST

Construction in 2013 – Good

COOLEY DR-EAST

Good condition.

REHLING ROAD

Keeping an eye on culvert in low spot.

BELLVIEW DR

Got a FEMA culvert and added another culvert in swampy area in 2013. No problems this year.

JACKPINE RD

No culvert. Keep eye on dip where water goes over sometimes.

POSTER LANE

Curve sign needs straightening. Overhanging limbs. Graveled part of road in 2013.

ROSCOE LANE

Needs overhanging tree branches cut.

ERSKINE ACCESS RD

Culvert will be lengthened this summer and another culvert installed further in to relieve pressure on existing one.

TATE ROAD

Good

PINE SHORES RD

Good. Maintained to house on end of road between garage & mailbox.

THOMSON LANE

Good

WILLIAMS RD

Good. Narrow road at #24216; turnaround at house - 24560.

ORTON DR

Minimum maintenance road. Employee reported that the low spot in road was ok. No culvert was ever installed.

REDDICK RD

Graveled & crowned in 2013. Some wash-out areas this spring.

NORTH PLATTE LK RD

Draining ditch issues-water over road; concrete work on gutters and raising pavement.

Checking on area going into Platte Lk Trail.

Crack on road at #23899

Storm sewers at #23487-pipe to manhole cover is not working properly.

Anderson Bros. to clean out pipe.

Will check on elevation of pipe to manhole cover.

PLATTE LAKE TRAIL

Fire Lane & property access issue.

Some gravel needed at #27

S. PLATTE LK DRIVE

Good

FISHER ROAD

Vegetation growth needs to be 6" high & thicker before silt fences can be removed.

Culverts need to be opened.

BARSTOW ROAD

Good

ROOSEVELT TRAIL

Lift needed at low spot close to Fisher Rd.

FOREST RIDGE ROAD

Good. Remove "Dead End" sign.

WHITE PINE DR.

Anderson Bros. to remove construction sign at entrance.

Need to fix at least 5 cracks in pavement.

OX CART ROAD

Keep cleaning culvert-trapping beavers.

SCHMOLKE ROAD

Good. Turnaround at Mark Schmolke's garage.

BLUEBILL POINT ROAD

Sign missing. Few residents. Graded every 3 weeks or as needed.

LITTLE WHITEFISH DRIVE

No new issues. Residents put calcium chloride on part of road.
Turnaround between house and garage at end of road.

DEUTSCH ROAD

No new or pressing issues.

BLAUER ROAD

Maintained by Kathio Township.

POPLAR ROAD

Good

BANYAN DRIVE

Needs gravel & grading.

PINE RIDGE ROAD

Good. FEMA culvert in 2013
Pine Ridge Road east of Banyan Drive is mowed only.

CYPRESS LANE

OK

DOGWOOD DRIVE

OK

OAK COURT

Graveled in 2013. The approach washes and needs gravel continuously.

HICKORY LANE

Mow only.

CHIPPEWA TRAIL

Mow only.

APACHE PLACE

Mow only.

DEER ROAD

Continuously needs gravel because of wash outs.
Needs a lot of blading.

SHERWOOD CIRCLE

Mow only.

BIRCH TRAIL

Mow only.

SPRUCE CIRCLE

Mow only. In 2013, gravel small area in 2013 - by #26525 in a low spot.

ELMCOURT

Mow only.

TEAK LANE

Mow only.

CHESTNUT LANE

OK. Graveled lately; no residents now.

WILLOW DRIVE

Needs sign at Willow & Pine Ridge

SANTA FE TRAIL

OK

LOVELAND PASS

Good.

CODY CIRCLE

Good.

OREGON TRAIL

Mow only.

CONSTOCK

Mow only.

ABILENE

Mow only.

WESTWARD HO

Sign missing by Eldorado. Beaver problem; culverts need cleaning regularly.

Needs a 1' lift at #2775

DESTINY DRIVE

Not counted on road mileage. Not plowed.

Mow and fill holes.

Lot of items left on road.

POT-O-GOLD

Mow only.

SUN DANCE

Mow only.

WAGON WHEEL

Mow only.

TRAILS END

Mow only.

ELDORADO

Bad bog spot.

**ROOSEVELT TOWNSHIP
BOARD MEETING
AGENDA
Monday, June 09, 2014**

- 1 . Call to Order**
- 2 . Minutes - May 12, 2014 Board Meeting**
- 3 . Treasurer's Report
Amended Feb. & Mar.
May**
- 4 . Claims for Approval
Clerk's Hours
Contract with Ehlers**
- 5 . Open Forum - Items not on the Agenda**
- 6 . Funds & Bank Accounts
Trans. Funds -tax settlement/approx. June 23
Add 2 Bond funds**
- 7 . Recycling
Meeting with Doug Morris**
- 8 . Planning & Zoning
Permits**
- 9 . Special Projects Report-Chris**
- 10 . Review of Resolutions & Policies
Credit Card amendment
Information Requests amendment**
- 11 . Road & Equipment Concerns
Road Inspection Continued**
- 12 . Other
Summer Short Course
Election Training**
- 13 . Adjournment**

Monthly Board Meeting
Monday, June 09, 2014
7:00 PM

SIGN-IN ROSTER:

NAME

ADDRESS

James Tracy
Sherlee Hewitt

**ROOSEVELT TOWNSHIP
BOARD MEETING
May 12, 2014**

1. **Call to Order by Chairman Chris Hewitt at 7 PM.**
All board members present: Chris Hewitt, Rick Hennes, & Jeff Hartmann
2. **Minutes April 7, 2014, Board meeting read by Clerk**
Rick moved to approve, 2nd by Chris, all approved, motion carried.
3. **April Treasurer's Report read. Total in Bank Accounts of \$199,617.31.**
Motion by Chris to approve, 2nd by Rick, all approved, motion carried.
Corrections to the February & March reports will be brought to June meeting for approval.
Treasurer will void check #7445 from June, 2013.
4. **Claims discussion:**
Separation of Clerk's Salary & hourly claims.
Clerk will get more info on hours spent included in salary.
Clerk to get more information on contract with Ehlers for reporting fees claimed.
Motion by Chris to approve & pay claims as listed, 2nd by Jeff, all in favor, motion Carried.
5. **Open Forum – Items not on the agenda:**
Recycling discussion of costs, employee's recycling hours.
Residents would like Doug Morris, Solid Waste Coordinator to come to meeting For discussion.
Resident mentioned that some items need updating on website.
Resident would like board to discuss more detail of employee hours.
6. **Funds & Bank Balances**
Discussion on transferring funds to end negative balances. Will be done after we receive partial tax settlement.

Jeff made motion to transfer monies from the Deerwood Bond account (\$433.35) and the Deerwood Savings account (\$85,113.17) to the checking account. Total transferred is \$85,546.52. The two Deerwood savings accounts will be closed. Rick 2nd the motion, Unanimous approval, motion carried.

Jeff made motion to rename the account in Security State Bank to the Debt Service & Reserve account. Chris 2nd the motion. This account will be used to deposit money designated for bond payments, make bond payments, & for emergency expenses. All in favor, motion passed. The total in Security Bank as of 5/12/14 is \$114,496.04.
7. **Motion by Chris, 2nd by Rick to request a State Audit of 2013.**
Audit requested in order to assure residents and new officers that all township affairs are in order going forward. Also mentioned was the large amount of money spent in 2013 on the road project.
Rick & Chris voted in favor, Jeff voted against. Motion passed.
8. **Recycling**

Within the next two weeks the clerk, Chris, & employee will meet with Doug Morris, the Solid Waste Coordinator to discuss the recycling program.

9. Planning & Zoning

Permits examined by the board. No issues found.

10. Special Projects Report – Chris

The file cabinets have been rekeyed.

Chris has started on the inventory and will set up a time to meet with Jerry to inventory the garage.

11. Computer

Copies of pricing for a Township Laptop were given. Clerk would like to wait until there is more time to give to set up a new one.

Will look and pick out one that will work, and will contact CTC for a separate township email address.

12. Review of Credit Card Resolution & Policy

Supervisors do not want cards. There will be one card for the Treasurer, Clerk, and employee. The resolution will be amended and put to vote in June.

Information requests Resolution & Policy

The resolution will be amended to reflect copies available at the meetings and put to vote in June.

13. Road & Equipment Concerns

Need to redo culvert on Erskine Access Road due to washout.

Chris made motion to have Road Inspection on Thursday, June 5 meeting at the Town Hall at 8:00 am. Jeff 2nd motion, all approved, motion carried.

This will be posted in official newspapers & posting places.

Jeff agreed to follow up on the Road Project issues on Fisher Road until finished.

14. Other:

Summer Short Course – Treasurer and Clerk will attend the CTAS training.

Clerk will attend the Election training.

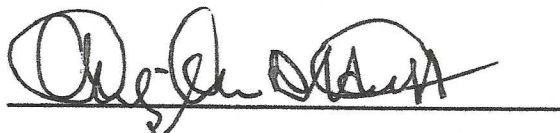
Motion by Jeff to have K & D Lawncare to mow at Town Hall, 2nd by Rick, all in favor, motion carried.

15. Motion to adjourn by Rick, 2nd by Chris, all in favor, motion passed. Meeting adjourned at 9:45 pm.

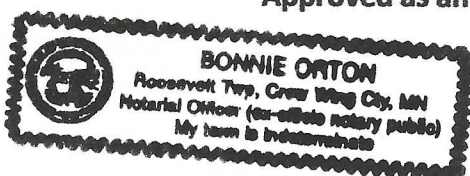
Amended #13: Jeff to follow up on the Road Project issues on Fisher Rd., N. Platte Lk. Rd., Cooley Rd., & White Pine Rd. until finished.

Bonnie Orton
Roosevelt Township

Approved as amended



Bonnie Orton
Clerk



Cash Control Statement

For the Period 05/01/2014 to 05/31/2014

<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	\$161,093.20	\$210.74	\$7,422.45	\$153,881.49			
Road & Bridge Fund	\$58,219.41	\$852.10	\$9,169.53	\$49,901.98			
Road and Bridge	\$0.00	\$0.00	\$0.00	\$0.00			
Recycling Fund	\$12,348.71	\$0.00	\$1,076.20	\$11,272.51			
Fire Protection Fund	\$14,017.75	\$0.00	\$0.00	\$14,017.75			
New Equip/Gravel Fund	\$84,977.13	\$0.00	\$0.00	\$84,977.13			
Battisto Road Vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Pederson Vacation Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Bond Fund	(\$130,451.71)	\$0.00	\$0.00	(\$130,451.71)			
Ad Valorem Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Tax Abatement Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Total	\$199,713.99	\$1,062.84	\$17,668.18	\$183,108.65	\$0.00	\$0.00	\$183,108.65

**ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
JULY 14, 2014
7:00 PM**

- 1. Call to order**
- 2. Minutes of June 9, 2014 Meeting**
- 3. Treasurer's Report – May & June**
- 4. Claims**
- 5. Compensation for Deputy Clerk
– Requested None
Only training registration reimbursement**
- 6. Special Meeting-Road Insp. Minutes, June 11, 2014**
- 7. Road & Equipment Report**
- 8. Open Forum**
- 9. Appointment of Election Judges**
- 10. Planning & Zoning
3 Permits in June**
- 11. Recycling
Quotes from:
Waste Management
J. Vanderpoel, Inc.
Doug Morris attending**
- 12. Special Projects - Chris**
- 13. Other
City County Township Road Maintenance Meeting
Monday, July 28, 2014 - 6:30 pm
Crosslake Joint Maintenance Facility in Crosslake
Industrial By-Products Utilization Program**

Adjournment

Monthly Board Meeting
Monday, July 14, 2014
7:00 PM

SIGN-IN ROSTER:

NAME

ADDRESS

Jon Steblay

13706 Crooked Lake Rd, Deerwood

Sherlee Hewitt

BOBBIE GERMANSON

Dannick Anderson

7656 DESIGN RD, BAXTON, MN

Jim Cant

Bill Snidarich

Carol Triska

Ames Tracy

ROOSEVELT TOWNSHIP

BOARD MEETING

June 9, 2014

1. **Call to Order by Chairman Chris Hewitt at 7 PM.**
All board members present: Chris Hewitt, Rick Hennes, & Jeff Hartmann
2. **Minutes May 12, 2014, Board meeting read by Clerk**
Amended: Jeff agreed to follow up on the Road Project issues on Fisher Rd., N. Platte Lk. Rd., Cooley Rd., & White Pine Rd until finished.
Chris moved to approve as amended, 2nd by Rick, all approved, motion carried.
3. **May Treasurer's Report read. Total in Bank Accounts = \$184,608.65.**
Approval delayed until July meeting after individual Fund Balances are reviewed.
4. **Claims discussion:**
Discussion of Clerk's Salary & hourly claims.
Discussion on contracts with Ehlers & Bond Services with need for more information.
Motion by Jeff to approve & pay claims as listed, 2nd by Chris, all in favor, motion Carried.
5. **Open Forum – Items not on the agenda:**
Recycling security camera out of service.
Work is being done to get it back working.
6. **Funds & Bank Balances**
Vote on transferring Fund Balances will be done in July.
7. **Recycling**
Meeting with Doug Morris to discuss costs for 2015. Discussed how to get more weight per pull and labor costs. Employee spent 6 ½ hours on recycling in May.
Discussion on having an empty container on July 4th weekend.
Discussed having Doug Morris to speak at an upcoming meeting and inviting neighboring townships who use the recycling bins.
9. **Planning & Zoning**
One construction/Septic Permit was approved.
10. **Special Projects Report – Chris**
Inventory of garage assets is in process.
12. **Resolutions & Policies:**
Chris moved to approve the Credit Card Amended Resolution & Policy. 2nd by Rick, all in favor, motion passed. The resolution is amended to authorize one credit card for use by the Treasurer, Clerk, & employee.

Rick moved to approve the Information Requests Amended Resolution & Policy, 2nd by Chris, all in favor, motion passed. The resolution is amended to reflect copies available at the meeting at no charge.

13. Road & Equipment Concerns

Jeff reported on process of work left to be done on 2013 Road Project & White Pine Road.

Dirt Doctor will be working on the culvert on Erskine Access Road.

The Road Inspection & review was continued to Wednesday, June 11, meeting the Town Hall at 8:00 am.

There are 4 beavers on Camp Lake Road. The employee has been cleaning out the culverts.

The employee is to get an estimate on fixing the garage door opener that isn't working.

Gravel on hand is 6540 yards.

14. Other:

Summer Short Course

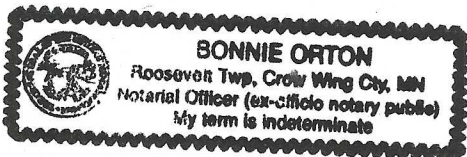
Election Training letters have been sent.

Thank-you letter from Crisis Line.

15. Motion to adjourn by Chris, 2nd by Rick, all in favor, motion passed. Meeting adjourned at 9:15 pm.

Bonnie Orton
Roosevelt Township Clerk

Bonnie Orton



J. Hartmann 7-14-14

[Signature] 7/14/14

Approved

[Signature]

Cash Control Statement

For the Period 06/01/2014 to 06/30/2014

<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	\$153,881.49	\$15,862.42	\$1,994.29	\$167,749.62			
Road & Bridge Fund	\$49,901.98	\$23,770.42	\$6,776.90	\$66,895.50			
Road and Bridge Recycling Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Fire Protection Fund	\$11,272.51	\$1,960.13	\$1,243.82	\$11,988.82			
New Equip/Gravel Fund	\$14,017.75	\$7,831.64	\$0.00	\$21,849.39			
Battisto Road Vacation	\$84,977.13	\$15,469.45	\$14,455.02	\$85,991.56			
Battisto Road Vacation Fund	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Pederson Vacation Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Bond Fund	(\$130,451.71)	\$0.00	\$0.00	(\$130,451.71)			
Ad Valorum Fund	\$0.00	\$17,817.11	\$0.00	\$17,817.11			
Tax Abatement Fund	\$0.00	\$7,831.64	\$0.00	\$7,831.64			
Total	\$183,108.65	\$90,542.81	\$24,470.03	\$249,181.43	\$0.00	\$0.00	\$249,181.43

**ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
AUGUST 11, 2014
7:00 PM**

- 1. Call to order**
- 2. Minutes of July 14, 2014 Meeting**
- 3. Treasurer's Report**
- 4. Transferring Funds**
- 5. Claims**
- 6. Road & Equipment Report**
- 7. Recycling
Estimates of cost to Township
Garbage**
- 8. Open Forum**
- 9. Budget for 2015**
- 10. Planning & Zoning**
- 11. Propane Pre-Buy Quote**
- 12. Garrison Fire Contract**
- 13. Computer**
- 14. Special Projects – Chris**
- 15. Other
Population & Household Estimates
Shepherd of the Lake-Assisted Living-Meeting
Sept. 4 @ 2pm
District 8 Meeting
Wednesday, Aug. 20, 2014 - 5:30 pm**

Monthly Board Meeting

Monday, August 11, 2014

7:00 PM

SIGN-IN ROSTER:

NAME _____

ADDRESS

Debra Hewitt
James Tracy
Robbie Germanson

ROOSEVELT TOWNSHIP

BOARD MEETING

July 14, 2014

1. **Call to Order by Chairman Chris Hewitt at 7 PM.**
All board members present: Chris Hewitt, Rick Hennes, & Jeff Hartmann
2. **The Minutes of the June 9, 2014, Board meeting were read by the Clerk**
Chris moved to accept, 2nd by Rick, all approved, motion carried.
3. **May Treasurer's Report given by Treasurer. Rick made motion to accept, 2nd by Chris, all approved. Motion Carried.**
June Treasurer's Report was given by Treasurer. Total in Bank Accounts as of June 30, 2014 is \$249,553.53. Chris Made motion to accept, 2nd by Rick, all approved. Motion carried.
Discussion on which funds to transfer to eliminate negative balance in Bond Fund.
4. **Claims discussion:**
Darrick Anderson explained that the claim for Bolten & Menk was for surveying and hours meeting with Jeff and Anderson Brothers on N. Platte Lake Road to correct drainage issue.
Claim from Mike Breckenbach was for work done to clean gutters and ditches on N. Platte Lake Road. Discussion on process of hiring work done, and a need for contract And Certificate of Insurance. Claim was not approved. Clerk to contact Mr. Breckenbach for necessary paperwork.
Clerk will bring a sample policy for contracting services to August Board meeting. Discussion on claim from Kennedy & Graven. Need for more detail in claim. A procedure policy for communication with the township lawyer will be drafted. Officers are encouraged to communicate with the MAT lawyers who are available at no charge.
Motion by Rick to approve & pay claims as listed with the exception of Mike Backenbach, 2nd by Chris, all in favor, motion carried.
5. **Clerk has appointed Sherlee Hewitt as Deputy Clerk who has requested no compensation except for reimbursement of training registration.**
6. **Minutes of the June 11, 2014 Road Inspection Meeting were read. Rick made motion to accept as read and to accept the evaluation of each road as listed. 2nd by Chris, all approved, motion carried.**
7. **Recycling – Garrison Disposal has discontinued their recycling services for Roosevelt Township and others in the County. Clerk & Deputy Clerk have been contacting other recycling companies to obtain quotes.**
Doug Morris from Crow Wing County Landfill and Jon Steblay, from Bay Lake Township, were in attendance to discuss working together to find an affordable cost of replacement service. Doug, Jon, and the clerk & deputy clerk will be getting more quotes and will meet with the County board of Commissioners with quotes to get approved.
Residents can take their recycling to the County Landfill or the City of Garrison. Please check out the County Web page at: <http://www.crowwing.us> and search for "recycling" for more locations.

8. Road & Equipment Concerns

Employee reported that the mower broke down. Parts were delivered Monday.

Repair was needed on the truck, also.

Beavers are still active on Camp Lake Road, but the water is lower so will leave the beavers alone for now.

Darrick Anderson from Bolton & Menk addressed the Board on the staking of the Right of Way on properties of North Platte Lake Road Project which is required by State Statute when a project is completed. The cost of this was not brought to the Board at an earlier date because a change in surveyors at Bolton & Menk resulted in a loss of communication. Bolton & Menk is asking the Board to pay 50% of the cost. Jeff made a motion to have Bolton & Menk stake the ROW on each property of the North Platte Lake Road Project at a cost not to exceed \$2000, 2nd by Rick. All in favor; motion passed.

Rick presented proposals received from Dirt Doctor for work that needs to be done on Erskine Access Road, Westward Ho, & Roosevelt Trail. It was decided to wait until a later date to do work on Westward Ho & Roosevelt Trail.

Rick made a motion accept proposal from Dirt Doctor for work on Erskine Access Road and employee to coordinate with Dirt Doctor to help with hauling. Chris 2nd the motion.

After discussion of the cost of the project, the motion was withdrawn.

Rick moved to accept the proposal from Dirt Doctor on Erskine Lake Access Road with a price not to exceed \$5500. Employee to coordinate with Dirt Doctor to help with hauling. The proposal will include a culvert and trackhoe work.

Jeff 2nd the motion, all approved, motion passed.

9. Open Forum – Items not on the agenda: None

10. Rick moved to appoint election judges, 2nd by Chris. All approved, motion carried.

11. Planning & Zoning

Three permits were approved in June:

Joseph Weckert, County Rd. 8, Doug Bedensiek, Cooley Dr., Douglas Gearhart, White Pine Rd.

12. Special Projects Report – Chris

Inventory of garage assets is in process.

13. Other:

City County Township Road Maintenance Meeting

Monday, July 28, 2014 - 6:30 pm

Crosslake Joint Maintenance Facility in Crosslake

Industrial By-Products Utilization Program- Permit to apply Wood Ash & Lime

At 9:20 pm, Chris moved to adjourn, 2nd by Rick, all in favor, motion passed.

Meeting adjourned.

Bonnie Orton

Roosevelt Township Clerk



BONNIE ORTON

Roosevelt Twp, Crow Wing Co., MN
Notarial Officer (ex-officio notary public)
My term is Indefinite

Approved

8/11/14

For the Period 07/01/2014 to 07/31/2014

<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	\$167,749.62	\$10,785.94	\$3,460.99	\$175,074.57			
Road & Bridge Fund	\$66,895.50	\$13,134.55	\$7,062.83	\$72,967.22			
Road and Bridge	\$0.00	\$0.00	\$0.00	\$0.00			
Recycling Fund	\$11,988.82	\$971.32	\$1,093.82	\$11,866.32			
Fire Protection Fund	\$21,849.39	\$3,898.97	\$5,084.83	\$20,663.53			
New Equip/Gravel Fund	\$85,991.56	\$7,791.17	\$0.00	\$93,782.73			
Battisto Road Vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Pederson Vacation Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Bond Fund	(\$130,451.71)	\$0.00	\$0.00	(\$130,451.71)			
Ad Valorum Fund	\$17,817.11	\$7,635.90	\$8,637.50	\$16,815.51			
Tax Abatement Fund	\$7,831.64	\$3,356.41	\$0.00	\$11,188.05			
Total	\$249,181.43	\$47,574.26	\$25,339.97	\$271,415.72	\$0.00	\$0.00	\$271,415.72

**ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
September 8, 2014
7:00 PM**

- 1. Call to order**
- 2. Minutes of August 11, 2014 Meeting**
- 3. Treasurer's Report**
- 4. Claims**
- 5. Road & Equipment Report**
- 6. Recycling**
- 7. 2015 Levy Fund Amounts**
- 8. Open Forum – Items not on the agenda**
- 9. Fire Contracts**
- 10. Pest Control**
- 11. Planning & Zoning**
- 12. District 8 Meeting**
- 13. Other**
 - Fall Maintenance Expo**
 - MAT Annual Conference**
 - November 20-22, 2014**
 - Duluth, MN**
 - Labor Law Posters**

Adjournment

Monthly Board Meeting
Monday, September 8, 2014
7:00 PM

SIGN-IN ROSTER:

NAME

ADDRESS

Bob Young

27902 460th St

Diana Young

27902 460th St

Amy Young

Robbie Germanson

CAROL TRESKA

ROOSEVELT TOWNSHIP

BOARD MEETING

August 11, 2014

1. The meeting was called to Order at 7:00 pm by Chairman Chris Hewitt.
All board members present: Chris Hewitt, Rick Hennes, & Jeff Hartmann
2. The Minutes of the July 14, 2014, Board meeting were read by the Clerk
Chris moved to accept, 2nd by Jeff, all approved, motion carried.

3. The July Treasurer's Report was read.

General Fund	\$175,019.51
Road & Bridge Fund	\$73,188.23
Recycling Fund	\$12,019.83
Fire Protection Fund	\$20,663.53
Building Fund	\$0.00
New Equipment/Gravel Fund	\$93,463.27
Battisto Road Vacation Fund	(\$490.50)
Road Plan Bond	(\$130,451.71)
Cert. of Indebt./Ad Valorem	\$16,815.51
Tax Abatement Fund	<u>\$11,188.05</u>

TOTAL **\$271,415.72**

Chris Made motion to accept, 2nd by Rick, all approved.
Motion carried.

4. Discussion on which funds to transfer to eliminate negative balance in the Bond Fund. Chris made motion to transfer \$60,000 from the General Fund and \$70,451.71 from the New Equipment/Gravel Fund to the Bond Fund to obtain a zero balance in the Bond Fund. The motion was 2nd by Jeff. Motion was passed with unanimous approval.
5. Claims discussion:
A motion was made by Chris; 2nd by Rick to pay the claims as listed. All approved.
Motion carried.
Rick moved to approve claim of Mike Beckenbach for work done on N. Platte Lake Rd., 2nd by Chris, all in favor, motion carried.
6. Road & Equipment Report:
The culvert project on Erskine Lake Access Rd. needs fill and ditches cleaned. The 2nd culvert is handling the overflow.
Discussion of silt and sand on North Platte Lake Rd. after rain.
Beavers have plugged the culvert on Camp Lake Road.
Resident informed board about a beaver dam forming along Camp Lake Road.
The sign and pole were taken from Reddick Road.

7. **Recycling** – There was discussion on the cost of pulls and the problems with garbage dumped at recycling sites.
The Board would like to wait to make a final decision on resuming the recycling. Residents can take their recycling to the County Landfill or the City of Garrison. Please check out the County Web page at: <http://www.crowwing.us> and search for “recycling” for more locations.
8. **Open Forum** – Items not on the agenda:
A procedure policy for communication with the Township lawyer was discussed. Jeff made a motion to approve the Township lawyer communication policy. It was 2nd by Rick. All approved; motion carried.
The Board discussed cost versus need for internet service and a phone at the Town Hall. It was decided that the internet was not needed and the clerk will find out if the phone is needed.
9. The final budget for 2015 Levy will be set at the September meeting.
10. **Planning & Zoning**
No permits in July
11. **Propane Pre-Buy Quote** –
Chris made motion for clerk to negotiate the propane pre-buy for the same number of gallons as last year. Motion 2nd by Jeff, all approved, motion carried.
12. Rick and the clerk are to meet with other townships to discuss the Garrison Fire Contract.
13. Motion by Chris, 2nd by Rick, authorizing the clerk to purchase a Laptop computer and Office Software for the Township at a price not to exceed \$550. All approved; motion carried.
14. **Other:**
Township is receiving \$3,754 in Town Aid from the State - Part in July & December. The population & household estimates in 2013 for Roosevelt Township
Population: 602 - Households: 272
Meeting at Shepherd of the Lake Lutheran Church to discuss building an Assisted Living facility on the church property. September 4 @ 6:00 pm
District 8 Meeting @ Wadena August 20, 5:30 PM

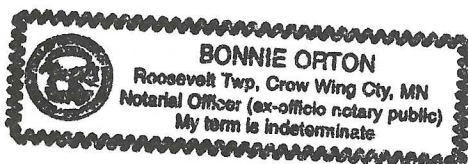
At 9:00 pm, Chris moved to adjourn, 2nd by Rick, all in favor, motion passed.
Meeting adjourned.

Bonnie Orton
Roosevelt Township Clerk

Bonnie Orton

Approved

[Signature]



Cash Control Statement

For the Period 08/01/2014 to 08/31/2014

<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	\$175,074.57	\$2,239.47	\$62,351.98	\$114,962.06			
Road & Bridge Fund	\$72,967.22	\$0.00	\$8,780.12	\$64,187.10			
Road and Bridge	\$0.00	\$0.00	\$0.00	\$0.00			
Recycling Fund	\$11,866.32	\$0.00	\$0.00	\$11,866.32			
Fire Protection Fund	\$20,663.53	\$0.00	\$0.00	\$20,663.53			
New Equip/Gravel Fund	\$93,782.73	\$0.00	\$70,451.71	\$23,331.02			
Battisto Road Vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Pederson Vacation Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Bond Fund	(\$130,451.71)	\$130,451.71	\$0.00	\$0.00			
Ad Valorum Fund	\$16,815.51	\$0.00	\$0.00	\$16,815.51			
Tax Abatement Fund	\$11,188.05	\$0.00	\$0.00	\$11,188.05			
Total	\$271,415.72	\$132,691.18	\$141,583.81	\$262,523.09	\$0.00	\$0.00	\$262,523.09

**ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA**

October 15, 2014

7:00 PM

- 1. Call to order**
- 2. Agenda Approval**
- 3. Minutes of September 8, 2014 Meeting**
- 4. Treasurer's Report**
- 5. Signatures for Bank**
- 6. Claims for Approval
Derrick Anderson – Bolton & Menk**
- 7. Sheriff Dahl**
- 8. Pederson Road Vacation**
- 9. Helmin Cartway on Platte Lake Trail platted road**
- 10. Road & Equipment Report**
 - a. Road Mileage Certification**
 - b. Safety concerns – gravel from Platte Lk. Trail on pavement**
 - c. Current road conditions**
 - d. Equipment & repairs**
 - e. Other**
- 11. Employee Life Insurance reimbursement**
- 12. Recycling**
- 13. Open Forum – Items not on the agenda**
- 14. Fire Contract Meeting Report**
- 15. Election Judge Approval**
- 16. Planning & Zoning**
- 17. Town Hall – Lights, shampooing carpet, cleaning**
- 18. Other**
 - a. General Election, Nov. 4, 2014
7:00 am – 8:00 pm**
 - b. Election Machine Testing, Oct. 23
2:00 pm - Head Judges**

Adjournment

Monthly Board Meeting

Wednesday, October 15, 2014

7:00 PM

SIGN-IN ROSTER:

NAME _____

ADDRESS

Shelby Hewitt

Back

BOBBIE GERMANSON

Allen Rederson

Todd Wahl

Ann Stafford

Era Stoffare

**ROOSEVELT TOWNSHIP
BOARD MEETING
September 8, 2014**

1. The September regular Board Meeting was called to order by Chairman Chris Hewitt at 7 PM. All board were members present: Chris Hewitt, Rick Hennes, & Jeff Hartmann
2. The Minutes of the August 11, 2014, Board meeting were read by the Clerk. Chris moved to accept, 2nd by Rick, all approved, motion carried.
3. The August Treasurer's Report read. Chris made the motion to accept as read, 2nd by Rick, all approved. Motion carried. The total per bank statements as of August 31, is \$262,693.26.
4. Motion made by Jeff to approve & pay claims as listed with the exception of Bolton & Menk, 2nd by Chris, all in favor, motion carried. This claim is withheld pending an explanation from the engineer.
5. The Road Report included discussion of road wash-outs caused by recent heavy rains, high water levels, and beavers plugging culverts.

Gravel is washing onto the paved road (N. Platte Lake Rd) causing unsafe driving conditions at Platte Lake Trail. Road supervisor and employee will research a solution.

Mowing has not been done on N. Platte Lake Rd. Concern was raised that vegetation was hanging over the road. Employee to address issue.

An email from a MAT lawyer was read as to the correct procedure in handling a platted ROW on Platte Lake Trail as a cartway for William Helmin to access his property. Rick moved to contact Town Attorney by email to confirm the procedure. Chris 2nd motion, all approved, motion carried.

A road vacation request on Platte Lake Trail was received. The board will gather information, talk to property owners, then request attorney's advice for procedure.

6. Recycling – The Board tabled the decision in order to verify county's procedure and contract limits.
7. Chris moved to present the following Final Fund amounts for the 2015 Levy of \$230,000 to the County. 2nd by Rick, all approved, motion carried.

General Fund	\$ 10,000
Road & Bridge Fund	119,500
Fire Protection	20,000
New Equipment/Gravel	10,000
Recycling Fund	5,000
Abatement Fund	20,000
GO Bond Series 2013-A Fund	<u>45,500</u>
TOTAL	\$230,000

8. **Open Forum:**
Resident inquired about maintenance on Blauer Road. It was explained that it is a private road. It would be difficult and expensive to construct it to standards of a township road. It was concluded it would cost less for property owners to hire maintenance.
- A Laptop computer plus Office Software was authorized by the Board for use by the Township clerk at a price not to exceed \$550. A Laptop was purchased for \$199 plus Office Software at \$139, (total of \$338).
- Discussion was held, and Chris made a motion to purchase a laptop for the Treasurer. Rick 2nd the motion, all approved, motion carried.
- These Laptops, with all current information including CTAS 8, will be available to the Deputies when needed, or to a new Clerk or Treasurer if the current one leaves office.
9. **Fire Contracts:**
Clerk & Rick will be meeting with other township officers to work together on a new Garrison Fire Protection Contract.
10. Jeff made motion to have the Town Hall treated for pest control. 2nd by Chris, all approved, motion carried.
11. **Planning & Zoning:**
Information was provided for: Timber Auction, Sale of Tax Forfeited Lands, Public Hearing for variance on Camp Lake Shores
12. Clerk & Chris reported on District 8 Meeting. Items on agenda included:
MAT income & expenses, insurance analysis
Township expenditures & revenues
New laws/bills update
CTAS software update
Elections
Resolutions for the annual business meeting in November
13. **Other:**
Fall Maintenance Expo – Employee will not be attending.
MAT Annual Conference in November – Chris Hewitt, Clerk, Deputy Clerk, & Treasurer will be attending.
Crow Wing County Association of Township Officers Meeting – Sept. 15
Sheriff Dahl to attend October meeting.
Motion by Chris, 2nd by Jeff to move the October, 2014 meeting to Wednesday, Oct. 15 at 7:00 pm because of the Holiday on Monday. All approved, motion carried.
14. Motion to Adjourn by Chris, 2nd by Jeff. All approved, meeting adjourned at 9:55 pm.

Bonnie Orton
Bonnie Orton

Roosevelt Township Clerk

rsvlt@brainerd.net

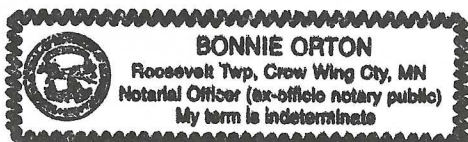
www.roosevelttownship.govoffice.com

[Signature]

APPROVED

[Signature] 10-15-14

[Signature]



Cash Control Statement

For the Period 09/01/2014 to 09/30/2014

<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	\$114,962.06	\$487.31	\$5,888.10	\$109,561.27			
Road & Bridge Fund	\$64,187.10	\$1,430.00	\$6,002.61	\$59,614.49			
Road and Bridge	\$0.00	\$0.00	\$0.00	\$0.00			
Recycling Fund	\$11,866.32	\$0.00	\$0.00	\$11,866.32			
Fire Protection Fund	\$20,663.53	\$0.00	\$0.00	\$20,663.53			
New Equip/Gravel Fund	\$23,331.02	\$0.00	\$0.00	\$23,331.02			
Battisto Road Vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Pederson Vacation Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Ad Valorum Fund	\$16,815.51	\$0.00	\$0.00	\$16,815.51			
Tax Abatement Fund	\$11,188.05	\$0.00	\$0.00	\$11,188.05			
Total	\$262,523.09	\$1,917.31	\$11,890.71	\$252,549.69	\$0.00	\$0.00	\$252,549.69

**ROOSEVELT TOWNSHIP
PEDERSON VACATION HEARING
OCTOBER 27, 2014**

1. Call to Order by Chairman Chris Hewitt at 5 pm at 11 Platte Lake Trail.
All board members present: Chris Hewitt, Rick Hennes, & Jeff Hartmann
2. The area of road to be vacated was examined by all.
3. The meeting was continued to the Town Hall.
4. Jeff moved to adopt the order of resolution vacating the portion of unbuilt platted road located on Block 1, Lot 3 within the plat of Roosevelt Beach. Motion was 2nd by Chris, all in favor, motion carried.

Jeff moved to adjourn, 2nd by Rick, all in favor, motion passed.
Meeting adjourned.

Bonnie Orton 11/10/14
Bonnie Orton
Roosevelt Township Clerk

Approved

[Signature]
J Hartmann 11-10-14
Arthur Hest



**ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA
NOV. 10 2014
7:00 PM**

- 1. Call to order**
- 2. Agenda Approval**
- 3. Minutes of Oct. 15, 2014 Meeting**
- 4. Minutes of Oct. 27 2014 Pederson Road Vacation**
- 5. Treasurer's Report**
- 6. Claims for Approval
Derrick Anderson – Bolton & Menk**
- 7. Road & Equipment Report**
 - a. Current road conditions**
 - b. Equipment & repairs**
 - c. Other**
- 8. Attorney for road vacations**
- 9. Recycling**
- 10. Use of transfer station building policy**
- 11. Open Forum – Items not on the agenda**
- 12. Garrison Fire & Rescue 2014 3rd Quarter Report**
- 13. Planning & Zoning - 3 permits approved**
- 14. Tax Forfeit land sale**
- 15. Other:**
 - Thank-you to all who helped clean the Town Hall –**
 - Including the Quilters & Sportsman's Club**
 - March of Dimes - Martha Look**
 - Election: Good Voter Turnout – 195 plus 33 Absentee Ballots**
 - Veterans Day, Tuesday, Nov. 11**
 - Thank you for your service!**

Adjournment

**ROOSEVELT TOWNSHIP
BOARD MEETING
October 15, 2014**

1. The October Board Meeting was called to order by Chairman Chris Hewitt at 7 PM, Oct. 15. All board were members present: Chris Hewitt, Rick Hennes, & Jeff Hartmann.
2. The Agenda was reviewed and approved.
3. The Minutes of the September 8, 2014, Board meeting were read by the Clerk. Jeff moved to accept, 2nd by Rick, all approved, motion carried.
4. The August Treasurer's Report read. Rick made the motion to accept as read, 2nd by Chris, all approved; motion carried. The total per bank statements as of Sept. 30, is \$253,223.96.
5. The Treasurer will contact Deerwood Bank with request to add the Deputy Clerk to the authorized signers.
6. Motion made by Jeff to approve & pay claims as listed 2nd by Rick, all in favor, motion carried. The September claim from Bolton & Menk is withheld again until November pending an explanation from the engineer. Jeff explained that the engineer is working with Anderson Brothers on the final payment due to Anderson Brothers for the 2013 Road Project.
7. Sheriff Dahl spoke of the problem of distracted driving which is mostly texting while driving. There is also a problem of speeding on County Road 2 and running the stop signs at Pine Center. There have been a lot more deaths than normal this year in the county. He also discussed the drug problem.
8. A petition from Allen Pederson was presented to the Board requesting vacation of a platted road located entirely on his property on Block 1, Lot 3 of Roosevelt Beach. The petition had the required signatures and description.
Jeff moved to adopt Resolution #2014-10-15 setting a hearing date regarding the vacation for 5 pm on October 27, 2014, at 11 Platte Lake Trail to examine the Road, then to be continued to the Town Hall for consideration and action. Chris 2nd the motion, all approved, and motion carried.
Jeff made a motion for \$1000 be requested from Mr. Pederson to be placed in escrow to cover township expenses for the vacation procedure. Rick 2nd the motion, all approved, motion passed.
Required notices are to be posted and delivered.
9. Mr. Helmin has begun construction on the cartway to access his property.
on Platte Lake Trail.
10. The Road Mileage Certification was reviewed by the Maintenance employee and approved.
Safety concerns: The road supervisor and employee will be doing work on Platte Lake Trail at junction with N. Platte Lake Road to reduce chance of gravel washing on to the pavement.

For the Period 10/01/2014 to 10/31/2014

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$109,561.27	\$869.59	\$3,031.51	\$107,399.35			
Road & Bridge Fund	\$59,614.49	\$0.00	\$9,242.98	\$50,371.51			
Road and Bridge	\$0.00	\$0.00	\$0.00	\$0.00			
Recycling Fund	\$11,866.32	\$0.00	\$0.00	\$11,866.32			
Fire Protection Fund	\$20,663.53	\$0.00	\$3,517.50	\$17,146.03			
New Equip/Gravel Fund	\$23,331.02	\$0.00	\$0.00	\$23,331.02			
Battisto Road Vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Pederson Vacation Fund	\$0.00	\$1,000.00	\$0.00	\$1,000.00			
Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Ad Valorum Fund	\$16,815.51	\$0.00	\$0.00	\$16,815.51			
Tax Abatement Fund	\$11,188.05	\$0.00	\$0.00	\$11,188.05			
Total	\$252,549.69	\$1,869.59	\$15,791.99	\$238,627.29	\$0.00	\$0.00	\$238,627.29

**ROOSEVELT TOWNSHIP
BOARD MEETING AGENDA**

Dec. 8, 2014

7:00 PM

- 1. Call to order**
- 2. Agenda Approval**
- 3. Minutes of Nov.10, 2014 Meeting**
- 4. Treasurer's Report**
- 5. Signatures for Bank**
- 6. Claims for Approval**
- 7. Road & Equipment Report**
 - a. Current road conditions**
 - b. Equipment & repairs**
 - c. Other**
 - d. Employee Retirement**
- 8. Job Opening – Published, Posted, Online**
- 9. Open Forum – Items not on the agenda**
- 10. Garrison fire contract**
- 11. Planning & Zoning**
 - 1 Permit – Michael & Darla Erickson, septic**
- 12. Summer Celebration**
- 13. Newsletter**
- 14. Other:**
 - Filings for Township Candidates-March Elections**
Dec. 30, - Jan. 13, 2015
Supervisor – 3 yr. term
Treasurer – 2 year term

Adjournment

Monthly Board Meeting
Monday, December 08, 2014
7:00 PM

SIGN-IN ROSTER:

NAME

ADDRESS

Donald Hunt

James Tracy

Carol Shuck

Paul D.

Marcia Kohl

Emily Levin

Dee Eastman

Bob Ensminger

Tony Cummings

4338 Bellview Dr

**ROOSEVELT TOWNSHIP
BOARD MEETING
November 10, 2014**

1. The Meeting was called to order by Chairman Chris Hewitt at 7 PM, Nov. 10. All board were members present.
2. The Agenda was reviewed and approved.
3. The October 15, 2014 Board Minutes were read by the Clerk.
Clerk to amend adding Platte Lake Trail to #9, the Helmin Cartway.
Jeff moved to accept as amended, 2nd by Chris, all approved, motion carried.
4. Minutes of the Pederson Road Vacation Hearing were read. Rick moved to accept, 2nd by Jeff. All approved, motion carried.
5. The Treasurer's Report read. Chris made the motion to accept as read, 2nd by Rick, all approved; motion carried. The total per bank statements as of Oct. 31, is \$242,196.87.

The Treasurer copied information to take to Deerwood Bank for authorized signers.

6. Motion made by Jeff to approve & pay claims as listed 2nd by Rick, all in favor, motion carried.
The September claim from Bolton & Menk is withheld pending an explanation from the engineer.
The engineer is still working with Anderson Brothers on the final payment due to Anderson Brothers for the 2013 Road Project.
7. Current Road conditions: Employee is busy plowing roads after snowstorm today.

Rick met with Garrison Township to discuss the exact location of the Town Line. Clerk will check with the County to get more information.

Other: The Road Maintenance employee has informed the board of his plans to retire as of December 31, 2014. Clerk and Road Supervisor will draft a notice for applications to fill the position.

8. A motion was made by Jeff, 2nd by Chris to hire Attorney Thomas Pearson of Gammello, Qualley, Pearson & Mallak, PLLC from Baxter for future road vacations.
9. Recycling –The Board decided to put the Recycling service on hold indefinitely. Because of the location of the township, it is difficult to find service.
10. Clerk to draft an agreement for use of transfer station building with expiration date of December 31, 2014.

11. Open Forum:

A resident asked, and was told, it was ok for him to clean the leaves, etc. from the gutters on N. Platte Lake Road.

12. A 2014 3rd Quarter Report was received from Garrison Fire & Rescue. There was one medical call from Roosevelt Township.

13. Planning & Zoning: Three permits were issued.

Paulette Julson - porch addition to a house on Platte Lake Dr.

Alex Jr. & Ann Smude - addition to existing structure on County Rd 2.

Patricia McGuire - New guest cottage on Imm Dr.

14. Information was reviewed for a tax forfeit sale on November 21, 2014.

The parcels in Roosevelt Township are in the Port Mille Lacs area.

15. Other:

Thank you to all who helped clean the Town Hall including the Quilters & Sportsmen's Club.

Martha Look from Nissua is requesting donations to the March of Dimes

Voter turn-out for the General Election – 195 voters plus 35 Absentee Ballots

Veterans' Day Tuesday, November 11. Thank you for your service!

16. Motion to Adjourn by Chris, 2nd by Rick. All approved, meeting adjourned at 8:15 pm.




Bonnie Orton

Roosevelt Township Clerk

rsvlt@brainerd.net

www.roosevelttownship.govoffice.com



APPROVED





For the Period 11/01/2014 to 11/30/2014

<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	\$107,399.35	\$30.80	\$2,281.47	\$105,148.68			
Road & Bridge Fund	\$50,371.51	\$73.04	\$6,938.19	\$43,506.36			
Road and Bridge	\$0.00	\$0.00	\$0.00	\$0.00			
Recycling Fund	\$11,866.32	\$0.00	\$0.00	\$11,866.32			
Fire Protection Fund	\$17,146.03	\$0.00	\$0.00	\$17,146.03			
New Equip/Gravel Fund	\$23,331.02	\$0.00	\$0.00	\$23,331.02			
Battisto Road Vacation	(\$490.50)	\$0.00	\$0.00	(\$490.50)			
Pederson Vacation Fund	\$1,000.00	\$0.00	\$314.26	\$685.74			
Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00			
Ad Valorum Fund	\$16,815.51	\$0.00	\$0.00	\$16,815.51			
Tax Abatement Fund	\$11,188.05	\$0.00	\$0.00	\$11,188.05			
Total	\$238,627.29	\$103.84	\$9,533.92	\$229,197.21	\$0.00	\$0.00	\$229,197.21