

Monthly Board Meeting
PARTRIDGE TOWNSHIP
January 4, 2017

Ovid Jensen called the meeting to order at 7:01p.m. Those present were Ovid Jensen, Lee Johnsen, Larry Johnsen and Anne Stitt. Pledge of Allegiance was recited. Minutes of the last Board Meeting were read. Motion by Larry Johnsen to accept the minutes as read. Second made by Lee Johnsen. Motion carried 3-0. There was not a Treasurer's report.

Special Visitors:

- None

Old Business:

- Ovid will talk to Gus and see if there are areas of ditch that we can now get to for brush cutting. Ovid will get notice out to the property owners and the clerk will publish a notice in the Evergreen.


New Business:

- John Tourville called Lee and asked if there was anything in the ordinance about unleashed pets, Lee said there was not. John said he had spoke to a deputy who said if a dog is on his property and aggressive in manner he should shoot the dog.
- Pine County Board of Commissioner's is having a Special Meeting on 1/25/17 at 6:00 in Pine City. They are inviting local governments to join them. Ovid and Anne plan on attending.
- Discussion was held about the Zoning Ordinance, it was decided that the Board would ask the Planning Commission to have a meeting, prior to the meeting they should review the ordinance, at the meeting there could be discussion for possible changes to the ordinance such as omitting or adding items or leaving it the same.

Meeting adjourned at 8:25 p.m.

Respectfully submitted by,


Anne Stitt, Clerk


Ovid Jensen, Chairman

Monthly Board Meeting
PARTRIDGE TOWNSHIP
February 1, 2017

Ovid Jensen called the meeting to order at 7:01p.m. Those present were Ovid Jensen, Lee Johnsen, Larry Johnsen, Laurie Jorgensen, Crystal Youngberg, Janet Fisher, Jennifer Wieczorek, and Anne Stitt. Pledge of Allegiance was recited. Minutes of the last Board Meeting were read. Motion by Lee Johnsen to accept the minutes as read. Second made by Larry Johnsen. Motion carried 3-0. The year end balance was \$161,023.91. Treasurer's report is beginning balance \$161,023.91, receipts of \$2,417.86, disbursements of \$681.16 for an ending balance of \$162,760.61. Checks to be paid are Roberts Excavating \$11,075.00, Sandstone Township \$235.00, Pine County Association of Minnesota \$621.73 and Evergreen \$66.50. Motion by Larry to approve the treasurer's report, second by Lee. Motion carried 3-0.

Special Visitors:

- Jennifer asked why the brush did not get cut by hayfield on Partridge Dr, Ovid said general rule is we don't do under the power lines as power company does that.

Old Business:

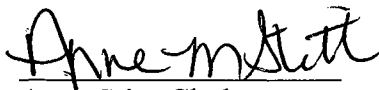
- Gus is almost done brush cutting, only Degerstrom Road, Partridge and Tamarack Loop is left.
- 2/22/16 is the Planning Commission meeting to discuss the Zoning Ordinance and how things are going.
- Ovid and Anne attending the Pine County special meeting, they plan to attend the next one in June. Presentation was done by the U of Mn on Rural Population trends, then there was a break out meeting that talked about the Comprehensive Plan the County is adopting and also the Zoning they intend to put in place, this process will take a few years but they have invited the Townships and Cities back to discussions. The invitation will be extended to the Planning Commission members to see if we can someone involved in that process. There is valuable information to be learned from other cities and township entities that are enacting zoning.


New Business:

- Filing period is closed for the Township Election, Ovid Jensen filed for Supervisor, and Janet Fisher and Laurie Jorgensen filed for Treasurer.
- Fire contract is going up to \$30,336.16 which is an increase of \$8,602.85 from last year.

Meeting adjourned at 8:23 p.m.

Respectfully submitted by,


Anne Stitt, Clerk


Ovid Jensen, Chairman

**Planning Commission Meeting
PARTRIDGE TOWNSHIP
February 22, 2017**

Chairman Scott Peterson called the meeting to order at 6:03 pm. Those present were Zoning Administrator Luke Johnsen, Planning Commission member, Scott Peterson, Tony Ecklund, Gary Stitt, Daryl Klocke, also present were Ovid Jensen and Anne Stitt.

Scott stated he wasn't sure what issues there were with the Zoning Ordinance, that in 2014 the Commission and Board of Supervisors had several meetings with the Township Attorney Tim Strom to clean up the Zoning Ordinance. He stated it is a legal working Ordinance which the Township is bound to enforce and follow and there are no issues being brought to the Planning Commission that he has been aware of.

Ovid said he would give a little background from his experience. He had attended a meeting that addressed a new thing of Solar Farms and he had asked his fellow Township Supervisors if this was something they thought the Planning Commission should be aware of, through discussions with the Board they felt it was appropriate to have the Commission meet to discuss the Zoning Ordinance.

Daryl stated that the Township hired someone very knowledgeable with Township Ordinances to look at our Zoning and this is a simple document to protect the Township, and certain situations such as a Solar Farm would require a Conditional Use Permit and other situations would require a variance. And it is the job of the Zoning Administrator to follow and enforce the Zoning Ordinance as written to protect the Township. So if someone contacted the Zoning Administrator he would have to direct them to the correct process to address their desired project and if there were questions that needed clarification he would then contact Planning Commission members and if further clarification or discussion was needed a meeting would be called.

Zoning Administrator Luke Johnsen asked about how the Township can enforce it? He said what if someone builds and doesn't follow set backs? Daryl said he felt they would then have to apply for a variance as they didn't follow the ordinance. Daryl said that we have to be diligent in making sure that the property owners and residents are following the ordinance. Luke asked what if someone doesn't apply for a building permit. It was decided if the township was aware of these situations a letter would be sent to the property owner requesting building permit and fee, if they do not comply the Township can access the fee to their property taxes, along with the building permit fee would also be an administrative charge for the time involved on the Township's behalf.

Luke said there was some areas in the ordinance that he felt were unclear and some areas that he didn't necessarily think were followed. Luke also mentioned while he had the building permits he did not have the applications for the Conditional Use Permit or Variance. The clerk said she would email him these documents so he would have them on file.

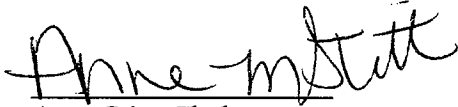
The Commission as a whole felt that the Ordinance was very clear, and a strong legal document that must be followed and enforced. If the Zoning Administrator is not enforcing it then that is a problem.

Daryl made a motion to not make any changes to the Zoning Ordinance, however, give the Zoning Administrator the CUP and Variance applications, and then help and guidance from the Planning Commission to support the Zoning Administrator and clarify issues as they arise. Tony made a second. Motion carried 4-0.

Motion by Tony to adjourn the meeting, second by Gary. Motion carried 4-0.

Meeting adjourned at 6:45 p.m.

Respectfully submitted by,


Anne Stitt, Clerk

Scott Peterson, Chairman

ANNUAL MEETING
PARTRIDGE TOWNSHIP
March 14, 2017

The Clerk called the annual meeting to order at 8:10. Those present were Janet Fischer, Jennifer Wieczorek, Laurie Jorgensen, Ron Jorgensen, Ovid Jensen, Lee Johnsen, Larry Johnsen, Gary Stitt, Joey Stitt and Anne Stitt. Pledge of Allegiance was recited. Motion made by Larry to have Gary Stitt act as moderator, 2nd by Ovid, Motion carried 10-0.

Minutes of the 2014 Annual Meeting were read, motion by Lee Johnsen to accept the minutes as read, 2nd by Larry Johnsen. Motion carried 10-0.

Election results were as follows: Total of 59 Ballots cast, Supervisor Ovid Jensen received 50 votes, there were 8 blank ballots for Supervisor and 1 write in for Odey Wicklander, Treasurer Laurie Jorgensen received 33 votes and Janet Fischer received 26 votes.

The treasurer's report was read. We had a beginning balance \$151,021.97, receipts totaled \$136,817.14 and disbursements of \$126,815.20 to bring our ending balance of 2016 \$161,023.91. It was noticed that the 3-8-2016 minutes had the incorrect ending balance of \$155,330.52 and it should have been \$151,021.97, with this correction Larry made a motion to approve the Treasurer's report, Ovid made a second and the motion passed 10-0.

Discussion was held about the roads. Road Supervisor Lee Johnsen spoke about the roads, there were several issues with the roads this year with all the water and flooding that we experienced. Ovid Jensen said that the township spent just over \$20,000.00 to repair the roads, we had almost completed graveling roads when this happened. There was several culvert issues and 3 sinkholes that were discovered and needed fill/repair. Clark Road still has some issued by Debbie Petrys by the two ponds, there are culvert issues that still need to be looked at.

Presentation and approval of the levy:

Discussion on the Askov Fire Contract, the fire contract has increased to \$30,336.16, this is the last of the 3 year significant increases due to the new fire formula. Ovid said that our intent had been to raise the levy over the 3 years to try to offset the increase each year, his recommendation was that we increase the levy \$10,000.00 to cover the extra expense. Discussion continued about that, Jennifer Wieczorek made a motion to increase the tax levy by \$10,000.00 allocating those extra funds to the fire fund, Ovid made a second. Motion carried 10-0.

Tax Levy: \$118,000.00

General: \$16000.00

Road & Bridge: \$63000.00

Fire: \$33,000.00

Zoning: \$5,000.00

Building Maintenance: \$1000.00

Business from the floor:

Lee Johnsen said he would to see if there is a way to separate fire and rescue, Ovid said no the state is working on legislation to give townships a say but currently you pay for the services which includes fire and rescue.

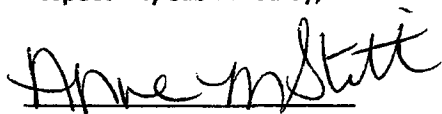
Shawn Jansen had mentioned earlier that she would like the Township to be mindful of when they do their ditch mowing, she wanted to make sure we were not disrupting the Monarch butterflies. As Monarchs feed on the milkweed, she felt if we did the mowing later it would benefit them, she thought the State was going to regulate something, she did not stay for the meeting but asked the clerk to mention this. Ovid said that the 1st 10 feet can be cut whenever currently and we run into an issue where obstructing vision comes in to play and becomes hazardous. Discussion was held to continue the practice of mowing the ditches as we have been.

The next regular Board meeting is Thursday march 16, 2017. The reorganizational meeting is set for Thursday April 6, 2017 at 6:30 at the Askov Community Center. The regular April Board meeting of supervisors will be call to order immediately after the reorganization meeting is adjourned. Public is welcomed to attend.

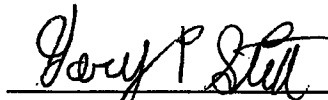
2018 Annual Election and Meeting is Tuesday 3/13/2018 at 8:00 pm following the Election.

Gary Stitt adjourned the meeting at 9:08 p.m.

Respectfully submitted by,

A handwritten signature in cursive script, reading "Anne M. Stitt", written over a horizontal line.

Anne M. Stitt
Clerk

A handwritten signature in cursive script, reading "Gary P. Stitt", written over a horizontal line.

Gary Stitt
Moderator

Monthly Board Meeting
PARTRIDGE TOWNSHIP
March 16, 2017

Ovid Jensen called the meeting to order at 7:08p.m. Those present were Ovid Jensen, Lee Johnsen, Larry Johnsen, Luke Johnsen, Deb Petry, and Anne Stitt. Pledge of Allegiance was recited. Minutes of the last Board Meeting were read. Motion by Lee Johnsen to accept the minutes as read. Second made by Larry Johnsen. Motion carried 3-0. Treasurer's report is beginning balance \$162,760.61, receipts of \$7.82, disbursements of \$11,998.23 for an ending balance of \$150,770.20. Motion by Larry to approve the treasurer's report, second by Lee. Motion carried 3-0.

Special Visitors:

- Luke Johnsen was here to ask for clarification on who he reports to. He reports to the Planning Commission. If he has questions he is supposed to ask the Planning Commission members for help on clarification, and if they feel it necessary to discuss a situation they will call a meeting. Luke has a request from Marty Monette for a split (sub division) of land, after talking to Daryl Klock and Scott Peterson they felt that this needed further discussion as to how to properly handle this. There is land on the West side of the tracks with house and 13 acres, across the tracks the parcel continues with 23 acres. Railroad has denied access going across. Other land is landlocked. Supervisors said that the Planning Commission should have a meeting to decide how the Ordinance covers dealing with this situation. Clerk will contact the Planning Commission and get things set up. At this meeting they will also discuss a minor subdivision requested by Carolyn Stivers.
- Deb Petry said Clark Road is collapsing by the ponds. Gus and Lee looked at it today and it appears the road is washing out underneath where a beaver/muskrat had burrowed underneath the road. Deb said there was an old newspaper article stating that the property on the other side of the ponds now on Larry Clementsen Trust property was to be kept dug out. She said the road is soft and spongy and Roger Jensen won't drive across it with any equipment. Deb will bring a copy of the article, the Township will try to identify the property owners and see if we can make contact with them, as they would need to give us permission to dig out that area on their property. There is a culvert on Clark Rd and Adolf that needs to be replaced, and it was determined it would need to be looked at to find the best solution before replacement.

Old Business:

- Fire contract was presented tonight, it has increased to \$30,336.16. Motion by Lee to accept the contract, 2nd by Larry. Motion carried 3-0.
- On 2/22/16 the Planning Commission met, Daryl Klocke, Scott Peterson, Tony Ecklund, Luke Johnsen, Ovid Jensen and Anne Stitt were present. They discussed the Ordinance and how to enforce it. There was a decision

to have a follow up meeting, now with the requests mentioned above the meeting will be held sooner than anticipated.

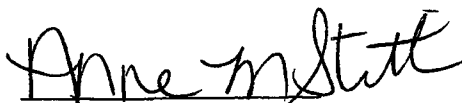
- Discussion was held on Luke's pay, it was confirmed that he would receive meeting pay for attending any Planning Commission meeting, and hourly rate for attending the Supervisors meeting such as tonight and for any other work that is done.
- Elections are complete, Ovid Jensen received 50 Votes for Supervisor, 8 were left blank and there was one write in for Odey Wicklander. For Treasurer Laurie Jorgensen received 33 and Janet Fischer received 26.


New Business:

- Gus is going to try to grade some roads and trouble spots as soon as tomorrow if the weather holds up.
- Pine County Township Officer's meeting is being held on Saturday 4/25 in Hinckley, Ovid and Larry may attend. Lee is not able to attend.
- Discussion was held on to perform road inspection, it may be after the Short Course, will discuss further at the next meeting in April.
- Ovid talked to Glen Williamson regarding a website for the Township. Glen said he charges \$400, \$200 made up front, and \$200 to be paid upon completion and satisfaction of the website. He will do maintenance on the website for up to 2 hours/month included in this fee. Ongoing his yearly fee is \$300/year and would include the 2 hours/month maintenance to the website. Motion made by Lee to move forward with this. Larry Johnsen made a second. Motion carried 3-0. Ovid will contact Glen, and then Ovid and Anne will work together to gather the documents we would like on the website and coordinate with Glen. Once Glen has something to show he will come present at a Township meeting to get feedback from the Township.
- Clerk was asked to bring up the question if the Township was going to be all jobs out on bids. Discussion was held that bids don't need to be obtained unless the contract is over \$100,000. If the amount contacted is estimated to be \$25,000 or less, the contact may be made either upon quotation or in the open market. Discussion was held about the services currently being provided and there was a motion by Larry and 2nd by Ovid to have Ronnie Roberts "Gus" do the Townships grading and installing of culverts, Swede Beavens to haul the gravel and Ron Jorgensen to do the roadside mowing. This motion carried 3-0.

Meeting adjourned at 8:39 p.m.

Respectfully submitted by,


Anne Stitt, Clerk


Ovid Jensen, Chairman

Monthly Board Meeting
PARTRIDGE TOWNSHIP

April 6, 2017,

Ovid Jensen called the meeting to order at 7:15p.m. Those present were Ovid Jensen, Lee Johnsen, Larry Johnsen, Luke Johnsen, Jennifer Wieczorek, Janet Fischer, and Anne Stitt. Pledge of Allegiance was recited. Minutes of the last Board Meeting were read. Motion by Larry Johnsen to accept the minutes as read. Second made by Lee Johnsen. Motion carried 3-0. Treasurer's report is beginning balance \$150,770.20, receipts of \$15,652.65, disbursements of \$33,377.66 for an ending balance of \$133,045.19. Claims to be paid are 7362-7371. Motion by Lee to approve the treasurer's report, second by Larry. Motion carried 3-0.

Special Visitors:

- Jennifer Wieczorek said that Crystal Youngberg couldn't attend the meeting but she asked her to let the Board know that she spent 3 hours clearing out the culverts but their driveway. Lee said he would check on it and see what can be done.

Old Business:

- Clerk had sent a letter to Landowner Larry Clemmenson (651-489-2265) regarding Clark Road issues. Larry C. phoned Lee and gave Lee permission to do what needs to be done to help the drainage flow off the road and hopefully alleviate the issue that is causing the road to erode. Larry did ask that we keep him in the loop of what was going on by just a phone call. Gus will start hopefully next week digging the ditch. Motion by Lee, 2nd by Larry to get going on this project as soon as possible since we have the landowners permission. Motion carried 3-0. Clerk was asked to send a letter to the property owner next to this property which is Jean Fox.
- Lee received some quotes from Mike Johnson at MPJ Enterprises. It appears the costs are in line with our current contractors.


New Business:

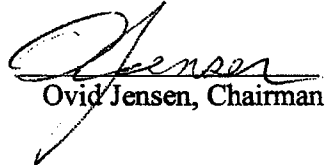
- Legal Seminar in Rutledge is in September this year. Just a heads up.
- Hospital Grand Opening is 5/9/17, should be opened on 5/17/17.
- Road inspection will be completed tomorrow 4-7-17.
- The website www.partridgetownship.com is running, it will be updated by the clerk and we hope that residents will use it as a source of information. It has Ordinances, forms, past minutes on there now. It will have the meeting dates on it and we can post things as they come up to have better communication with our residents of things going on. Clerk will post this in the newspaper with the notice of meetings so that residents are informed that we have a website now.

- Laurie said that at her training yesterday all contractors must have 1.5 million of coverage on their certificate of insurance to do work for the Township. She is not sure that all contractors currently carry that much so we will have to inform them that this is now required.

Meeting adjourned at 8:39 p.m.

Respectfully submitted by,

5-4-17
Anne Stitt, Clerk



Ovid Jensen, Chairman

Monthly Board Meeting
PARTRIDGE TOWNSHIP

May 4, 2017,

Ovid Jensen called the meeting to order at 7:04p.m. Those present were Ovid Jensen, Lee Johnsen, Odey Wicklander, Laurie Jorgensen, and Anne Stitt. Pledge of Allegiance was recited. Minutes of the last Board Meeting were read. Motion by Lee Johnsen to accept the minutes as read. Second made by Ovid Jensen. Motion carried 2-0.

Treasurer's report is beginning balance \$133,045.19, receipts of \$105.37, disbursements of \$3,823.72 for an ending balance of \$129,326.84. Claims to be paid are 7372-7374. Outstanding check of \$45.50 which makes the bank balance \$129,372.34. Motion by Lee to approve the treasurer's report, second by Ovid. Motion carried 2-0.

Special Visitors:

- Odey Wicklander says the culvert in the driveway to his hayfield was crushed during brushing last year and still has not been fixed. The one on the road to the East of his property has not been fixed yet either. He talked to the County Engineer when they were out and about. Odey was going to get his name to Ovid and then he would follow up with the culvert issue. Odey said they just brushed his ditch again and he wants Gus (Ronny Roberts Excavating) to stay off his land. Ovid apologized, he thought the Board had made it clear to Ronny Roberts Excavating to stay off his property. Odey said he will maintain all his ditches and if the Township ever sees a problem they should just notify him and he will rectify it himself.

Old Business:

- Clerk sent letter to Jean Fox 651-283-7674, she called Lee who said the ditch was already dug on Larry Clemmenson's property and they had not entered hers, however, he explained what they thought might help the drainage. Jean asked if her son could come look before we dig ditch on her property. Lee said that was fine, she said her son would be here before fall. Lee will follow up in July if we haven't heard from them.
- Road Inspection was completed on Friday 4/7, Lee will provide Swede with the list tomorrow of gravel needs. Gravel pile is ok for this year, Swede will be crushing gravel this year and we should get some.

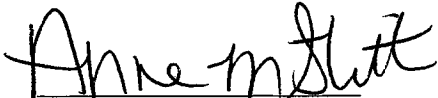
New Business:

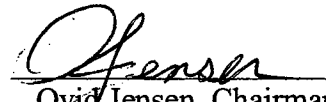
- Odey wants to know when we are going to enhance the appearance of the Town Hall? It was painted in 2006 and we haven't made any decisions. Odey says he has a friend, Brad that does nice quality work, Ovid asked him to get a quote from Brad and bring it to the next meeting.
- Website is up and running, everyone seems happy with it. Ovid made a motion to make the 2nd payment, Lee made a second. Motion carried 2-0.

- They discussed road barricades, and how they have to meet specs, and if a road is closed you need road closed ahead signs. Ovid said signs are very expensive to purchase and the County has signs we can use. No action was taken on this.

Meeting adjourned at 7:53 p.m.

Respectfully submitted by,


Anne Stitt, Clerk


Ovid Jensen, Chairman

Monthly Board Meeting
PARTRIDGE TOWNSHIP
June 1, 2017

Ovid Jensen called the meeting to order at 7:02p.m. Those present were Ovid Jensen, Lee Johnsen, Jennifer Wieczorek, Laurie Jorgensen, and Anne Stitt. Pledge of Allegiance was recited. Minutes of the last Board Meeting were read. Ovid asked for any objections or corrections to the minutes, if not they stand approved as read. Motion carried 2-0. Treasurer's report is beginning balance \$129,326.84, receipts of \$5.49, disbursements of \$347.90 for an ending balance of \$128,984.43. Outstanding check of \$45.50 which makes the bank balance \$129,029.93. Motion by Lee to approve the treasurer's report, second by Ovid. Motion carried 2-0.

Special Visitors:

- No business from visitors

Old Business:

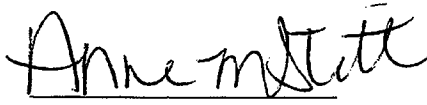
- No news on culverts by Odey Wicklander's place.
- Culvert and ditch (trench) dug by Deb Petry's is doing good and handling the water.

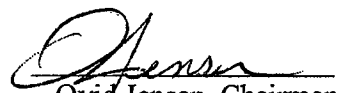
New Business:

- Swede is hauling gravel.
- Ron Jorgensen is going to start the top cut, hopes to be done by 7/11th.
- Sentence to Serve should be asked about painting the town hall. Clerk will contract Brock Bloomquist as he is the person in charge of the crew.

Meeting adjourned at 7:36 p.m.

Respectfully submitted by,


Anne Stitt, Clerk


Ovid Jensen, Chairman

Monthly Board Meeting
PARTRIDGE TOWNSHIP
July 6, 2017

Ovid Jensen called the meeting to order at 7:03p.m. Those present were Ovid Jensen, Laurie Jorgensen, and Anne Stitt. Pledge of Allegiance was recited. Minutes of the last Board Meeting were read. Motion made by Larry to approve the minutes as read, second by Ovid. Motion carried 2-0. Treasurer's report is beginning balance \$128,984.43, receipts of \$30.13, disbursements of \$18,388.72 for an ending balance of \$110,625.84. Outstanding check of \$335.50 which makes the bank balance \$110,961.34. Cks 7394-7398 being paid. Ovid asked if any objections or corrections, none stated, Ovid said approved as read.

Special Visitors:

- None

Old Business:

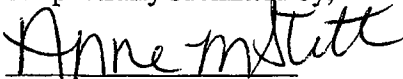
- Ovid will talk to the City of Askov about cutting down the brush, trees around the town hall building.
- A request was submitted to the Pine County Sentence to Serve group to have them paint the Town Hall, they hope to be able to get to it this fall. The Township would have to purchase the paint, Ovid spoke with Scott at 23 Hardware and it will be approximately \$30/gallon and 10 gallons would do one coat. It was decided to keep the building white, with contrast colors for storms. We would like at least two with screens so we can open for a breeze during the summer. Storms will be between \$80-\$130 a piece depending on quality.
- Ovid talked to Ronnie Roberts and he knows there are 4 culverts to be put in and will get to them soon.
- Clark Road by Deb Petry's still seems to be working fine with the drainage through the new trench, Larry said he was by there a week ago.


New Business:

- Laurie attended the short course, good information on open meeting laws, afternoon session on CTAS, there were too many people for her to ask specific questions. Discussion was held on how to get road repair done without breaking open meeting laws in a situation that requires a quick response, it was decided the Supervisor addressing the issue would contact the Clerk so she has record of it, and then that Supervisor would facilitate a fix to the issue and report on it at the next meeting.
- Township payroll will continue to be issued in June and December, the change is you will be paid Dec to May hours/meetings/reimbursements in June and then June – Nov in December.

Meeting adjourned at 8:09 p.m.

Respectfully submitted by,


Anne Stitt, Clerk


Ovid Jensen, Chairman