

Monthly Board Meeting
PARTRIDGE TOWNSHIP
January 6, 2021
Virtual Meeting via Zoom

Ovid Jensen called the meeting to order at 7:02 p.m. Those present were Ovid Jensen, Lee Johnsen, Matt Klocke, Laurie Jorgensen, Dan Taylor, Stefanie Youngberg and Anne Stitt. Minutes of the last Board Meeting were read. Ovid asked if any objections or corrections to the minutes, none being stated, minutes are approved as read. Treasurer's report was read. We had a beginning balance of \$259,955.92 the receipts totaled \$4,204.88, and disbursements of \$15,912.18, to bring our ending balance to \$248,248.62. We have one outstanding check in the amount of \$375.00. Bank balance is \$248,623.62. Ovid asked if there are any objections or corrections to the treasurer's report, none being stated, treasurer's report was approved as read. Claims to be paid tonight 7699-7707, all claims approved verbally and will be signed at next in person meeting.

Special Visitors:

- Dan Taylor wanted to talk about Low Landing Road, said his parents have owned this land the last 15 years, Parcel ID 250204001, there are swells and dips in road, what if anything can the Township do to fill it in. If you are going slow it is ok in a truck. Ovid said since the Township has not maintained a road in 6 years there is not a responsibility for the Township to maintain the road and that we aren't looking to take on more roads. Dan asked if nothing can be done if the land owners can have permission to make improvements, Ovid said they would not need our permission as it isn't a Township Road. Dan said that they built a new cabin there and was hoping something could be done. Ovid said we will look at it during our spring road inspection and get in touch but again we are not looking to take on any new roads for maintenance.
- Stefanie Youngberg received our letter, spoke w/Clerk and then talked with Zoning Administrator Kathy Morris and Planning Commission Scott Peterson and they had suggested an interim use permit. Stefanie knows they are not in compliance with the Zoning Ordinance and wants to rectify that, they would like 30 months to return that dwelling in question back to a shop w/ gaming room upstairs. She apologized for not doing it right away when they built their house and wants to know if there is any middle ground. We have not adopted the new Zoning Ordinance with IUP language, so that isn't an option, there is nothing in the Variance or CUP language that they would meet. The Board will discuss and get back to them shortly.

Old Business:

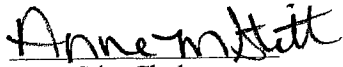
- Roberts Excavating had ~~done~~ done the brushing on Pickeral Creek, they will do ditching in the spring. Prairie Lane was done also, but Steve Fahlman's trees were not touched.
- Discussion was held on the Youngberg's, Matt reviewed the Zoning Ordinance for an hour and agrees that there is nothing in the language that would allow them to do CUP, or variance, nor the IUP in the Zoning Ordinance that has been proposed to the Board. Decision to ask the Youngberg's sign a notice stating something like: We, Dennis and Stefanie Youngberg understand that we are not in compliance with the Partridge Township Zoning Ordinance, we intend to turn the 1st dwelling built on our property into a shop as was the agreement when we were approved the Building permit for our current home. We have an occupant and once this current occupant moves out or 30 months whichever is less, we will return the 1st building to a heated wood shop with a gaming room upstairs for the kids. Ovid asked the clerk to send this information to the Planning Commission Members to get their feedback.

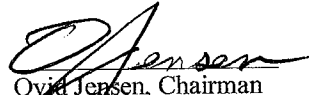
New Business:

- Filing for Candidacy is open now, Supervisor, Matt Klocke is up for election and Treasurer, Laurie Jorgensen, they both are going to file again and Clerk will email them the Affidavit to File form which they will complete and return within the timeline. No one else has expressed interest. Filing period is 12/29/2020 to 01/12/2021.
- Board of Audit is 02/03/2021 at 6:30 p.m.
- The Board has decided to move forward with the changes recommended by the Planning Commission, they will hold a Public Hearing on March 3, 2020 at 7:00 p.m.

Meeting adjourned at 8:12 p.m.

Respectfully submitted by,


Anne Stitt, Clerk


Ovid Jensen, Chairman

Funds	Clerk's Beginning Balance	Receipts	Total Receipts, Transfers and Balance	Disbursements	Transfers	Clerk's Balance at end of Year
General	\$ 3,322.67	\$ 38,369.03	\$ 41,691.70	\$ (41,416.15)		\$ 275.55
Road & Bridge	\$ 141,724.44	\$ 101,305.00	\$ 243,029.44	\$ (44,696.10)		\$ 198,333.34
Fire	\$ 1,299.72	\$ 43,100.48	\$ 44,400.20	\$ (37,428.15)		\$ 6,972.05
Zoning	\$ 30,162.85	\$ 8,182.45	\$ 38,345.30	\$ (4,869.90)		\$ 33,475.40
Building	\$ 7,949.32	\$ 1,442.96	\$ 9,392.28	\$ (200.00)		\$ 9,192.28
Grand Total	\$ 184,459.00	\$ 192,399.92	\$ 376,858.92	\$ (128,610.30)	\$ -	\$ 248,248.62

Date	Receipt #	Amount	From Whom	For What	General	Road & Bridge	Fire	Zoning	Building
1/15/2020	932010	\$ 4.00	Jensen, Stitt	filing fees	\$ 4.00				
1/29/2020	932011	\$ 3,107.67	Pine County	Dec RPS Settlement	\$ 419.54	\$ 1,658.87	\$ 868.90	\$ 131.45	\$ 28.91
1/31/2020	932012	\$ 30.89	Northview Bank	Interest	\$ 30.89				
2/29/2020	932013	\$ 28.41	Northview Bank	Interest	\$ 28.41				
3/4/2020	932014	\$ 18,904.66	Pine County	Gas Tax Distrib for 2019		\$ 18,904.66			
4/17/2020	932015	\$ 32.74	Northview Bank	Interest	\$ 32.74				
4/30/2020	932016	\$ 150.00	Morris, Melzark, Piroli	Building Permits				\$ 150.00	
5/31/2020	932017	\$ 29.17	Northview Bank	Interest	\$ 29.17				
6/23/2020	932018	\$ 21.84	Northview Bank	Interest	\$ 21.84				
6/26/2020	932019	\$ 67,783.18	Pine County	RPS Settlement	\$ 9,150.73	\$ 36,182.66	\$ 18,952.18	\$ 2,867.23	\$ 630.38
6/30/2020	932020	\$ 31,063.29	Pine County	Forfeited Tax Dist	\$ 4,193.54	\$ 16,581.58	\$ 8,685.30	\$ 1,313.98	\$ 288.89
6/30/2020	932021	\$ 20.27	Northview Bank	Interest	\$ 20.27				
7/8/2020	932022	\$ 1,575.40	MMB - State	PNP Election reimbursement	\$ 1,575.40				
7/20/2020	932023	\$ 150.00	Ron Taylor, Seth Taylor, M	Building permits				\$ 150.00	
7/27/2020	932024	\$ 1,649.00	MMB - State	Certified Town Aid	\$ 222.61	\$ 880.24	\$ 461.06	\$ 69.75	\$ 15.34
7/27/2020	932025	\$ 15,650.00	MMB - State	COVID 19 CARES	\$ 15,650.00				
7/31/2020	932026	\$ 29.88	Northview Bank	Interest	\$ 29.88				
8/6/2020	932027	\$ 650.00	various residents	Bldg Permits & Variance fees				\$ 650.00	
8/19/2020	932028	\$ 222.47	Pine County	PILT Dist 2020	\$ 30.04	\$ 118.75	\$ 2.07	\$ 62.20	\$ 9.41
9/30/2020	932029	\$ 19.53	Northview Bank	Interest	\$ 19.53				
8/31/2020	932030	\$ 28.15	Northview Bank	Interest	\$ 28.15				
10/7/2020	932031	\$ 650.00	Jason Holmes	Bldg Permit and Variance app				\$ 650.00	
10/30/2020	932032	\$ 2,167.33	MMB - State	State Aide	\$ 292.59	1156.92	605.98	91.68	20.16
10/31/2020	932033	\$ 19.79	Northview Bank	Interest	\$ 19.79				
11/30/2020	932034	\$ 44,568.46	Pine County	RPS Settlement	\$ 6,016.74	\$ 23,790.64	\$ 12,461.34	\$ 1,885.25	\$ 414.49
11/30/2020	932035	\$ 18.36	Northview Bank	Interest	\$ 18.36				
12/24/2020	932036	\$ 3,804.19	MMB - State	Town Aid	\$ 513.57	\$ 2,030.68	\$ 1,063.65	\$ 160.91	\$ 35.38
12/31/2020	932037	\$ 21.24	Northview Bank	Interest	\$ 21.24				
12/31/2020	932038	\$ -							
					\$ 38,369.03	\$ 101,305.00	\$ 43,100.48	\$ 8,182.45	\$ 1,442.96
		\$ 192,399.92							

Date	Claim #	Amount	Paid to Whom	For What	General	Road & Bridge	Fire	Zoning	Building
1/7/2020	7589	\$ 376.60	Sandstone Township	Koland Road Work/Culvert purchase and install		\$ 376.60			
1/7/2020	7590	\$ 60.75	Northstar Media, Inc	notice of filing	\$ 60.75				
1/7/2020	7591	\$ 621.37	Pine County Assoc of Townshps	Pine Co Dues 81.05, MN Assoc Dues 540.32	\$ 621.37				
1/7/2020	7592	\$ 4,475.00	Roberts Excavating, LLC	Dec snow removal and sanding		\$ 4,475.00			
2/4/2020	7593	\$ 40.00	MAT	Clerk/Treasurer Training 1/30/20	\$ 40.00				
2/4/2020	7594	\$ 88.88	Pine County Auditor-Treasurer	Truth in Taxation payable in 2018 notice	\$ 88.88				
2/4/2020	7595	\$ 3,300.00	Roberts Excavating, LLC	Grade/Ice scratcher/plow truck		\$ 3,300.00			
2/5/2020	7596	\$ 41.50	Northstar Media, Inc	Board of Audit notice	\$ 41.50				
3/4/2020	7597	\$ 115.00	Sharen Johnsen	Election Judge	\$ 115.00				
3/4/2020	7598	\$ 310.00	Connie Ecklund	Election Judge	\$ 310.00				
3/4/2020	7599	\$ 185.00	Michelle Gangl	Election Judge	\$ 185.00				
3/4/2020	7600	\$ 375.00	Anne Stitt	Election Judge	\$ 375.00				
3/4/2020	7601	\$ 355.00	Gary Stitt	Election Judge	\$ 355.00				
3/4/2020	7602	\$ 30.23	Connie Ecklund	Meal, mileage reimbursement for PNP election	\$ 30.23				
3/4/2020	7603	\$ 11.26	Misl Gangl	Meal reimbursement for PNP election	\$ 11.26				
3/4/2020	7604	\$ 5.36	Sharen Johnsen	Meal reimbursement for PNP election	\$ 5.36				
3/4/2020	7605	\$ 46.17	Gary Stitt	Meal, mileage reimbursement for PNP election	\$ 46.17				
3/4/2020	7606	\$ 152.21	Anne Stitt	Meal, mileage reimbursement for PNP election	\$ 152.21				
3/4/2020	7607	\$ 3,620.50	Ascendant Group	2020 pay 2021 Assessment Fees	\$ 3,620.50				
3/4/2020	7608	\$ 45.65	Northstar Media, Inc	Notice of Public Test	\$ 45.65				
3/4/2020	7609	\$ 405.00	MN Benefit Association	Township Group Life Insurance	\$ 405.00				
3/4/2020	7610	\$ 315.00	Aspire, Inc	website domain name registration and hosting	\$ 315.00				
4/16/2020	7611	\$ 37,428.15	City of Askov	Fire Contract			\$ 37,428.15		
5/4/2020	7612	\$ 75.35	Sharen Johnsen	Election Judge	\$ 75.35				
5/4/2020	7613	\$ 70.00	Michelle Gangl	Election Judge	\$ 70.00				
5/4/2020	7614	\$ 65.00	MichElaine Rippentrop	Election Judge	\$ 65.00				
5/4/2020	7615	\$ 30.00	Gary Stitt	Annual Meeting Moderator	\$ 30.00				
5/4/2020	7616	\$ 329.93	Northstar Media, Inc	Notices: Annual Mtng, plan comm, assessments, reorg/reg	\$ 329.93				
5/4/2020	7617	\$ 100.00	Minnesota Power	Utilities					\$ 100.00
5/4/2020	7618	\$ 3,415.00	Roberts Excavating, LLC	Feb snow rem, april grading, ditch clean out, washout		\$ 3,415.00			
6/3/2020	7619	\$ 965.06	Ovid Jensen	Meeting, hours, reimbursement 1st half	\$ 965.06				
6/3/2020	7620	\$ 784.97	Lee Johnsen	Meeting, hours, reimbursement 1st half	\$ 784.97				
6/3/2020	7621	\$ 988.14	Laurie Jorgensen	Meetings, hourly time, payroll	\$ 988.14				
6/3/2020	7622	\$ 761.89	Matthew Klocke	Meetings, hourly time, payroll	\$ 761.89				
6/3/2020	7623	\$ 1,726.94	Anne Stitt	Meetings, hourly time, payroll	\$ 1,726.94				
6/3/2020	7624	\$ 105.83	Northstar Media, Inc	Notices plann comm, board meeting dates	\$ 105.83				
6/3/2020	7625	\$ 865.98	U.S. Treasury	payroll taxes 2nd quarter 2020	\$ 865.98				
6/3/2020	7626	\$ 75.00	Tony Ecklund	Planning Commission meeting				\$ 75.00	
6/3/2020	7627	\$ 75.00	Dennls Jensen	Planning Commission meeting				\$ 75.00	
6/3/2020	7628	\$ 150.00	Daryl Klocke	Planning Commission meeting				\$ 150.00	
6/3/2020	7629	\$ 230.00	Scott Peterson	Planning Commission meeting				\$ 230.00	
6/3/2020	7630	\$ 200.00	Gary Stitt	Planning Commission meeting				\$ 200.00	
6/3/2020	7631	\$ 83.37	Ovid Jensen	mileage 1st half 2020	\$ 83.37				
6/3/2020	7632	\$ 23.00	Lee Johnsen	mileage 1st half 2020		\$ 23.00			
6/3/2020	7633	\$ 184.57	Anne Stitt	mileage 1st half 2020	\$ 184.57				
6/3/2020	7634	\$ 26.30	Laurie Jorgensen	ink for printer and mileage	\$ 26.30				
7/8/2020	7635	\$ 37.35	Northstar Media, Inc	meeting notice	\$ 37.35				
7/8/2020	7636	\$ 17,700.00	Roberts Excavating, LLC	graveling, grading, ditching Partridge Creek Road		\$ 17,700.00			
7/8/2020	7637	\$ 390.00	Sandstone Township	Koland Road Work		\$ 390.00			
8/5/2020	7638	\$ 45.65	Northstar Media, Inc	Plann commission meeting notice				\$ 45.65	
8/5/2020	7639	\$ 1,525.00	Jerry's Roadside Mowing, LLC	Roadside mowing		\$ 1,525.00			
8/31/2020	7640	\$ 381.89	Connie Ecklund	Election Judge	\$ 381.89				
8/31/2020	7641	\$ 355.73	Sharen Johnsen	Election Judge	\$ 355.73				
8/31/2020	7642	\$ 421.16	Anne Stitt	Election Judge	\$ 421.16				
8/31/2020	7643	\$ 452.24	Gary Stitt	Election Judge	\$ 452.24				
8/31/2020	7644	\$ 204.12	Michelle Gangl	Election Judge	\$ 204.12				

8/31/2020	7645	\$ 356.09	Ovid Jensen	Election Judge	\$ 356.09				
8/31/2020	7646	\$ 175.45	MichElaine Rippentrop	Election Judge	\$ 175.45				
8/31/2020	7647	\$ 157.50	Couri & Ruppe PLLP	Zoning correspondence with clerk				\$ 157.50	
8/31/2020	7648	\$ 51.88	Northstar Media, Inc	pub test election, planning commission meeting	\$ 51.88				
8/31/2020	7649	\$ 56.50	Sandstone Township	Koland Road Work		\$ 56.50			
8/31/2020	7650	\$ 1,404.00	MATIT	Liability Insurance	\$ 1,404.00				
8/31/2020	7651	\$ 175.95	Anne Stitt	mileage primary election	\$ 175.95				
8/31/2020	7652	\$ 879.00	Pine County Auditor-Treasurer	Assessment for commerical properties	\$ 879.00				
10/7/2020	7653	\$ 1,965.00	Roberts Excavating, LLC	Grading 15.5 h, 2loads rock hauled Bear Creek, Bound		\$ 1,965.00			
10/7/2020	7654	\$ 4,199.00	Cybert PC	5 laptops	\$ 4,199.00				
10/7/2020	7655	\$ 1,522.50	Couri & Ruppe PLLP	Zoning Legal				\$ 1,522.50	
10/7/2020	7656	\$ 24.90	Northstar Media, Inc	meeting notice	\$ 24.90				
10/7/2020	7657	\$ 100.00	Minnesota Power	Utilities				\$ 100.00	
11/4/2020	7658	\$ 285.00	Connle Ecklund	Election Judge	\$ 285.00				
11/4/2020	7659	\$ 249.34	Ovid Jensen	Time for COVID	\$ 249.34				
11/4/2020	7660	\$ 55.41	Laurie Jorgensen	Time for COVID	\$ 55.41				
11/4/2020	7661	\$ 285.00	MichElaine Rippentrop	Election Judge	\$ 285.00				
11/4/2020	7662	\$ 184.70	Anne Stitt	Time for COVID	\$ 184.70				
11/4/2020	7663	\$ 180.00	Michelle Gangl	Election Judge	\$ 180.00				
11/4/2020	7664	\$ 325.00	Ovid Jensen	Election Judge	\$ 325.00				
11/4/2020	7665	\$ 155.00	Sharen Johnsen	Election Judge	\$ 155.00				
11/4/2020	7666	\$ 315.00	Anne Stitt	Election Judge	\$ 315.00				
11/4/2020	7667	\$ 320.00	Gary Stitt	Election Judge	\$ 320.00				
11/4/2020	7668	\$ 4,500.00	Bethlehem Lutheran Church	CARE Act Donation for food program/comm dinners	\$ 4,500.00				
11/4/2020	7669	\$ 43.48	Anne Stitt	Covid supplies for election	\$ 43.48				
11/4/2020	7670	\$ 58.10	Northstar Media, Inc	Election Public Test notice	\$ 58.10				
11/4/2020	7671	\$ 134.08	Ovid Jensen	Meals reimbursement for election judges	\$ 134.08				
11/4/2020	7672	\$ 4,460.00	Roberts Excavating, LLC	33 hrs grading, culvert repl, load rock over Clark Rd		\$ 4,460.00			
11/4/2020	7673	\$ 139.73	Anne Stitt	Election mileage	\$ 139.73				
11/4/2020	7674	\$ 2,000.00	Bethlehem Lutheran Church	CARES Act Donation for food program/comm dinners	\$ 2,000.00				
11/4/2020	7675	\$ 1,285.93	Bruno Food Shelf	CARES Act Donation - Food Shelf	\$ 1,285.93				
11/4/2020	7676	\$ 1,285.93	Family Pathways	CARES Act Donation - Food Shelf	\$ 1,285.93				
11/13/2020	7677	\$ 149.90	Anne Stitt	Reimburse for Zoom Account	\$ 149.90				
11/13/2020	7678	\$ 350.10	Ovid Jensen	COVID 19 Prevention Supplies	\$ 350.10				
12/2/2020	7679	\$ 734.18	Ovid Jensen	Meetings, hourly time, payroll	\$ 734.18				
12/2/2020	7680	\$ 688.01	Lee Johnsen	Meetings, hourly time, payroll	\$ 688.01				
12/2/2020	7681	\$ 784.97	Laurie Jorgensen	Meetings, hourly time, payroll	\$ 784.97				
12/2/2020	7682	\$ 664.92	Matthew Klocke	Meetings, hourly time, payroll	\$ 664.92				
12/2/2020	7683	\$ 651.07	Kathlene Morris	Building permits, Zoning Administrator time				\$ 651.07	
12/2/2020	7684	\$ 1,537.63	Anne Stitt	Meetings, hourly time, payroll	\$ 1,537.63				
12/2/2020	7685	\$ 315.00	MATIT	Worker's Comp Premium	\$ 315.00				
12/2/2020	7686	\$ 375.00	Daryl Klocke	5 Planning Commission Meetings				\$ 375.00	
12/2/2020	7687	\$ 455.00	Scott Peterson	5 Planning Commission Meetings, 4 hours time				\$ 455.00	
12/2/2020	7688	\$ 225.00	Tony Ecklund	3 Planning Commission Meetings				\$ 225.00	
12/2/2020	7689	\$ 225.00	Dennis Jensen	3 Planning Commission Meetings				\$ 225.00	
12/2/2020	7690	\$ 455.00	Gary Stitt	5 Planning Commission Meetings, 4 hours time				\$ 455.00	
12/2/2020	7691	\$ 43.13	Ovid Jensen	Mileage	\$ 43.13				
12/2/2020	7692	\$ 23.00	Lee Johnsen	Mileage	\$ 23.00				
12/2/2020	7693	\$ 43.13	Matthew Klocke	Mileage	\$ 43.13				
12/2/2020	7694	\$ 55.49	Laurie Jorgensen	Ink for Printer, office supplies, postage and mileage	\$ 55.49				
12/2/2020	7695	\$ 299.49	Anne Stitt	Mileage, printer, poster	\$ 299.49				
12/2/2020	7696	\$ 28.18	Kathlene Morris	Mileage				\$ 28.18	
12/2/2020	7697	\$ 919.53	U.S. Treasury	Payroll taxes 4th quarter 2020	\$ 919.53				
12/2/2020	7698	\$ 7,010.00	Roberts Excavating, LLC	grading, snow plowing, sand, salt and brushing		\$ 7,010.00			

\$ 128,610.30

\$ 41,416.15 \$ 44,696.10 \$ 37,428.15 \$ 4,869.90 \$ 200.00

Town of Partridge

Board of Audit Report – Year ending December 31, 2020

Township Supervisors verified clerk and treasurer books match.

Township Supervisors verify claims and receipts at every meeting, so only a sampling of those documents are checked at this time.

Receipt Number	Verified By
932015	of mlc
932027	by mlc
932036	by mlc

Claim Number	Verified By
7650	of mlc
7697	by mlc
7613	by mlc

Claims 7589 to 7698 paid this year, Receipts 932010 to 932038 received this year. Ending balance by fund: General \$275.55, Road & Bridge \$198,333.34, Fire \$6,972.05, Zoning \$33,475.40, Building \$9,192.28, for an ending balance \$248,248.62.

Cash Basis Accounting Report and Statement of Indebtedness reports were also reviewed. Statements of Disbursements and Receipts and other budget reports were reviewed and the following levy recommendations for the Annual Board Meeting will be made:

Fund	Levy Amount
General	16,000.00
Road and Bridge	63,000.00
Fire Fund	36,000.00
Zoning	5,000.00
Building	1,000.00

Signatures:

Supervisor

[Signature] 2-3-21

Supervisor

[Signature] 2-3-21

Supervisor _____