

Monthly Board Meeting
PARTRIDGE TOWNSHIP
December 6, 2023

Chairman, Matt Klocke called the meeting to order at 7:00 p.m. Present were Matt Klocke, Scott Peterson, David Durham, Laurie Jorgensen and Anne Stitt. Pledge of Allegiance was recited. Minutes of the last Board Meeting read. Matt asked if any objections/corrections, Scott inquired about the receipts being \$225.97, should be \$3,225.97 with that change being stated, David made a motion to approve, second my Scott, motion carried 3-0, minutes approved as read. Treasurer's report was read. Beginning balance \$49,855.79, receipts totaled \$49,507.34 and disbursements of \$2240.00, for ending balance to \$97,123.13. Current CD balance is \$206,043.42, Clerk looked back and it appears the CD was purchase in 05/2023 and it is a 13 month. Matt asked if any objections/corrections, none being stated approved as presented. Claims to be paid tonight are 7895-7906, 7904 was a void. Clerk asked about Claim 7894, Treasurer thought it may have gotten missed when she put the claims in for printing.

Special Visitors:

- None

Public Comment:

- None

Old Business:

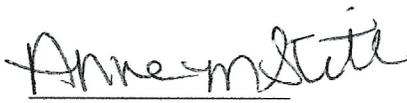
- Brad, Central Right of Way Services, completed the trimming of Cedar trees by Andermann's.
- Projects outstanding: Brushing is just about done, Elwell Road is looking like next year project, Culvert on Tamarack, And Clark not done yet and then there is clean up by homeowners' new culvert on Clark that is needing to be done.

New Business:

- Presidential Primary Election will be Tuesday 3/5/2024, current judges need an additional hour of training that has to be completed prior to working the Election. This will be an all-day election.
- Township Election is Tuesday March 12 5 to 8 pm, Clerk and Supervisor are up for Election. Supervisor is Matt Klocke. Clerk posted the notice of filing here on the bulletin board tonight. It will be published in the newspaper for 12/14 & 12/21. Filing opens 1/2/2021 and closes 1/16/2024.
- Planning Commission meeting 12/13 at 6:00 p.m. David, Zoning Administrator wanted to discuss possible changes prior to the upcoming building season. Clerk did post that there will be a possible quorum of Supervisors as we were hoping all could attend as well. Scott has a previous conflict and cannot make this meeting.

Meeting adjourned by Chairman, Matt at 7:53 P.M.

Respectfully submitted by,


Anne Stitt, Clerk


Matt Klocke, Chairman

Town of Partridge

Board of Audit Report – Year ending December 31, 2023

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
932099	DMD SP MK
932115	DMD SP MK
932106	DMD SP MK

Claim Number	Verified By
7859	DMD SP MK
7889	DMD SP MK
7850	DMD SP MK

Adj CK#
7884 & 7889

Claims 7843 to 7906 paid this year, Receipts 932098 to 932133 received this year. Ending balance by fund: General \$62,643.71, Road & Bridge \$154,029.15, Fire \$29,586.94, Zoning \$27,586.94, Building \$12,696.87, for an ending balance \$285,981.86.

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	\$ 30,000
Road and Bridge	\$ 125,000
Fire Fund	\$ 34,000
Zoning	\$ 5,500
Building	\$ 0
	\$ 194,500

Signatures:

Supervisor *D. M. D. L.*
 Supervisor *Scott*
 Supervisor *Matt*

Date 2/7/2024

Funds	Clerk's Beginning		Total Receipts,		Investment		Clerk's Balance at end of Year
	Balance	Receipts	Transfers and Balance	Disbursements	Balance	Transfers	
General	\$ 66,655.28	\$ 19,804.65	\$ 86,459.93	\$ (73,816.22)	\$ 50,000.00		\$ 62,643.71
Road & Bridge	\$ 219,105.66	\$ 88,984.86	\$ 308,090.52	\$ (320,441.29)	\$ 150,000.00	\$ 16,379.92	\$ 154,029.15
Fire	\$ 17,778.71	\$ 43,019.23	\$ 60,797.94	\$ (31,211.00)			\$ 29,586.94
Zoning	\$ 36,293.80	\$ 7,331.31	\$ 43,625.11	\$ (220.00)		\$ (16,379.92)	\$ 27,025.19
Building	\$ 11,351.30	\$ 1,346.33	\$ 12,697.63	\$ (0.76)			\$ 12,696.87
Grand Total	\$ 351,184.75	\$ 160,486.38	\$ 511,671.13	\$ (425,689.27)	\$ 200,000.00	\$ -	\$ 285,981.86

Receipt #	Amount	From Whom	For What	General 100	Road & Bridge 201	Fire 225	Zoning 204	Building 205
932098	\$ 4.00	Jorgensen/Wieczorek	filing fees	\$ 4.00				
932099	\$ 1,564.08	Pine County	Dec RPS Settlement	\$ 203.33	\$ 813.33	\$ 469.22	\$ 62.56	\$ 15.64
932100	\$ 29.62	Northview Bank	Interest	\$ 29.62				
932101	\$ 13.04	Northview Bank	Interest	\$ 13.04				
932102	\$ 17,658.00	Pine County	Gas Tax Distribution		\$ 17,658.00			
932103	\$ 100.00	Reitsma	Land Use Permit				\$ 100.00	
932104	\$ 9.03	Northview Bank	Interest	\$ 9.03				
932105	\$ 1.00	City of Askov	Town Hall purchase					\$ 1.00
932106	\$ 100.00	Ellen Lundberg	Land Use Permit				\$ 100.00	
932107	\$ 8.61	Northview Bank	Interest	\$ 8.61				
	\$ 1,950.68	Northview Bank	CD Interest	\$ 650.16	\$ 1,300.52			
932108	\$ 100.00	Ann Pilego	Land Use Permit				\$ 100.00	
932109	\$ 200.00	Durhelm, Fedder	Land Use Permit				\$ 200.00	
932110	\$ 8.68	Northview Bank	Interest	\$ 8.68				
932111	\$ 100.00	Bill & Kris Rote	Land Use Permit				\$ 100.00	
932112	\$ 186.00	MN Assoc of Townships	Cancellation of Town Hall ins	\$ 186.00				
932113	\$ 108.11	Pine County	Forfeited Land Dist (2022 taxes)	\$ 14.05	\$ 54.06	\$ 34.59	\$ 4.33	\$ 1.08
932114	\$ 74,832.80	Pine County	RPS Tax Settlement	\$ 9,728.26	\$ 37,416.40	\$ 23,946.50	\$ 2,993.31	\$ 748.33
932115	\$ 5.63	Northview Bank	Interest	\$ 5.63				
932116	\$ 150.00	Eiffler, Loew	Land Use Permit				\$ 150.00	\$ -
	\$ 0.02	error 932113 ck not recorded correctly		\$ 0.02				
932117	\$ 100.00	Justin & Amy Nos	Land Use Permit				\$ 100.00	
932118	\$ 1,662.00	MMB - State	Ag credit	\$ 216.06	\$ 831.00	\$ 531.84	\$ 66.48	\$ 16.62
932119	\$ 12.19	Northview Bank	Interest	\$ 12.19				
	\$ 2,036.11	Northview Bank	CD Interest	\$ 678.64	\$ 1,357.47			
932120	\$ 201.12	Pine County	PLT Distribution	\$ 26.14	100.56	64.37	\$ 8.04	2.01
932121	\$ 50.00	Scott & Deb Uhrich	Driveway Permit				\$ 50.00	
932122	\$ 10.85	Northview Bank	Interest	\$ 10.85				
932123	\$ 5.27	Northview Bank	Interest	\$ 5.27				
932124	\$ 400.00	Fedder	Penalty on Land Use Permit				\$ 400.00	
932125	\$ 2,823.94	MMB - State	Ag & Market Value Credit	\$ 367.11	\$ 1,411.97	\$ 903.66	\$ 112.96	\$ 28.24
932126	\$ 2.03	Northview Bank	Interest	\$ 2.03				
932127	\$ 50.00	Justin & Amy Nos	Driveway Permit				\$ 50.00	
932128	\$ 500.00	Memorial Drive Fellowship	Land Use Permit				\$ 500.00	
932129	\$ 100.00	Becker Angus	Land Use Permit				\$ 100.00	
	\$ 2,056.63	Northview Bank	CD Interest	\$ 685.47	\$ 1,371.16			
932130	\$ 48,854.84	Pine County	RPS & MH Tax Settlement	\$ 6,351.13	\$ 24,427.42	\$ 15,633.55	\$ 1,954.19	\$ 488.55
932131	\$ 2.50	Northview Bank	Interest	\$ 2.50				
932132	\$ 4,485.94	State of MN	Town Aide	\$ 583.17	\$ 2,242.97	\$ 1,435.50	\$ 179.44	\$ 44.86
932133	\$ 3.66	Northview Bank	Interest	\$ 3.66				
	\$ 160,486.38			\$ 19,804.65	\$ 88,984.86	\$ 43,019.23	\$ 7,331.31	\$ 1,346.33

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Date	Claim #	Amount	Paid to Whom	For What	General	Road & Bridge	Fire	Zoning	Building
1/4/2023	7843	\$ 59.67	Northstar Media, Inc	Notice of filings	\$ 59.67				
1/4/2023	7844	\$ 9,535.00	Roberts Excavating, LLC	Brushing, Snow, Ice Removal		\$ 9,535.00			
2/1/2023	7845	\$ 598.55	Pine City Assoc of Townships	Pine Co and MN Dues	\$ 598.55				
2/1/2023	7846	\$ 147.27	Pine County Auditor-Treasurer	Truth In taxation payable for 2023 notice	\$ 147.27				
2/1/2023	7847	\$ 8,830.00	Roberts Excavating, LLC	snow, ice removal		\$ 8,830.00			
2/1/2023	7848	\$ 5.00	Pine County Treasurer	Fee to assess one property	\$ 5.00				
2/6/2023	----	\$ 200,000.00	CERT OF DEPOSIT PURCHASE	CERT OF DEPOSIT PURCHASE					
3/1/2023	7849	\$ 1,439.00	MN Assoc of Twnship	Ins Premium for Twnshp Liability	\$ 50,000.00	\$ 150,000.00			
3/1/2023	7850	\$ 405.00	MN Benefit Assoc	Township Grp Life Ins Premium	\$ 1,439.00				
3/1/2023	7851	\$ 0.76	MN Power	Final Utilities for Town Hall	\$ 405.00				0.76
3/1/2023	7852	\$ 31,211.00	City of Askov	Fire Contract		\$ 31,211.00			
3/1/2023	7853	\$ 6,790.00	Roberts Excavating, LLC	snow, ice removal		\$ 6,790.00			
4/5/2023	7854	\$ 75.00	Connie Ecklund	Election Judge	\$ 75.00				
4/5/2023	7855	\$ 70.00	Sharen Johnsen	Election Judge	\$ 70.00				
4/5/2023	7856	\$ 145.00	Anne Stitt	Election Judge	\$ 145.00				
4/5/2023	7857	\$ 196.35	Northstar Media, Inc	Assessments for 2024	\$ 196.35				
4/5/2023	7858	\$ 7,565.00	Roberts Excavating, LLC	snow, ice removal		\$ 7,565.00			
4/5/2023	7859	\$ 75.00	Gary Stitt	Annual Meeting Moderator	\$ 75.00				
4/5/2023	7860	\$ -	VOID	VOID					
4/5/2023	7861	\$ 91.70	Anne Stitt	Election mileage	\$ 91.70				
4/5/2023	7862	\$ -	VOID	VOID					
4/5/2023	7863	\$ 385.00	Aspire, Inc	Website, domain to 3/24/204	\$ 385.00				
4/5/2023	7864	\$ 872.71	Ovid Jensen	meeting dates notice	\$ 872.71				
5/2/2023	7865	\$ 70.13	Northstar Media, Inc	Spring Shortcourse - Laurie Jorgensen	\$ 70.13				
5/2/2023	7866	\$ 75.00	MAT	grading and shouldering roads	\$ 75.00				
6/7/2023	7867	\$ 11,400.00	Roberts Excavating, LLC	postage, ink, mileage reimbursement		\$ 11,400.00			
6/7/2023	7868	\$ 77.56	Laurie Jorgensen	Mileage	\$ 77.56				
6/7/2023	7869	\$ 72.05	Matt Klocke	P/C Time - permits	\$ 72.05				
6/7/2023	7870	\$ 65.00	Tony Ecklund	P/C Time - permits	\$ 65.00				
6/7/2023	7871	\$ 155.00	Gary Stitt	Printer, postage, cable, cake for Ovid, mileage			\$ 155.00		
6/7/2023	7872	\$ 183.02	Anne Stitt	VOID	\$ 183.02				
6/7/2023	7873	\$ -	VOID	VOID					
6/7/2023	7874	\$ 1,191.31	Laurie Jorgensen	meetings/hourly salary	\$ 1,191.31				
6/7/2023	7875	\$ 1,366.78	Matt Klocke	meetings/hourly time	\$ 1,366.78				
6/7/2023	7876	\$ 489.45	Scott Peterson	meetings/hourly time	\$ 489.45				
6/7/2023	7877	\$ 2,128.67	Anne Stitt	meetings/hourly salary	\$ 2,128.67				
6/7/2023	7878	\$ -	VOID	VOID					
6/7/2023	7879	\$ 1,648.45	David Durheim	meetings/hourly time	\$ 1,648.45				
6/7/2023	7880	\$ 1,275.26	U.S. Treasury	payroll taxes 2nd Quarter 2023	\$ 1,275.26				
7/5/2023	7881	\$ 200.00	City of Askov	Donation to National Night Out	\$ 200.00				
7/5/2023	7882	\$ 11,880.88	North Pine Aggregate	Gravel 653.95 ton, 743.80 tons		\$ 11,880.88			
7/5/2023	7883	\$ 12,720.00	Roberts Excavating, LLC	hauling gravel, grading, brushing		\$ 12,720.00			
9/6/2023	7884	\$ 11,276.11	North Pine Aggregate	Gravel 1326.6 tons		\$ 11,276.11			
8/2/2023	7885	\$ 7,640.00	Roberts Excavating, LLC	brush cutting		\$ 7,640.00			
8/2/2023	7886	\$ 3,879.00	Pine County Assessor	2023 property assessments	\$ 3,879.00				
8/2/2023	7887	\$ -	VOID	VOID					
8/2/2023	7888	\$ 1,512.00	Central Right of Way Services	roadside mowing		\$ 1,512.00			

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Date	Claim #	Amount	Paid to Whom	For What	General	Road & Bridge	Fire	Zoning	Building
9/6/2023	7897	\$ 13,972.30	North Pine Aggregate	Gravel 1643.8 tons		\$ 13,972.30			
9/6/2023	7890	\$ 30,500.00	Central Right of Way Services	Storm damage clean up		\$ 30,500.00			
9/6/2023	7891	\$ 16,620.00	Roberts Excavating, LLC	Grading, Gravel hauling, road improvements		\$ 16,620.00			
10/4/2023	7892	\$ 2,880.00	Roberts Excavating, LLC	Grading		\$ 2,880.00			
11/1/2023	7893	\$ 2,240.00	Roberts Excavating, LLC	Brushing Partridge Creek		\$ 2,240.00			
12/6/2023	7895	\$ 2,200.00	Daymark Designs, LLC	website build/design/down payment	\$ 2,200.00				
12/6/2023	7896	\$ 42.08	Northstar Media, Inc	Zoning meeting notice	\$ 42.08				
12/6/2023	7897	\$ 15,080.00	Roberts Excavating, LLC	Brushing on roadways and grading		\$ 15,080.00			
12/6/2023	7898	\$ 28.65	Laurie Jorgensen	postage, ink, mileage reimbursement	\$ 28.65				
12/6/2023	7899	\$ 292.07	Anne Stitt	printer supplies, postage, zoom fee, mileage	\$ 292.07				
12/6/2023	7900	\$ 572.99	U.S. Treasury	payroll taxes 2nd half 2023	\$ 572.99				
12/6/2023	7901	\$ 609.51	David Durheim	meetings/extra time permits	\$ 609.51				
12/6/2023	7902	\$ 614.13	Laurie Jorgensen	meetings/extra time/salary	\$ 614.13				
12/6/2023	7903	\$ 544.86	Matt Klocke	meetings/extra time	\$ 544.86				
12/6/2023	7904	\$ 507.92	Scott Peterson	meetings/extra time	\$ 507.92				
12/6/2023	7905	\$ -	VOID	VOID	\$ -				
12/6/2023	7906	\$ 1,182.08	Anne Stitt	meetings/extra time/salary	\$ 1,182.08				
		\$ 425,689.27			\$ 73,816.22	\$ 320,441.29	\$ 31,211.00	\$ 220.00	\$ 0.76