

MINUTES OF THE REGULAR MEETING OF TURTLE RIVER TOWNSHIP BOARD OF SUPERVISORS, THURSDAY, JULY 11, 2019 7:00 p.m., COMMUNITY CENTER

Board members present: Bryan Campbell, Sam Christenson, Marie Kistler, Donna Zelinsky, and Tanya Hanson.

Citizens present: Jan Johnson, Luella Lindseth, Scott Erickson, David Kloha, Larry Krantz, Abby & Jerry Fiat, Doug & Candy Schultz, Diane Plath, Gerry & Nancy Schiltz, Teresa Solberg, and Fred & Pat Pick.

Chairman Sam Christenson called the meeting to order at 7:00 p.m.

CONSENT AGENDA:

Bryan Campbell made a motion to approve the following: The May and June, 2019 regular town board meeting minutes, the May and June, 2019 Treasurers report, and the 2019 road review. Marie Kistler seconded the motion. Motion carried 3-0.

ITEMS FOR INDIVIDUAL ACTION:

A. ZONING:

1. Bryan Campbell made a motion to approve the following:
 - a. The July 2019 Planning and Zoning report
 - b. To approve building permits for Jason & Teresa Solberg, and John Mathweg,
 - c. To appoint Rita Chamblin to the zoning committee

The motion was seconded by Marie Kistler. Motion carried 3-0.

2. Murray Surveying presented a survey to split off 1.23 acres (Tract A) from Parcel ID 48.00574.00, property owner Mark Lunseth. Copies of the survey and legal description were provided. Marie Kistler made a motion the town board does not object to the splitting off 1.23 acres (Tract A) from Parcel ID 48.00574.00. Bryan Campbell seconded. Motion carried 3-0.

Murray Surveying presented a survey on behalf of Steven Gruber, to split off approximately 13,760 square feet, including a garage, in the south end of his property identified in the tax system as Parcel No. 480002901. The property will be sold to Daniel Schaubhut who owns the adjacent property identified in the tax system as Parcel No. 480070800. Marie Kistler made a motion to split from Parcel ID 480002901, Sam Christenson seconded. Motion carried 3-0.

B. ADMINISTRATION:

1. Sam Christenson made a motion to switch to Marketing Factory Group to host the township website. The motion was seconded by Bryan Campbell. Motion carried 3-0.

2. An animal control ordinance was discussed at length. Bryan Campbell will attend the B.R.A.C.O. meeting on July 24th, and report his findings at the August meeting.

3. Marie Kistler made a motion to increase the mowing wage to \$75 per mowing, seconded by Bryan Campbell. Motion carried 3-0.

4. Bryan Campbell made a motion to switch to printing checks, seconded by Sam Christenson. Motion carried 3-0.

5. Bryan Campbell made the following motion: I move to submit the question to adopt Option B to the electors, which would change the township government to allow the board to appoint a treasurer. The motion was seconded by Marie Kistler. Motion carried 3-0.

6. Sam Christenson made the following motion: I make a motion to allow the clerk and treasurer to move all funds from the Homestead Credit Aid and Debt Service for Special Issues into the General fund, and close the two empty funds.

7. Sam Christenson made a motion, appointing Jeremy Hanson as the town clerks assistant. Bryan Campbell seconded the motion. Motion carried 3-0.

8. Bryan Campbell made the following resolution:

**RESOLUTION ADOPTING THE MINNESOTA TOWNSHIPS GENERAL RECORDS
RETENTION SCHEDULE**

WHEREAS, the town has possession of, and continues to receive, a wide range of records in the normal course of conducting the town's business;

WHEREAS, the retention of records in the town's possession are regulated by Minn. Stat. § 138.17, which prohibits the destruction of records unless the town has adopted the records retention schedule and destroys the records according to the procedures and schedule mandated by the statute; and

WHEREAS, the town board desires to comply with the requirements of the records retention law and to manage the town's records in an efficient and appropriate way, including being able to destroy records that no longer need to be retained under the schedule;

NOW, THEREFORE, BE IT RESOLVED, that the town board of Turtle River Township, Beltrami County, Minnesota hereby adopts the Minnesota Township General Records Retention Schedule for the management and destruction of the records in the town's possession; and

BE IT FINALLY RESOLVED, that the town board will send notice of its decision to adopt the schedule to the Government Records Archivist at the Minnesota Historical Society on the form provided for such notification.

Marie Kistler seconded the motion. Motion carried 3-0.

9. Sam Christenson made a motion to move the August 8, 2019 meeting to Thursday, August 15, 2019. The motion was seconded by Marie Kistler. Motion carried 3-0.

C. READING OF BILLS AND CLAIMS: Bills and claims #9950 to #9971 were presented for approval and payment in the amount of \$4841.15. Bryan Campbell made a motion, seconded by Marie Kistler, to pay the bills. Motion carried 3-0.

Meeting adjourned by Sam Christenson at 8:40 p.m.

Respectfully submitted,

Sam Christenson, Chairman

Tanya Hanson, Clerk