

TURTLE RIVER TOWNSHIP
BELTRAMI COUNTY, MINNESOTA
March 10, 2022
BOARD OF SUPERVISORS REGULAR TOWN BOARD MEETING
7:00 p.m.
AGENDA

Call Meeting to Order
Citizen's Input

CONSENT AGENDA

- I. Town Board
 - A. February Regular Town Board Meeting Minutes
 - B. February Treasurers Report
 - C. Board of Audit Minutes

II. Bills and Claims

ITEMS FOR INDIVIDUAL DISCUSSION

- I. Zoning
 - A. Planning and Zoning Ordinance
 - B. New county pit CUP request
 - C. The Zoning Committee would like to recommend that Kent Porter fill the empty Zoning Committee seat.
- II. Administrative Items
 - A. Approve township levies for 2022
 - B. Resolution to transfer funds
 - C. Concordia Town Hall Rental
 - D. Follow up
 - 1. Solid Waste and Nuisance Ordinance
- III. Roads
 - A. Howling Wolf Road possible resolution update
 - B. Road Plan

IV. Correspondence

V. Upcoming Meetings and Other Dates:

Tuesday, March 15, 2022; SUPERVISOR SPRING SHORT COURSES; 8 a.m.-12:30 p.m.; Zoom
Wednesday, March 16, 2022; CLERK/TREASURER SPRING SHORT COURSES; 8 a.m.-12:30 p.m.
Thursday, April 7, 2022; PLANNING AND ZONING MEETING; 7:00 p.m.; Town Hall
Thursday, April 14, 2022; TOWN BOARD MEETING; 7:00 p.m.; Town Hall

Adjournment

**MINUTES OF THE REGULAR MEETING OF
TURTLE RIVER TOWNSHIP BOARD OF SUPERVISORS
THURSDAY, FEBRUARY 10, 2022 7:00 pm VIA ZOOM**

Board Members Present: Sam Christenson, Marie Kistler, Craig Forte via zoom, Donna Zelinsky, Tanya Hanson Kevin Williamson (arrived late at 7:35), Bryan Campbell via zoom.

Citizens Present: Karin Snortland, David Kloha, Jan Johnson via Zoom, and Larry Krantz via Zoom.

Chairman Marie Kistler called the meeting to order at 7:00 pm

Bob Seado (Beltrami County) shared about the Lakes Concrete Pit property. The county is going to acquire the property for a road expansion, and in the process remove some trees which were acting as a buffer around the pit. The county is wondering if they would be required to replace the trees in order to stay in compliance with the Conditional Use Permit in place. The board decided that they would need to replace the trees in order to stay compliant.

CONSENT AGENDA:

Bryan Campbell, made a motion to approve the consent agenda as follows:

- A. January Regular Town Board Meeting Minutes
- B. January Treasurers Report- For January 2022 Receipts totaled \$12,566.08 and disbursements were \$8,264.27. The township bank statement balance totaled \$333,038.61. Bills and Claims #10679 to #10690 were presented for approval and payment in the amount of \$8,264.27.
- C. January 7, 2022 Work Session Minutes, with Jason Hill. Larry Krantz pointed out an error on the January minutes, that the meeting dates should state every second Thursday, not "Tuesday".

Seconded by Craig Forte. Motion carried 4-0. (Kevin Williamson absent)

ITEMS FOR INDIVIDUAL DISCUSSION:

I. Zoning

- A. The county submitted a new conditional use permit. It was discussed, along with the current permit that needs to have a conditional use permit. No decisions were made.

II. Administrative Items

- A. Bryan Campbell made the motion to accept Baker Heating's bid to replace the furnace. The motion was seconded by Sam Christenson. All ayes, motion carried 5-0.
- B. Sam Christenson gave the fire report from the Bemidji Rural Fire Association.
- C. Sam Christenson made a motion to move the Board of Audit meeting from February 17th to the February 24, 2022. Kevin Williamson seconded the motion. Motion carried 5-0.
- D. Sam Christenson made a motion to pay election judges for the time traveled for elections, and eliminate paying for mileage traveled for the election. Bryan Campbell seconded the motion. Motion carried 5-0.

Meeting adjourned at 8:02 PM.

Respectfully submitted,

Marie Kistler, Chair

Tanya Hanson, Clerk

Turtle River Township

Cash Control Statement

3/2/2022

For the Period: 2/1/2022 To 2/28/2022

<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	\$70,467.27	\$5,873.81	\$9,432.92	\$66,908.16	\$0.00	\$6,472.32	\$73,380.48
Road and Bridge	\$117,015.00	\$29,883.12	\$8,413.86	\$138,484.26	\$0.00	\$0.00	\$138,484.26
Fire	\$126,025.01	\$8.35	\$8.35	\$126,025.01	\$0.00	\$0.00	\$126,025.01
Cemetery	\$1,613.16	\$0.00	\$0.00	\$1,613.16	\$0.00	\$0.00	\$1,613.16
Zoning	(\$447.55)	\$0.00	\$146.83	(\$594.38)	\$0.00	\$0.00	(\$594.38)
Debt Service for Special Issues (e.g. State Aid Streets)	\$18,282.61	\$0.00	\$0.00	\$18,282.61	\$0.00	\$0.00	\$18,282.61
Total	\$332,955.50	\$35,765.28	\$18,001.96	\$350,718.82	\$0.00	\$6,472.32	\$357,191.14

_____	_____	_____
Bryan B Campbell	Town Supervisor	Date
_____	_____	_____
Craig Forte	Town Supervisor	Date
_____	_____	_____
Kevin Williamson	Town Supervisor	Date
_____	_____	_____
Marie J Kistler	Chair, Town Supervisor	Date
_____	_____	_____
Samuel R Christenson	Town Supervisor	Date

BOARD OF AUDIT REPORT

TURTLE RIVER TOWNSHIP, THURSDAY, FEBRUARY 24, 2022, 7:00 P.M.,

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

Citizens Present: Karin Snortland, and Jan Johnson

Township Supervisors verify claims and receipts at every meeting, so only a sampling needs to be verified at the Board of Audit.

The treasurers and clerks financial books for the calendar year ending December 31, 2021 were presented for review, audit, and signature. Records reconcile and the following sampling was verified as accurate in the financial books:

Receipt #406205 in the amount of \$250.00
Receipt #406218 in the amount of \$59.00
Receipt #406337 in the amount of \$153,930.91

Invoice #10567 in the amount of \$670.00
Invoice #10425 in the amount of \$45.00
Invoice #IAD6/4 in the amount of \$5.95
Invoice #10587 in the amount of \$2550.00

Sam Christenson made a motion to approve the audit, seconded by Bryan Campbell. Motion carried.

Levies for the year 2023 were discussed The following levy amounts will be recommended to residents at the annual meeting in March.

General Fund- \$75,000
Road & Bridge Fund- \$124,000
Fire Fund- \$85,900
Zoning fund- \$6,500
Cemetery Fund- \$1000

Total recommended levy for 2023 is \$292,400

Meeting adjourned at 6:30pm

Respectfully submitted,

Tanya Hanson, Clerk

Minutes of the Regular Turtle River Township Zoning Board Meeting March 3, 2022

Members Present: David Kloha, Ann Nistler, Jan Johnson, Rita Chamblin

Others Attending: Larry Krantz, Kent Porter

David Kloha called the meeting to order at 7:00 pm and called for the reading of the November 9, 2021 Zoning Board meeting minutes. Rita Chamblin made a motion to accept the minutes, seconded by Ann Nistler. Carried.

David Kloha indicated there were no new land use permit applications received in the last month.

Kent Porter attended the meeting and is interested in being appointed to the Zoning Board for a three year term. He has a residence on Lamon Road, retired from the military and he and his wife attended Bemidji State University. Jan Johnson made a motion to recommend his appointment to the Zoning Board, seconded by Rita Chamblin. Carried. Dave Kloha also needs reappointment to the Zoning Board for a three year term. Rita Chamblin indicated she will not seek reappointment when her term expires in March of 2023. Dave would like to get Zoning Board members involved in visiting building sites, etc. for new land use permit applications.

Dave Kloha sent the final draft of the new Ordinance to Tanya Hanson for distribution to the Board and Zoning Board members. Not everyone has received the draft and Dave will contact Tanya about resending it. The attorney wanted everyone to review it prior to the meeting with citizens, the date for which has not been yet determined. The attorney will attend that meeting.

The packet of forms Dave emailed the Board was reviewed. One form discussed was "An Ordinance Adopting A Fee Schedule for Turtle River Township". On page 2 of that document, the Zoning Board is suggesting a change to the fee for Conditional Use Permit from \$250 to \$300. The fee for an Interim Use Permit may need to be changed from \$250 depending further review of IUP requirements for public hearings. The fee for Zoning Ordinance Amendment should be changed from \$250 to \$500. The Lot Line Adjustment fee should be eliminated. David Kloha will ask the Board of Supervisors for their advice on the escrow amount for Minor Subdivisions. The fee for Major Subdivision/Plat should be raised from \$500 to \$1000 and the escrow amount from \$2,500 to \$5,000. Most of these fee changes are due to the complexity of the items and involvement of public hearings, etc. It was also decided to keep our current Land Use Permit Application for routine land use/building permits and perhaps modify the "Zoning and Subdivision Application" to be used more for all of the other categories listed on the form.

The Board then discussed the Conditional Use Permit Application submitted by Beltrami County for excavation of mineral material in the SE ¼ of SW ¼, NE of SW, NW of SE in Section 17, T147N, R32W. This application was presented to be a Mining Plan for "Granular Borrow" Pit. The information presented by Beltrami County is vague and much more information is needed to make any recommendations beyond all of the requirements set forth for other gravel pits in the township. Ann Nistler and Jan Johnson will forward their lists of questions and need for clarifications to Dave, along with his own, to present to the Board of Supervisors on March 10, 2022.

Jan Johnson read the Building Permit Log from Beltrami County for Shoreland Development. There were no Sanitary Permits issued. (1) Building Permit for alteration to a single family dwelling with construction of a 12 x

24 addition to home and a 8 x 36 foot porch addition, Parcel 48.00730.00 (Long Lake) for Robert O'Neill. (2) Building Permit for construction of a new storage building 56 x 64 for \$60,000 , Parcel 48.00029.00 (Turtle River Lake) for George Mitchell. (3) Building Permit for construction of a 16 x 16 bunk house addition and 12 x 32 covered porch addition to existing seasonal hunting cabin for \$3,500 for Devon Bunker, Parcel 48.00035.01 (Moose Lake).

Jan Johnson made a motion to adjourn the meeting at 8:35 pm, seconded by Ann Nistler. Carried.

Jan Johnson, Secretary