

TURTLE RIVER TOWNSHIP, BELTRAMI COUNTY, MINNESOTA
BOARD OF SUPERVISORS REGULAR TOWN BOARD MEETING

September 8, 2022 at 7:00 p.m.

AGENDA

Call Meeting to Order

Citizen Input

CONSENT AGENDA

I. Town Board

- A. August Regular Town Board Meeting Minutes
- B. August Treasurers Report
- C. September Zoning Meeting Minutes
- D. Zach & Kaitlin Graham Land Use Permit Application

II. Bills and Claims

ITEMS FOR INDIVIDUAL DISCUSSION

I. Zoning

- A.

II. Administrative Items

- A. Please turn in claim forms monthly- due to government reporting
- B. Tree Removal
- C. Follow up
 - 1. Davis Lane County Pit IUP
 - 2. Big Bass Billing- Sam contact County Board
 - 3. Floors Buffed/Waxed- Craig Asbestos Update
 - 4. Landscaping- Craig Update
 - 5. County Pit (Jacob's Pit) off of Kylen
 - 6. Pincherry Project
 - 7. Frohn Township winter plowing- Donna update

D. Completed-

- 1. Stenciling on cones

E. In progress

- 1. Library Kiosk Trim
- 2. Blinds

III. Roads

- A. Gravel- Class 5 tests- Bryan

IV. Correspondence

V. Upcoming Meetings and Other Dates:

Thursday, October 6, 2022; PLANNING AND ZONING MEETING; 9:00 a.m.

Monday, October 10, 2022; COLUMBUS DAY, Legal Holiday. No public business can be done except by necessity.

Thursday, October 13, 2022; TOWN BOARD MEETING; 7:00 p.m.

Adjournment

**MINUTES OF THE REGULAR MEETING OF
TURTLE RIVER TOWNSHIP BOARD OF SUPERVISORS
THURSDAY, August 11, 2022 7:00 pm**

Board Members Present: Sam Christenson, Marie Kistler, Donna Zelinsky, Craig Forte, Tanya Hanson, Bryan Campbell.

Board Member Absent: Kevin Williamson

Citizens Present: Ann Nistler, Jan Johnson, Karin Snortland, David Kloha, Rita Chamblin, Ben Shanahan, Troy & Dawn Parsons, Larry Krantz, Luella Lindseth, Gary Lindseth, Joe Sutherland (Widseth Smith and Nolting)

Chairman Kevin Williamson called the meeting to order at 7:00 pm

CITIZENS INPUT:

Ben Shanahan expressed concern about the increase of traffic and the amount of people speeding through Timber Ridge Dr. They are asking for signage, possibly speed limit signs 20 MPH.

Troy and Dawn Parsons are concerned about Pincherry and Little Bass Road, they are seeing increased fast traffic on the road. They are also frustrated about the 4-wheelers tearing up the roads. Concerned about the tight corner around Little Bass and Pincherry, they have had cars in their yard, even roll overs. Bryan Campbell will install speed limit signs as well as "No thru traffic" signs on Timber Ridge and Filbert.

CONSENT AGENDA:

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

A. July Regular Town Board Meeting Minutes

B. July Treasurers Report- For July Receipts totaled \$145,906.72 and disbursements were \$33,948.30. The township bank statement balance totaled \$373,598.60. Bills and Claims for the month August of #10812 to #10843 were presented for approval and payment in the amount of \$31,110.50.

C. August Zoning Meeting Minutes

D. Gary Lindseth Land Use Permit

Seconded by Craig Forte. Motion carried 4-0.

ITEMS FOR INDIVIDUAL DISCUSSION:

I. Joe Sutherland discussed the safety improvements on Pincherry Rd NE. Phase 1 has been completed (surveys, wetland research and preliminary design). WSN would like to get approval for Phase 2 which includes final design, wetland docs, construction plans, and bidding documents. Craig made a motion to approve Widseth Smith and Nolting to move to Phase 2, Bryan Campbell seconded the motion. Motion carried 4-0.

II. Zoning

A. Craig Forte made a motion to set a work session to work on the Zoning Ordinance for Wednesday, September 7, 2022 at 8:00 a.m., Marie Kistler seconded the motion. Motion carried 4-0.

B. The town clerk will send a Interim Use Permit to the county for the Davis gravel pit.

III. Administrative Items

A. Bryan Campbell made a motion to purchase 2 microsoft word programs for the clerk and zoning chairman's laptops. Craig Forte seconded the motion. Motion carried 4-0.

B. The board would like to have 2 more town hall keys made. One key would go to Kent Porter, the other key will be held by the clerk to act as a spare.

C. Bryan Campbell made a motion to accept the bid by Natures Edge to landscape around town hall. Marie Kistler seconded the motion. Motion carried 4-0.

D. Marie Kistler made a motion to purchase new blinds for town hall, motion seconded by Craig Forte. Motion carried 4-0.

E. Jan Johnson suggested that since the supervisors put in a lot of work for the township, that they would be able to use the town hall without having to pay the rental fee. Bryan Campbell made a motion to allow board officers and zoning and planning committee members use of town hall free of use, seconded by Craig Forte. Motion carried 4-0.

F. Sam Christenson made a motion to accept Lakes Concrete Class 5, provided that the Class 5 tests well. If it does not pass then we would accept Anderson Construction gravel. Marie Kistler seconded the motion. Motion carried 4-0.

IV. Correspondence was reviewed.

Sam Christenson adjourned the meeting at 8:35 p.m.

Respectfully submitted,

Sam Christenson, Chair

Tanya Hanson, Clerk

Minutes of the Regular Turtle River Township Zoning Board Meeting September 1, 2022

Members Present: David Kloha, Jan Johnson, Rita Chamblin, Kent Porter

Others Attending: Larry Krantz

Not Attending: Ann Nistler

David Kloha called the meeting to order at 8:00 AM and requested the reading of the August 4, 2022 Zoning Board meeting minutes. David noted that the date of the November meeting is November 3rd not November 4th. Kent Porter made a motion to accept the minutes, seconded by Rita Chamblin. Carried.

There were no new additional agenda items.

There will be a combined meeting of Zoning and the Board of Supervisors on September 7th to review the Zoning Ordinance for changes and discussion. The ordinance will be divided into five sections with each of the Supervisors given a section for review. Everyone should also focus on the extractive uses portion. Pages assigned to Zoning Board members are: Jan Johnson – pages 17 – 27, Rita Chamblin – pages 32 – 42, Kent Porter – pages 43 – 55, Larry Krantz – pages 56 – 65, Ann and David – pages 66 – 76. It was noted that if language involves a requirement or performance standard that is in the ordinance, it has to be in the CUP or IUP contract that is being requested. The contractor who wanted to change the hours of operation in the County Road 20 Project IUP did not come to the meeting to discuss any changes. Major construction on the County Road 20 Project is focused on the section from the State Park entrance to the Blue Ox Trail.

New Business:

(1) Land Use Permit Application for Zach and Kaitlin Graham, 10745 Birchmont Beach Road NE, Parcel 48.00249.00, was received and discussed. This permit request is for a frame 36 x 60 personal storage building at a cost of \$90,000. There will not be a second driveway made. David Kloha indicated the property has been surveyed and there are no setback or other issues involved. Rita Chamblin made a motion to approve the land use permit, seconded by Kent Porter. Carried. Permit No. 567.

David indicated he receives between 5 and 10 inquiry calls a month. Many inquiries involve questions that are shoreline related or other questions that do not require a township land use permit.

Jan Johnson indicated there was one shoreline building permit issued by Beltrami County in Turtle River Township during the month of August. The permit was issued to Jarod and Olha Finnely, 5205 Knollwood Drive NE, Parcel 48.00932.00 (Little Bass Lake), for construction of a new 2,966 square foot single family dwelling. There were two sanitary permits issued.

The next Zoning Meetings will be October 6 and November 3 at 9:00 AM.

Rita Chamblin made a motion to adjourn the meeting at 8:25 AM, seconded by Kent Porter. Carried.

Jan Johnson, Zoning Secretary

Turtle River Township

Cash Control Statement

9/2/2022

For the Period : 8/1/2022 To 8/31/2022

<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	\$84,777.92	\$2,125.85	\$17,235.79	\$69,667.98	\$0.00	\$69.26	\$69,737.24
Road and Bridge	\$151,859.00	\$57.82	\$13,384.81	\$138,532.01	\$0.00	\$0.00	\$138,532.01
Fire	\$131,833.47	\$23.13	\$0.00	\$131,856.60	\$0.00	\$0.00	\$131,856.60
Cemetery	\$2,288.16	\$0.00	\$0.00	\$2,288.16	\$0.00	\$0.00	\$2,288.16
Zoning	\$2,405.87	\$75.00	\$489.90	\$1,990.97	\$0.00	\$46.17	\$2,037.14
Debt Service for Special Issues (e.g. State Aid Streets)	\$8.45	\$0.00	\$0.00	\$8.45	\$0.00	\$0.00	\$8.45
Total	\$373,172.87	\$2,281.80	\$31,110.50	\$344,344.17	\$0.00	\$115.43	\$344,459.60

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

SPECIAL WORK SESSION REGARDING ORDINANCE REVIEW – SEPTEMBER 7, 2022

Attending: Zoning: David Kloha, Rita Chamblin, Ann Nistler, Jan Johnson, Larry Krantz
Board of Supervisors: Sam Christenson, Bryan Campbell, Kevin Williamson, Craig Forte,
Marie Kistler

David Kloha called the meeting to order at 8:00 AM. The purpose of the meeting was to review the Zoning Ordinance of April 6, 2022 to make any additions or changes. Each Zoning Board member and Board of Supervisors member had been given pages to review prior to the meeting and note any changes, deletions, or additions they felt the ordinance required. These meeting minutes along with attorney reviews will be presented to the Board of Supervisors for their review and final approval. Any final changes will be noted on the ordinance as “amended on (Date)” and will not require the ordinance to be reprinted.

Sam Christenson and Jan Johnson reviewed pages 17 – 27:

Page 26 – 6.5 (B) -- Remove the word “rental”
Move “occurs” up to the end of the sentence following “dwelling

Rita Chamblin and Bryan Campbell reviewed pages 32 – 42:

Page 33 – 8.5 (B) -- Remove the quote sign (“)

Kent Porter and Kevin Williamson reviewed pages 43 – 55:

Larry Krantz and Craig Forte reviewed pages 56 – 65:

No changes.

Ann Nistler and Marie Kistler reviewed pages 66 – 76:

No changes.

Everyone reviewed Article VIII Performance Standards. Anything in this section of the ordinance under Performance Standards must become part of a CUP or IUP that is granted. At this meeting we are able to modify, add, delete or amend any performance standard wordage.

Page 28: 8.1 (A) Add: (4) At least one annual permit review must be conducted prior to the beginning of each mining season or the beginning of the IUP or CUP.

The contract spokesperson will review mining operations at a Board of Supervisors meeting.

8.1 (B) (1) Add: The name and telephone number of the site supervisor for the property shall be provided.

	8.1 (B)(2)	Change to: A certified document giving the legal description of the property and acreage to be mined provided by the Beltrami County Recorder's Office.
	8.1 (B)(6)	Leave in "A reclamation plan." – Also add: "Reference Section 8.1.(D) Rehabilitation and Reclamation". Use company that has reclamation expertise and knowledge to complete inspections at the operation point.
Page 29	8.1 (C) (3)	Add: At the Board of Supervisors discretion, these hours of operation may be amended or modified. A variance may be required to change the hours of operation. The circumstances that warrant a change in hours must be documented in the IUP. David Kloha will talk with the attorney for specific contract language.
	8.1 (C) (8)	Add: Locked gates or barricades are required for public safety.
Page 30	8.1 (C) (13)	Add (13): At Board of Supervisors discretion an outside entity can be used for mining operation inspections during mining operations and during the reclamation process to ensure performance standards are being met. Dave will contact attorney for proper wordage.
Page 31	8.1 (D) (4) (d)	Add: Inspection fees incurred to be reimbursed by applicant or owner of the property. Davis Kloha will discuss with attorney for proper wordage.

Meeting adjourned at 9:35 AM.

Jan Johnson
Zoning Secretary