Woodland Township Monthly Meeting

Meeting Minutes

Woodland Township Hall, Montrose, MN

Monday, December 9, 2024

5:30 PM

Meeting Attendees: Chair Gene Janikula, Dan Domjahn, Barry Pawelk, Paula LaVigne and Julie Marquardt

The regular monthly meeting was called to order by the chair at 5:30 pm. The Pledge of Allegiance was said.

Approval of Agenda

The motion to approve the agenda was made. MMS Pawelk, Domjahn . Motion carried unanimously (MCU).

Approval of Minutes

A motion was made to approve the November 2024 Minutes. MMS Pawelk, Domjahn. MCU

A motion was made to approve the Special Recycling Meeting held on November 18, 2024. MMS Domjahn, Pawelk. MCU

Treasurer’s Report

LaVigne reported that $233,264.22 was received during the month of November. The approximate ending fund balance as of November 31, 2024, was $620,442.87. Woodland Township’s ending balance did not equal that of Citizens State Bank of Waverly. There was over a $200,000 discrepancy between the two. The Board requested the Treasurer, Clerk and Deputy Clerk Gloria Janikula to examine November and October’s statement to reconcile with the Bank. Chairman Janikula requested LaVigne to request a meeting with the President of Citizens State Bank in Waverly. The Board would like either a special meeting to be called or an email explaining the corrective actions that were done to reconcile. If a difference can’t be found, it was requested that representatives of the bank attend the January meeting. No motion was made to approve the Treasurer’s Report.

Claims

Claims in the amount of $38849.41 were presented to the Board. MMS Domjahn and Pawelk to approve the claims (copy of claims attached). MCU

Clerk Report

Special Assessments: Janikula asked the Clerk to send M. Kaczmarek and K. Moynagh an email asking for the status of itemized special assessments. Woodland Township supports itemized special assessments on resident’s property tax statement.

Special Assessments-Fire:

Howard Lake: $145.00

Montrose: $175.00

Watertown: $289.52

Waverly: $190.00

Winsted: $181.00

Recycling: $73.92

MMS by Domjahn and Pawelk to approve the 2025 special assessment pricing for both fire and recycling for Township residents. MCU.

Snow Plow Policy: Letters were sent to residents, and all were returned but one.

Emerson Avenue Culvert has been paid in full.

Culvert Grant Update: The Township received $45,411.00 with this grant from Wright County. The first phase was located east of the Woodland Cemetery. The total cost to the Township was $22,630.66. We were awarded $11,315.33. The second phase was 115th, Ditch #4 for $54,989.78; along with the Fillmore Avenue Culvert-$22,489.36. Woodland Township received $34,095.67 for the completion of this phase.

Candidate filings: in 2025 one Supervisor and the Treasurer are up for election. Candidate filings will open on December 31 and end January 14. The cost to fill is $2. I will be in the office on January 14 from 1-5 pm to accept the filing. This is required by law. Otherwise, candidates can contact me for availability.

MMS to approve the Clerk’s November Report. MCU

Committee Reports

No Committee Reports were presented. A reminder that Minnesota Association of Township’s Annual Conference is November 13 and 14.

Renewal of Conditional Use Permits

Adam & Rebecca Werner: Their permit was originally approved in December 2022. The Clerk reported on behalf of a neighbor. The neighbor contacted the Clerk on November 11, 2024 via phone call. The individual stated the Werners weren’t following their Conditional Use Permit. Due to the sensitivity of both parties involved the Township moved to turn the renewal over to Wright County Planning and Zoning. The neighbor’s concerns need to be addressed.

Old Business

Recycling Contract: Clerk will develop a mailer or letter to individuals who don’t recycle. They are paying for recycling, and it is mandatory that everyone pays to recycle. Republic should be able to provide a list of addresses that aren’t recycling currently or houses they don’t stop at. Also, any new building permit and also individuals moving into the Township should receive a letter encouraging them to recycle.

The clerk mentioned that she is working with Greater Communications on an updated recycling calendar. The Board would like to add recycling is a service ALL residents pay for. The board strongly recommends recycling.

The Board has been invited to tour the recycling plant in Minneapolis via Republic. The board agreed to this. The clerk will contact Matt Herman to set up dates for the Board to tour.

It was asked that the Clerk to look at four additional companies that Jacob Wagaman know that provide curbside recycling. The Board would like a bid for 1 year, 3 years and 5 years if possible. Republic has quoted $10.50/month per resident for 2025. The Board would like to see if Republic would draw up a three year contract and 5 year.

New Business

Assessor Contract with Wright County: MMS to continue using Wright County Assessor Office for 2026 and 2027 by Pawelk and Domjahn. MCU

Earned Sick and Safe Time: It was decided that we do not have to provide it to Hilgers due to front loading his Earned Sick and Safe Time. The Township provides 80 hours of vacation, which makes the township exempt.

Employee Report

**Blade:**

* Anti-freeze leak. It will take a couple of days to repair it.
* How long to keep the blade…If it will be for a couple of years, it needs better lights. Hilgers looked at B. Fritzke from Watertown Township and LED lights are needed. Zielgers quoted $640/light, $1,280 for the set. Hi/low beam on the cab are worthless currently. Tiger lights were suggested by Domjahn. Midwest Equipment in Howard Lake are between $100-150. Domjahn believes Zeiglers price point is out of line. K. Reinert (part-time maintenance) recommends doing it with the off market value.
* Front Lights, moldboard lights need to be replaced also.
* Hilgers and Reinert will make sure they are best and saftest the blade can be.

**Trucks: Ready** to go once it snows.

**Loader: Cutting** edge on loader hasn’t been flipped. Need bolts and will flip it.

**Pressure Washer: Ordered** parts

**New Mack Truck:**

* Mid to end of April will be delivered to Roseville, then off to Towmaster in Litchfield for 2 months.
* Want to be on site by the end of August with the new equipment ready to go
* Towmaster: Hilgers made changes. Wings push bar-removed hydralike level. It is a pull-out hitch pin-one less wire. Cab will be blue, square box not radius. Took off the fenders with a cost savings of $1,800.00
* Corner lights were added to the back of the box
* Mud flaps on the front axel
* Two-way antenna-to communicate between Mack Trucks.

**Pup Trailer**:

* It has been checked.

**Mower:** Trade in is Spring of 2025. We trade every two years. The current estimate is $19,000 for mower. It includes a 3-year warranty on the cutting board. Domjahn would like a trade in price.

Gravel Hauling 2025: A request will be sent to Bjorklund and one more for bid. In 2024 over 3,000 yards were hauled. 2025 will be more than 2024. A belly dup will be a requirement. Miller doesn’t have that, but instead Knife River.

Contract Crushing Gravel: Agreement will need to be sent to Steve Franciso to renew the contract. The Clerk will contact Franciso

Cutting Brush: Hilgers, Brabec, Reinert have been cutting brush.

With no other business before the Board the meeting was adjourned at 6:55 pm. MMS Pawelk, Domjahn. MCU

Respectfully submitted by,

Julie Marquardt

Clerk