

LeSauk Township Regular Meeting - Via Virtual GoToMeeting  
May 11, 2021

The regular meeting of the LeSauk Township Board of Supervisors was called to order by Chairman Dan Heim at 7:00 p.m. via electronically due to the COVID-19 virus pandemic.

**PRESENT:** Supervisors Dan Heim, Shawn Omann and Jeff Westerlund, Treasurer Vikki Dullinger were in attendance at their homes and Clerk Marlyce Plante was at the Town Hall, plus 2 interested parties joining the meeting virtually.

**AGENDA APPROVAL:** SUPV OMANN MOTIONED TO APPROVE THE AGENDA ADDING ALEX SVEJKOVSKY & BRIAN JOHNSTON TO OPEN FORUM, 17<sup>TH</sup> STREET CULVERT TO OLD BUSINESS, DAN & SUE HEIM DECK SITE PLAN TO BUSINESS FROM THE FLOOR, COVID 19 PREPAREDNESS PLAN, NORTHWEST ASSOCIATED CONSULTANTS AND SIGN ESTIMATE TO NEW BUSINESS, SECOND BY SUPV WESTERLUND, UPON ROLL CALL VOTE TAKEN:

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0.

#### **OPEN FORUM:**

**Alex Svejovsky – WJON News** – Clerk Plante introduced Mr. Svejovsky who covers local news in the Sartell area for WJON radio. He questioned what the Board's plans were now that the fire-town hall has been sold. Chairman Heim informed him that presently the township board will be meeting virtually until June and have secured the Liberty Room at the Sartell Community Center for meetings in June. No further plans for a town hall have been decided. Supv Omann stated the township will allow input from the town residents regarding the future needs for the township at the reconvened annual meeting which will be held on June 8<sup>th</sup>.

**Brian Johnston, 2643 7<sup>th</sup> Ave. No., Sartell** – Mr. Johnston questioned the Town Board regarding the regulations for the placement of a fence. Mr. Johnston stated he would like to place a fence close to the property line but ordinances state a fence must be 5 feet from the property line. The board informed him he would need a variance to place the fence on the property line without the written consent of the neighboring parcel and it must be no higher than 6 feet. The application for a variance will be emailed to Mr. Johnston. He was also told this would not be heard until the 4<sup>th</sup> Tuesday in June.

#### **BUSINESS FROM THE FLOOR:**

**Al & Cindy Meyer Site Plan, 1309 County Road 120, Sartell – Deck Site Plan** – The Meyer's would like to construct a new deck. The deck meets the side and rear yard setbacks for the U-1 zoning district. Supv Heim spoke with Scott Saehr, City of Sartell Assistant Administrator, who stated staff reviewed the site plan and it meets all of the criteria. SUPV HEIM MOTIONED TO APPROVE THE DECK SITE PLAN FOR AL & CINDY MEYER WHICH MEETS ALL REAR AND SIDE YARD SETBACKS, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

**Dan & Sue Heim, 2320 40<sup>th</sup> St. No., Sartell – Deck Site Plan** – Dan Heim presented a site plan for replacement of portions of his deck which are in poor condition. His property is a 4.47-acre parcel located in the A-20, RO-1 Zoning District which is a Type 1 review procedure with the final decision being made by the township. All side and rear yard setbacks have been met, there are no changes in the size of the deck, just replacement of portions of the deck. SUPV WESTERLUND MOTIONED TO APPROVE THE DECK SITE PLAN FOR DAN & SUE HEIM FOR REPLACEMENT OF PORTIONS OF THE PRESENT DECK, SECOND BY SUPV OMANN, UPON ROLL CALL VOTE TAKEN:

OMANN – AYE, WESTERLUND – AYE, the motion passed 2-0. Supv Heim abstained.

### **MINUTES:**

SUPV HEIM MOTIONED TO APPROVE AS AMENDED, THE MINUTES OF THE APRIL 27, 2021 REGULAR TOWNSHIP MEETING, SECOND BY SUPV WESTERLUND, UPON ROLL CALL VOTE TAKEN:

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0.

### **ATTORNEY REPORT:**

**Mary Ann Nunes** – Attorney Gilchrist received an email from Mary Ann Nunes trying to locate whether the township had a comprehensive plan to review. Atty. Gilchrist did not answer the email, but forwarded it to Supv Heim and Clerk Plante. Ms. Nunes was questioning the concept plan that was presented by the City of Sartell for the River Oaks Lane area. Both Supv Heim emailed Ms. Nunes and Clerk Plante spoke with her directly informing her the township does not have a comprehensive plan. Supv Heim told her the township only learned of this possible development and subsequent annexation of township parcels, when reading the city council's meeting agenda and packet.

### **BUILDING INSPECTOR REPORT:**

David Barsody, township building inspector, forwarded information on a webinar for completing the Municipal fee report. Treasurer Dullinger stated she logged into the webinar.

**APRIL TREASURERS REPORT:** Treasurer Dullinger gave the updated financial balances for the township. She had emailed the invoices, claim forms & copies of checks to the Town Board for review and subsequent approval during the meeting.

**April Treasurers Report** – SUPV HEIM MOTIONED TO ACCEPT THE APRIL TREASURERS REPORT AS PRESENTED, SECOND BY SUPV OMANN, UPON ROLL CALL VOTE TAKEN,

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0.

**Invoices/Vouchers** – SUPV HEIM MOTIONED TO PAY ALL VOUCHERS IN THE AMOUNT OF \$13729.03 (CHECK #13571 THRU 13580, PLUS EFT'S 191 & 192, SECOND BY SUPV WESTERLUND, UPON ROLL CALL VOTE TAKEN:

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0.

Treasurer Dullinger requested the purchase of an external hard drive for back up of the treasurer's information and data. SUPV HEIM MOTIONED TO ALLOW TREASURER DULLINGER TO PURCHASE AN EXTERNAL HARD DRIVE UP TO \$150, SECOND BY SUPV WESTERLUND, UPON ROLL CALL VOTE TAKEN:

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0.

### **SUPERVISORS REPORTS**

**Jeff Westerlund** –

**Ditch Clean Up** – Supv Westerlund picked up a TV, sectional couch & a vacuum cleaner that were in the township ditch located on 35<sup>th</sup> Street and 30<sup>th</sup> Avenue. For the time being, the items are in the back parking lot.

**Brian Johnston – Fence Issue** - Supv Westerlund was in contact with Mr. Johnston regarding Mr. Johnston's questions for placement of a fence between his parcel and the Greg Ahrendt parcel to the north of his property. Mr. Johnston joined the meeting earlier and was informed he would need a variance.

**Pothole patching** – Supv Westerlund and Supv Heim placed 1000 lbs. of cold patch on township roads filling potholes. 30<sup>th</sup> Avenue is one of the townships poorest roads and a lot of patching was done on that particular road.

**Kelly Schefers** – Supv Westerlund spoke with Mr. Schefers informing him the township would need approximately 1200 square feet for a meeting, office & storage area.

**17<sup>th</sup> St. Culvert Proposals** – Supv Westerlund has been in contact with Lance from ASTECH Inc. and received 3 proposals for the culvert replacement on 17<sup>th</sup> Street – Udermann area. Each proposal was for a 15-inch culvert with winged sides, three different types, concrete, galvanized & plastic.

#### **Dan Heim –**

**Jeff Anderson** – Supv Heim received a call from Jeff Anderson thanking the Town Board for their work allowing him to construct an accessory building for Anderson Autobody. Mr. Anderson also questioned who he should contact regarding a drainage ditch-culvert in the area he is placing his new building. Supv Heim referred him to Jennifer Kaminskie at Stearns County Environmental Services.

**Revised Speed Limit Resolution** – Supv Heim received a revised resolution which including updated areas where the new 25 mph speed limit signs will be placed.

**Dylan Bogt – Dockendorf Parcel** – Mr. Bogt is a realtor for Edina Realty who had an interested buyer in the Dockendorf parcel located on 40<sup>th</sup> St. No. The interested buyer would like to construct a home behind the accessory building that is on the parcel. Supv Heim informed him a variance would be needed to do that. Mr. Bogt also questioned whether there is a well on the site. Supv Heim referred him to Environmental Services of the County, stating the township does not keep records of wells on township parcels.

**Scott Sehnert, 1350 Riverside Ave. No.** - Mr. Sehnert is interested in selling their house and wanted clarification whether he will be required to annex to the City of Sartell if he chooses to sell. Mr. Sehnert's parcel is encompassed by city of Sartell property. Supv Heim suggested he contact Stearns County Environmental Services to possibly have his septic certified, if he cannot, he may be required to annex to the city.

**Chris Kadoun, 435 Coneflower Court – Accessory Building** – Supv Heim has been in touch with Mr. Kadoun who would like to construct an accessory building in the side yard of his parcel. This will require a variance – Supv Heim emailed the required application to Mr. Kadoun.

**Wayne Paquin – Conditional Use Permit** – Supv Heim was sent a signed copy of Mr. Paquin's conditional use permit from the city of Sartell.

#### **Shawn Omann –**

**Lloyd Traut Public Access Meeting W/Sartell** – Supv Omann reported that he spoke with Joe Lahr who is Lloyd Traut's representative, regarding Mr. Traut's public access issue. Mr. Lahr offered to excavate the area to the Traut property for \$3000-\$3500 if the city would move the utilities. Supv Omann viewed the area stating someone had cut into the asphalt apparently marking the lot line for the new owners, but it was quite crooked. Nothing definite has been agreed upon between the new parcel owner, the city of Sartell and Mr. Traut regarding how the Traut's will be able to access their property.

**Patio Paver Question** – Supv Omann received a call from a township resident questioning whether patio pavers he would like to put down behind his home would require a building permit. The resident was told he would not need a building permit.

**OLD BUSINESS:**

**Town Hall** – This was discussed when WJON's Alex Svejkovsky questioned the Town Board's plans for a new town hall.

**Grebinoski Property** – A certified letter has been sent with no reply yet.

**Zander Vehicle & Property Clean Up** – A regular letter, as directed by Township Atty Troy Gilchrist, was sent to Ms. Zander giving her a date of June 15 to clean up her property.

**Thomas Property** – A regular letter, as directed by Township Atty Troy Gilchrist, was sent to Ms. Thomas giving her a date of June 15 to clean up her property.

**NEW BUSINESS:**

**17<sup>th</sup> St. Culvert** – Supv Westerlund received three separate proposals from ASTECH Inc. for replacement of the damaged culvert on 17<sup>th</sup> St. & 30<sup>th</sup> Avenue (Udermann area). Each proposal was for a 15-inch culvert with flared ends, three different types, concrete (\$8016), galvanized steel (\$6852) & plastic (\$5900). A proposal had been received from Joe Lahr for a 12-inch concrete culvert for the cost of \$5150. Supv Heim emailed Mr. Lahr questioning what a 15-inch concrete culvert would cost. Mr. Lahr emailed back that it would be \$5200. SUPV WESTERLUND MOTIONED TO ACCEPT JOE LAHR'S BID OF \$5200 FOR A 15-INCH FLARED END CONCRETE CULVERT FOR 17<sup>TH</sup> STREET & 30<sup>TH</sup> AVENUE, SECOND BY SUPV OMANN, UPON ROLL CALL VOTE TAKEN:

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0

Supv Heim will clarify that Mr. Lahr's bid includes everything for \$5200 with the 15-inch culvert.

**ID Sign Solutions Proposal** – Supv Omann emailed a new proposal from Sign Solutions which he had received from John Peterson. Besides the previous street sign work which it included, 5 - 25 MPH signs and their placement were added for \$1970.95. He noted the proposal needs to include one more 25 MPH speed sign, but it shouldn't change the bid by much. SUPV HEIM MOTIONED APPROVE THE ID SIGN SOLUTIONS BID BASED ON CLARIFICATION OF AMOUNT OF SPEED LIMIT SIGNS, ORDERING ALL THE SIGNS ETC., SECOND BY SUPV OMANN, UPON ROLL CALL VOTE TAKEN:

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0.

Supv Omann will contact John Peterson with ID Sign Solutions regarding the acceptance of the proposal and question the time frame when the work would be completed.

**Revised COVID Preparedness Plan** – Supv Heim revised the townships COVID Preparedness Plan since the township will return to in-person meetings in June. SUPV OMANN MOTIONED TO APPROVE THE COVID PREPAREDNESS PLAN AS UPDATED, SECOND BY SUPV WESTERLUND, UPON ROLL CALL VOTE TAKEN:

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0.

**Northwest Associated Consultants (N.A.C.)** – Supv Heim discussed with the Town Board, the role N.A.C. would play in handling applications from township residents located in the U-1 or C-1 zoning district. LeSauk Township attorney would handle all zoning applications in the A-20 or R-1 zoning districts. Each would research the township regulations in regards to their application and prepare all needed resolutions that would be required. SUPV HEIM MOTIONED TO ENTER INTO AN AGREEMENT WITH NORTHWEST ASSOCIATED CONSULTANTS TO DRAFT RESOLUTIONS FOR VARIANCES, CONDITIONAL USE PERMITS, REZONES ETC. IN THE U-1 AND C-1 ZONING DISTRICTS ACCORDING TO THE REVIEW PROCEDURES AS OUTLINED IN SECTION 590 OF THE TOWNSHIP ZONING ORDINANCES PROVIDING THE COST WILL BE SPLIT 50/50 WITH THE CITY OF SARTELL, SECOND BY SUPV WESTERLUND, UPON ROLL CALL VOTE TAKEN:

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0.

**Chuck Ertl Ditch Mowing Bid** – SUPV WESTERLUND MOTIONED TO ACCEPT CHUCK ERTL'S BID TO MOW THE TOWNSHIP DITCHES FOR A TOTAL AMOUNT OF \$2400 FOR BOTH CUTTINGS, SECOND BY SUPV OMANN, UPON ROLL CALL VOTE TAKEN:

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0.

**Janski Property** – Supv Omann questioned the status of viewing the Janski property. Supv Westerlund will contact Linda Janski checking whether she would be able to meet the Town Board to view her property on June 9<sup>th</sup> at 6 p.m. prior to the regular monthly meeting.

**ROAD REPORT** – Excess Street Signs will be gone through by the Town Board after the Annual Road Inspection Meeting.

#### **CLERK REPORT & CORRESPONDENCE:**

**America Rescue Plan Act \$**– Clerk Plante reported the township will be allocated approximately \$190,000 through the America Rescue Plan. She forwarded information to board members which details what would be allowed to spend the funds on. Though the township is very limited, it may be possible to secure some of the funds for broadband extension in the township. Further information will be coming out in the future.

**Mary Ann Nunes** – This was discussed earlier in the meeting. Clerk Plante spoke with her regarding her questions about a township comprehensive plan, Sartell's expansion into the township etc.

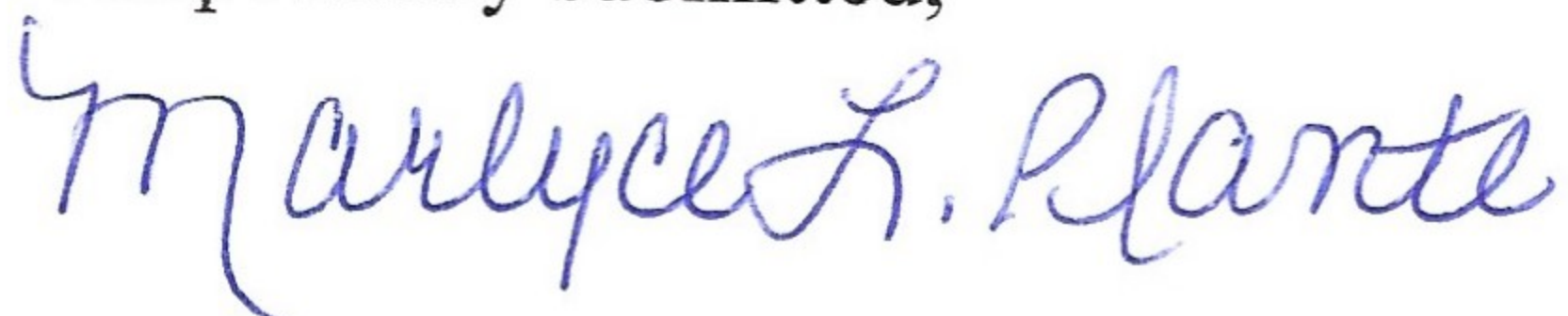
**Charter Emails** – Clerk Plante questioned whether Town Board members with Charter would like to continue receiving the emails she receives regarding channel line-up changes etc. Board members were of the consensus they did not want to receive the emails.

#### **ADJOURNMENT:**

There being no further business, SUPV WESTERLUND MOTIONED TO ADJOURN, SECOND BY SUPV HEIM, UPON ROLL CALL VOTE TAKEN:

HEIM – AYE, OMANN – AYE, WESTERLUND – AYE, the motion passed 3-0.

Respectfully submitted,



Marlyce L. Plante  
LeSauk Township Clerk