

**Scambler Township Board Meeting Minutes**  
**Thursday, October 12<sup>th</sup>, 2017, 7:00pm**

Present: Bob Burgess, Jim Lucking, Todd Langseth, David Pederson, Lou Ann Zurn  
Absent: Dennis Carlblom and Dave Ritchie

The meeting was called to order at 7:00pm with the Pledge of Allegiance.

**Preliminary Business/Reports**

**Approval of Agenda** – Arnold Cox requested that gopher bounty, thistle problem, and the status of the property across Highway #34 be added to the Agenda under Old Business. Hearing no other additions or corrections, Bob Burgess motioned to approve the Agenda as amended, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

**Clerk's Report Minutes – Scambler Board Meeting Minutes for Thursday, September 14<sup>th</sup>, 2017** – After review, Bob Burgess motioned to approve the Board Meeting minutes of Thursday, September 14<sup>th</sup>, 2017, as presented, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

**Treasurer's Report** – The Treasurer's report and bills for approval were reviewed and discussed. Bob Burgess motioned to approve the Treasurer's Report and pay bills as presented, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

**Communications Received** – The communications listed on the agenda were read and discussed. Of note, MnDOT is accepting applications for local road improvements. Almost \$25.3 million in bond funds is available to Minnesota townships for constructing or reconstructing local roads in 2018, 2019, or 2020. Applications are due by 12-01-2017. The Board will review this information further. Jim Lucking also added he has received notice of two complaints that have come from a local landowner regarding the condition of his road. Jim is looking into it, and trying to reach the landowner to address his concerns.

**Zoning Report** – Todd Langseth reported the Lisa Kellerman approach has been completed, inspected, and approved. The refund check for that approach is in tonight's checks for approval, and will be sent after tonight's meeting. Todd also received payment for a site permit for widening an approach from Gary Viestenz, but work is not completed as of yet.

**Road Report** – Jim Lucking's September Road Report was attached to the agenda. The report was reviewed, and discussion followed. Contrary to the report, Jim noted that the material they were going to use for the work on Duck Lake Road, north of the intersection with Duck Lake Lane, will not work as well as they thought. Instead, they will use clay from Randy Arntson's stockpile. Once it is packed, it should work well. Randy Arntson requested that when the Otter Tail County Winter Maintenance

Resolution is received, Scambler Township should increase the amount requested for salt/sand materials from 150 yards to 200 yards for 2017-2018 winter.

**Hospital Board Report** – The Pelican Valley Board Meeting Minutes are available in the Town Hall office per request. The September Minutes included an informational letter from Barbara Axness, Executive Director, regarding the recent tax levy.

**Property Board Report** – Bob Burgess reported Johnson’s Pest Control has been contacted, and was recently at the Town Hall placing mice traps and bait in strategic locations. The Johnson’s Pest Control employee will return on October 24<sup>th</sup> to check for any activity.

**Old Business:**

1. Jason Hanson – Cul de sac on 472<sup>nd</sup> Street, Pete Lake. Jason Hanson, along with two other landowners on 472<sup>nd</sup> Street, addressed the Board with questions and concerns regarding the difficult conditions of the road after rain, snow, etc. Mr. Hanson also asked the Township review MN Statute 160.095 with regards to township liability. The township has never accepted 472<sup>nd</sup> Street for maintenance, as the developer did not build the road according to Scambler Township specifications. Much discussion followed. Jim Lucking extended an invitation, for all the property owners along this road to set a time at their convenience to meet with himself and Dennis Carlblom to discuss this situation. The purpose would be to try and come up with a cost share mechanism for improvement of this road, and come to an equitable agreement.
2. Gopher Bounty – Arnie Cox. Mr. Cox feels a local resident who was paid the bounty rate current at that time, should be reimbursed after an increase of \$1.00 was voted in and approved on a later date. Jim Lucking said we will not pay retroactively, and research any Township gopher bounty requirements.
3. Canadian Thistles – Arnie Cox wanted to know the status of what is being done regarding the thistle problem. Jim Lucking went over the steps he has been taking looking at properties and sending out the proper notices on a timely basis.
4. Arnie Cox wanted to know the status of the clean-up of the deteriorating condition of a property in Scambler Township. Jim Lucking stated he was on medical leave at the time there would have been any communication with that landowner, and he will check with Dennis Carlblom. Together, they will review the situation, and report any action going forward.

**New Business:**

1. Snow Plowing & Winter Maintenance Proposals – There was just one proposal received. Bob Burgess read the proposal from Arntson Construction for Snow Plowing and Winter Maintenance of 42 miles of gravel and asphalt

roads in Scambler Township from November 2017-April 2019. After review of the proposal and equipment listing, Jim Lucking motioned to accept the proposal from Arntson Construction for Snow Plowing & Winter Maintenance of Scambler Township roads from November 2017 – April 2019, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

At this time, Mr. Kirkwood came forward to address the Board. He had been to the Title Company and had a legal document drawn up for an easement to his property near Duck Lake Lane for the Board's approval and signature. After discussion, Jim Lucking motioned to approve the easement presented by Mr. Kirkwood for access to his property, parcel #55000030030000. The motion was 2<sup>nd</sup> by Todd Langseth. All in favor, approved. Lou Ann Zurn signed and notarized the document.

The meeting was adjourned and checks signed.

Submitted by: Lou Ann Zurn, Clerk, Scambler Township

**SCAMBLER TOWNSHIP BOARD MEETING MINUTES**  
**THURSDAY, SEPTEMBER 14<sup>TH</sup>, 2017, 8:00PM**

Present: Dennis Carlblom, Dave Ritchie, Jim Lucking, Bob Burgess, Todd, Langseth, David Pederson, Lou Ann Zurn

The meeting was called to order at 8:00pm, and started with the Pledge of Allegiance.

**Preliminary Business/Reports**

**Approval of Agenda** – Dave Ritchie motioned to approve the agenda as presented, and was 2<sup>nd</sup> by Jim Lucking. All in favor, approved.

**Clerk's Report – Minutes for Thursday, August 10<sup>th</sup>, 2017** – After review, Jim Lucking motioned to approve the August 10<sup>th</sup>, 2017, minutes as presented. The motion was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

**Treasurer's Report** – After review, discussion, and some check number corrections, Jim Lucking motioned to approve the Treasurer's report as amended and pay bills, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

**Communications Received** – The communications for the month were read and discussed.

**Zoning Report** – Todd Langseth reported he issued one site permit and received required fee from Dale Rengstorf for an approach. He also inspected and approved the culverts for

Dabbert Construction on Pete Lake, and Dennis Hanson, and refund checks will be sent after tonight's meeting.

**Road Report** – Jim Lucking stated the roads are in fare condition and will be bladed as soon as we get some precipitation. Ditch mowing has been started to combat the thistle problem, and Duck Lake Road paved with additional dirt work done through the slew area on the north end of the road in preparation for shouldering. The “Dead End” sign was reinstalled on Broadwater. The problem with the plugged culvert on 520<sup>th</sup> has been taken care of. Canada Thistle is a problem in Scambler Township. Notices have been sent out to landowners regarding these thistles, and there are more to come. A complaint received regarding felled trees in the right of way on 155<sup>th</sup> has been addressed.

**Property Board Report** – Bob Burgess reported that Mark's Sand and Gravel has repaired and leveled some dug up ground to the east of the Town Hall and planted new grass seed. Todd Langseth has agreed to being trained for the job of locating graves in the Scambler cemetery. There appears to be a mice infestation in the Town Hall, and Lou Ann and Bob are working on contacting a pest control agency to address the problem.

**Hospital Board Report** – Pelican Valley Board Meeting Minutes are available in the Town Hall office per request. There was some open discussion on the process involved in becoming the Scambler Township hospital board representative. The Board will review the hospital bylaws and procedures that are in place and report back at next month's meeting.

**Other** – Lou Ann reported a date change for office hours for the 4<sup>th</sup> week of October, when she will need to work on Tuesday, October 24<sup>th</sup>, instead of the normal Wednesday (October 25<sup>th</sup>). The change for that week will be indicated in the Pelican Press, Scambler website, and posted on our outside board.

**New Business** – Dennis Carlblom brought up the need for the calling for proposals for 2yrs of snowplowing and winter maintenance of gravel and asphalt roads. Dennis Carlblom motioned to call for proposals for snowplowing and winter maintenance for gravel and asphalt roads in Scambler Township from November 2017 --April 2019. The motion was 2<sup>nd</sup> by Jim Lucking. All in favor, approved. The notices will be run in the September 27<sup>th</sup> and October 4<sup>th</sup> Pelican Press. The Proposals will be opened at the October 12<sup>th</sup> Board Meeting scheduled for 7:00pm

2. Seeding repair work on Duck Lake Lane road ditches: Arntson's have completed the ditch work and slope maintenance. Jim Lucking and Randy Arntson have discussed the seeding options.

**\*NOTE:** The Scambler Township Board Meetings will begin at 7:00pm beginning

October 2017 – April 2018

Meeting Adjourned.

Submitted by Lou Ann Zurn, Clerk, Scambler Township

Scambler Township Board Meeting Minutes  
Thursday August 10, 2017 8:00PM

Present: Dennis Carlblom, Dave Ritchie, Bob Burgess, Todd Langseth, David Pederson,  
Jim Lucking Absent: Lou Ann Zurn

The meeting was called to order at 8:00 pm and was started with the Pledge of Allegiance.

Approval of Agenda- Jim Lucking moved to approve to agenda as amended with a 2<sup>nd</sup> by Bob Burgess all in favor approved.

Clerks Report- Minutes for Thursday July 13, 2017, Scambler Town Board Mtg. After review Bob Burgess motioned to accept the July 13, 2017 minutes as presented and was 2<sup>nd</sup> by Jim Lucking. All in favor, approved.

Treasures Report- David Pederson led the discussion, referring to the Treasurer's report attached to the agenda. After discussion and review, Jim Lucking moved to approve the treasurer's report with payment of July bills, 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

Communication- The communications were reviewed. Dennis Carlblom will be attending Minnesota Association of Township District 9 meeting at Hobart Township Hall on Monday August 14, 2017.

Zoning Report- Todd Langseth reported that there were 2 application approach permits on Sand Lake.

Road Report- Jim Lucking reported that the roads are in very good condition and the road damage was fixed on 472<sup>nd</sup>.

Property Board will be getting estimates on a new posting board at the town hall.

Road Maintenance- Will check on cost share with the property owners on 472<sup>nd</sup> tabled this matter of the road cost for 472<sup>nd</sup>.

New Business - Discussion was made to put up a dead end sign on 215<sup>th</sup> and Broadwater road. Discussion was made on intersection of Duck Lake Lane and Duck Lake Road paving the intersection, the road gets washboard in the summer and in the winter it gets extremely icy. CSI's quote was to shape and compact existing aggregate base, place and compact 2 ½ inches of SPWEB240B mix, 24 feet wide, in one lift also added 320 feet to the top of the hill. Dennis Carlblom moved to accept the bid from CSI for the intersection of Duck Lake Road and Duck Lake Lane, 2<sup>nd</sup> by Jim Lucking, discussion was made,

called for the motion all approved. Dennis Carlblom moved to accept Egge Construction's bid for shouldering on Duck Lake Road, 2<sup>nd</sup> by Jim Lucking all approved. Jim Lucking will be contacting Cormorant Township inspector about thistle problem. Next meeting is September 14, 2017 at 8:00 pm.

Submitted by Vicky Arntson, deputy clerk, Scambler Township

### **Scambler Township Board Meeting Minutes** **Thursday, July 13<sup>th</sup>, 2017, 8:00pm**

**Present:** Dennis Carlblom, Dave Ritchie, Bob Burgess, Jim Lucking, Todd Langseth, David Pederson, Lou Ann Zurn

The meeting was called to order at 8:00pm and began with the Pledge of Allegiance.

**Approval of Agenda** – Julie Hanson, member of the audience present and seasonal resident on Pete Lake in Scambler Township, requested to be added to the agenda as #3 under New Business. Her request is in regards to concern over the maintenance for 472<sup>nd</sup> Street near the south side of Pete Lake. Jim Lucking motioned to approve the Agenda as amended, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, approved.

**Clerk's Report – Minutes of the Thursday, June 8<sup>th</sup>, 2017, Scambler Town Board Meeting** – After review, Jim Lucking motioned to approve the minutes for the June 8<sup>th</sup>, 2017, Scambler Town Board Meeting as presented. Dave Ritchie 2<sup>nd</sup> the motion. All in favor, approved.

**Treasurer's Report** – David Pederson led the discussion, reviewing the Township receipts, bills listed for approval, the June 2017 bank statement of accounts, and payroll for June. David presented a bill from Egge Construction received just this evening in the amount of \$609.12, for gravel. This bill will be listed as check #4270 under the List of Bills for Approval for tonight. David Ritchie motioned to approve the Treasurer's Report as amended and pay bills. The motion was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

**Communications Received** – Lou Ann Zurn went over the brief list of communications received the past month. Dennis Carlblom shared a letter he received from Compass Consultants, Inc., who is working with the company that is installing fiber optic cable for Arvig this season. Included was a map and a listing by streets, avenues, and roads, some of which are in Scambler Township. Dennis placed a phone call to the person in charge of this project with questions on depth and placement of the fiber optic along the roadway. After discussion, Dennis was assured the placement of fiber optic would be on the outside edge of the right-of-way, and at a depth of 3-5 feet deep. We are to be notified when their work nears the Township so that we may check it out.

**Zoning Report** – Todd Langseth. Todd reported he issued a building permit to Twin Oaks Dairy farm for a new grain bin.

**Road Report** – Jim Lucking. Jim reported he and Randy Arntson have been working on the ever-increasing problem with thistles this season, and are trying to come up with an effective plan to deal with them. The 2<sup>nd</sup> mowing of the ditches will be after the August 1<sup>st</sup> deadline, however, thistles can be spot cut before that time.

**Property Board Report** – Bob Burgess. Bob said there was nothing new to report this month.

**Old Business:**

**Proposals for the Paving of Duck Lake Road** – The call for proposals was for the shaping and paving of Duck Lake Road. The work would include making 2-12 foot wide driving lanes, with a 2-1/2 inch “mat” for approximately 9/10<sup>th</sup> of a mile of roadway. Scambler Township received four (4) proposals as follows:

1. Anderson Brothers Construction, Detroit Lakes, Minnesota. The proposal was read by Jim Lucking. Anderson Brothers Construction’s proposal for the work requested on Duck Lake Road totaled: \$106,887.00.
2. Knife River Materials, Bemidji, Minnesota. The proposal was read by Bob Burgess. Knife River Material’s proposal for the work requested on Duck Lake Road totaled: \$97,829.30.
3. Central Specialties, Inc., Alexandria, Minnesota. The proposal was read by Dave Ritchie. Central Specialties’ proposal for the work requested on Duck Lake Road totaled: \$89,580.00.
4. Mark Sand & Gravel Company, Fergus Falls, Minnesota. The proposal was read by Todd Langseth. Mark Sand & Gravel Company’s proposal for the work requested on Duck Lake Road totaled: \$89,600.00.

Dennis Carlblom motioned to accept the proposal for \$89,580.00, sent in by Central Specialties, Inc., of Alexandria, Minnesota, and was seconded by Jim Lucking. A call for discussion followed. After discussion, a Roll Call vote was called for the acceptance of the proposal sent in by Central Specialties, Inc., for the paving of approximately 9/10<sup>th</sup> of a mile of Duck Lake Road: Dennis Carlblom –Yes; Jim Lucking –Yes; Bob Burgess – Yes; Dave Ritchie –Yes; Todd Langseth –Yes. Motion passed. Lou Ann was asked to send response letters to all those who sent a proposal for this work.

**New Business:**

**Maintenance of 472<sup>nd</sup> Street, south side of Pete Lake** – Julie Hanson addressed the Board, explaining there are 13 lots in this subdivision on Pete Lake. She reported eight of these lots are used on a regular basis. Within these lots, there are two (2) year-round homes. Her concern is that even after a little rain, the road gets deep ruts and is slimy,

becoming impassable at times causing them to drive on the grass. She is also concerned that should there be an emergency situation, how would the emergency vehicles get through if adverse conditions are present. Discussion followed. Dennis said we need to do some research, such as how many residents need to live there before the road is accepted as a Township road, and when the road on the north side of Pete Lake was accepted. Jim Lucking will get Julie's contact info from Lou Ann.

**Discuss Dunn Township Class 5 Specifications** – Jim Lucking. For “food for thought”, Jim Lucking drew attention to Dunn Township and the formula they use for the Class 5 Modified they use for roads. Open discussion regarding the benefits followed.

The next Scambler Township Board Meeting will be at 8:00pm on Thursday, August 10th, 2017.

Submitted by Lou Ann Zurn, Clerk  
Scambler Township

**SCAMBLER TOWNSHIP BOARD MEETING MINUTES**  
**THURSDAY, JUNE 8<sup>TH</sup>, 2017, 8:00PM**

**Present:** Dennis Carblom, Dave Ritchie, Bob Burgess, Todd Langseth, David Pederson, Lou Ann Zurn **Absent:** Jim Lucking

The meeting was called to order at 8:00 pm, and started with the Pledge of Allegiance.

**Approval of Agenda** – Dave Ritchie motioned to approve the Agenda as presented, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

**Clerk's Report – Minutes for Thursday, May 11<sup>th</sup>, 2017, Scambler Town Board Mtg.** After review, Bob Burgess motioned to accept the May 11<sup>th</sup>, 2017, minutes as presented and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

**Treasurer's Report** – David Pederson led the discussion, referring to the Treasurer's report attached to the agenda. After discussion and review, Dave Ritchie motioned to approve the Treasurer's Report as presented and pay bills. The motion was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

**Communications:** The communications received by Lou Ann Zurn, Clerk, were reviewed. Of note, the Minnesota Association of Townships Summer Short Courses will begin in mid-June. Scambler Township's closest location is Fergus Falls at the Big Wood Event Ctr. June 26<sup>th</sup>. Also received was the 2016 Minnesota State Demographer Population & Household Estimates for Scambler Township: Population Estimate – 468; Household Estimate – 213.



**Zoning Report** – Todd Langseth reported he has received a completed site permit and fee payment from Dabbert Custom Homes for a home that is being constructed on 173<sup>rd</sup> Ave on Pete Lake.

**Road Report** – Dennis Carlblom reported graveling has been done. Areas noted were: Lone Acres Road, 165<sup>th</sup> to Hwy 23; 165<sup>th</sup> North; Hog’s Back Road, which will get another coat; and 510 to the “Y” east. After the recent rain we have had, dust guard was applied in a timely manner, with prime moisture conditions.

**Hospital Board Report** – The Pelican Valley Board Meeting Minutes are available in the Town Hall office per request.

**Property Board Report** – Bob Burgess reported he needed to set another time for the training of Phil and Paul Rotz for marking graves, as the June 5<sup>th</sup> time did not work out. Randy Arntson has moved some dirt piles that were in the cemetery back into the woods.

#### **Old Business:**

Petition to have 470<sup>th</sup> street dust guarded Hwy 59 to #205, or past Shulstad’s – Dennis Carlblom has been informed that the land owners along this road have secured a private contract with Stenger Dust Control and will pay in equal shares for the specific dust guarding they have requested. Therefore, this is no longer a Township issue.

#### **New Business:**

Proposals for Paving on Duck Lake Road – This item was tabled until the July meeting as the Township has only received one proposal at this time. Should the Township receive more proposals in the next few days or so, a special meeting may be scheduled, and notice would be given in the Press and the Scambler website.

Summons from the Court – Dennis Carlblom reported Scambler Township has received a court summons from Bell Bank, Trustee of the Marjorie Schlossman Revocable Trust. This is in regards to some property on the north side of Pelican Lake – Lot four, block two, Oak Grove Summer Resort, and a platted road (easement) that essentially been abandoned. Dennis has hired Greg Larson, Attorney at Law, Pelican Rapids, for advisement on this matter.

At this time, a letter from Egge Contruction received just as the meeting started was opened. It contained two invoices for Class 5 delivered totaling \$28,674.69. Dennis Carlblom motioned to add the bill from Egge Construction in the amount of \$28,674.69, to bills approved as check #4245. Dave Ritchie 2<sup>nd</sup> the motion. All in favor, approved.

The next Scambler Board Meeting is scheduled for Thursday, July 13<sup>th</sup>, 2017, at 8:00pm. The Duck Lake Road pending project will be on the agenda.

Submitted by Lou Ann Zurn, Clerk, Scambler Township

**SCAMBLER TOWNSHIP BOARD MEETING MINUTES**  
**THURSDAY, MAY 11<sup>TH</sup>, 2017, 8:00PM**

**Present:** Dennis Carlbom, Dave Ritchie, Bob Burgess, Todd Langseth, David Pederson, Lou Ann Zurn **Absent:** Jim Lucking

The Meeting was called to order at 8:00pm, and started with the Pledge of Allegiance.

**Approval of Agenda** – Lou Ann Zurn requested to add “Release of Unapproved Minutes Discussion” as #5 under New Business. Dave Ritchie motioned to approve the Agenda as amended, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

**Clerk’s Report-Minutes of Thursday, April 20<sup>th</sup>, 2017 Board Meeting, and Minutes of the Re-Organization Meeting, Thursday April 20<sup>th</sup>, 2017.** After review Dave Ritchie motioned to approve the Minutes for the April 20<sup>th</sup>, 2017, Re-Organization Meeting, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved. After one correction for clarification in the Road Report, Dave Ritchie motioned to approve the April 20<sup>th</sup>, 2017, Board Meeting Minutes as amended, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

**Treasurer’s Report** – David Pederson led the discussion for the report, asking for approval to add an additional check for approval for May 11<sup>th</sup>, 2017, which will be listed as check #4221. The check will be in the amount of \$96 to Peter Clausen for gopher bounty. After discussion, Bob Burgess motioned to approve the Treasurer’s Report and bills to pay as amended, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, approved.

**Communications** – Communications received by Clerk Lou Ann Zurn and Chairman Dennis Carlbom were read and discussed. All notices received from the Otter Tail Co. Planning Commission or the Otter Tail Co. Board of Adjustment for variances and public hearings are filed in the Township Office for review. Dennis Carlbom gave an overview of a recent email received from the Township attorney, updating the status of the litigation between Scambler Township and the Pelican Lake Landowners Assoc. The motions summary hearing is set to go before the Court on June 19<sup>th</sup>, 2017. Dennis also reported we have received our first premium notice from MATTIT for litigation costs. Because the costs have exceeded \$10,000, the cost sharing provision has been triggered. We will pay the first \$1000 in June, and continue on a monthly basis until the lawsuit is concluded. Any questions, contact Dennis.

**Zoning Report** – Todd Langseth reported he received three (3) site permits in the last month. Two from Roger Franson, section #36: one for an approach, and one for a storage building. The third one was from Wyatt Wixo, section #8 for mobile home and a garage. Todd approved and signed the permits, and the permit fees have been received. Todd has spoken with Mr. Fred Strege, Attorney at Law, Wahpeton, regarding a new plot. This will be addressed in New Business.

**Road Report** –Dennis Carlblom led the discussion, noting that Arntsons have been working on Hog’s Back Road where it intersects with Ranch Road. That area and 510 have been getting a lot more traffic due to the Co. 9 project. The west end of 520<sup>th</sup> is washboarding. Ranch Road from 520<sup>th</sup> down to the “Y” is getting rough. As soon as we get some moisture, the blading will be done. Stenger Dust Control is ready to go once we get some rain, as well.

**Property Report** – Bob Burgess reported that Phil and Paul Rotz have agreed to start learning how to mark graves. Their first one will be June 5<sup>th</sup>.

**New Business** – Mr. Jason Butts, Attorney, who works with Fred Strege, Attorney, Wahpeton, ND, was present at the meeting tonight. Mr. Butts presented a legal plat for Tucker Farm, located on Pelican Lake in Scambler Township. The family owners of Government Lot #1, Block #1, want to subdivide the lot. In order to proceed, part of the process is having the Town Clerk and Chairman both sign the plat. Dennis Carlblom and Lou Ann Zurn signed the plat where indicated.

2. Kim Richards, owner of Sand Lake Salon, presented a signed petition to the Board. The petition requests to have 470<sup>th</sup> Street dust guarded from State Hwy 59 to 205<sup>th</sup>, or past Dave and Christy Shulstads. She stated 470<sup>th</sup> is getting more traffic now due to her salon business. There was also concern that the hilltops in that area need more gravel. After stating her concerns, there was discussion. Randy Arntson agreed the hilltops in that area need more gravel because of the high amount of sand. Dennis Carlblom said he would review the Scambler Township Road Policy’s procedure/protocol on which roads get dust-guarded. Dennis stated the Board will take the petition and concerns raised into consideration, and a decision will be made.

3. Renewal of Townships CD “D” (Building Fund) for another year. The CD will mature on May 15, 2017. David Pederson researched CD interest rates with Minnesota National Bank, and Mr. Sorum of Minnesota National Investments, both in Pelican Rapids. David Pederson presented options for CD terms and (fully collateralized) interest rates. After discussion, Dennis Carlblom motioned to renew the CD upon maturity for 18-months with Minnesota National Investments at the interest rate of 1.55%, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, motion carries.

4. Gopher Bounty Payment Discussion – After reviewing rates for gopher bounty in several surrounding townships, Dennis Carlblom motioned Scambler Township increase our payment for gopher bounty from \$2 to \$3, and was 2<sup>nd</sup> by Dave Ritchie. All in favor,

approved. After the motioned was approved, the Board went back to the Financial Report to where check #4221 was just approved this evening to be added to the checks to be approved for 5-11-2017. Check #4221 has not been printed yet, and with the motion to increase gopher bounty to \$3 tonight, Dennis Carlblom motioned to increase the payment from \$96 to \$144. The motion was 2<sup>nd</sup> by Dave Ritchie. All in favor, approved.

At this time, Stuart Shulstad approached the Board with a paper reviewing an email from Steve Skoog, Director Becker Co. Land Use Dept. The issue depicted is that there has been an application for a MPCA Permit by Rule to bury concrete and asphalt paving along Sherbrook Road. The location is actually in Becker County, but close to Lake Ida. Mr. Shulstad has a lake place on Lake Ida, and is concerned about his property and everyone else downstream. Dennis Carlblom stated we would contact Rick West, who is in charge of the Co 9 project, and express our concerns regarding the burial of debris.

5. Release of Unapproved Board Minutes Discussion – Lou Ann has been contacted again about the release of unapproved Board minutes, and presented a copy of an email she got from Lucinda Messman, Minnesota Township’s support person for Clerks and Treasurers. Lucinda states MAT recommends not releasing them, however if the Board wants them released prior to approval, that is their choice. If so, they must be marked appropriately that they are unapproved. After discussion, Dennis Carlblom recommended posting the unapproved minutes on the Scambler website, and posting a proposed monthly agenda on the outside board in front of the Town Hall.

The signing of the resolutions created at the Re-Organization meeting, and the proposed Scambler Township Hall Rental Policy and Application were done at the end of the meeting.

The next Scambler Township Board meeting will be Thursday, June 8<sup>th</sup>, 2017, at 8:00pm. Meeting adjourned.

Submitted by: Lou Ann Zurn, Clerk, Scambler Township

## **SCAMBLER TOWNSHIP BOARD MEETING MINUTES**

**THURSDAY, APRIL 20<sup>TH</sup>, 7:30PM**

**Present:** Dave Ritchie, Dennis Carlblom, Bob Burgess, Todd Langseth, David Pederson, and Lou Ann Zurn; Jim Lucking – Absent

The Board meeting was called to order by Dennis Carlblom.

**Approval of Agenda:** Lou Ann Zurn requested adding “Library Services Contract” for signing as #3 under New Business. Dennis Carlblom requested moving “Opening of Class 5, Dust Control, Grading, and Ditch Mowing Proposals” from New Business to #1A under Approval of Agenda. Dave Ritchie motioned to approve the Agenda as amended, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

**Opening of Proposals:**

Class 5 Gravel Proposals – the request was for Class 5 delivered to Scambler Township roads for one year. Two proposals were received. Dave Ritchie read the proposal from Krause Brothers Construction, Wahpeton, ND: Class 5 from the Schiltz Pit, Hankinson, ND - \$2.95/ton, and Class 5 delivered at rate of \$14.55/ton. By cubic yard - \$3.98/cubic yard from Schiltz Pit, and delivered at a rate of \$19.64/cubic yard.

Bob Burgess read the proposal from Egge Construction, Pelican Rapids, MN, for Class 5 Modified delivered from the Stone Pit at a rate of \$8.05/ton. Todd Langseth read the proposal from Egge Construction for Class 5 delivered from the Moltzan Pit in Candor Township at a rate of \$10.40, and also the proposal from Egge Construction for Class 5 delivered from the Stone pit at a rate of \$6.25.

Dennis Carlblom motioned to accept the proposals from Egge Construction for Class 5 delivered from the Stone Pit at \$6.25/ton, Class 5 Modified delivered from the Stone Pit at \$8.05/ton, and Class 5 delivered from the Moltzan Pit in Candor Township at \$10.40/ton. Bob Burgess 2<sup>nd</sup> the motion. All in favor, approved.

Dust Control Proposals – the request was for applying approximately 30,000 gallons of magnesium chloride to Scambler Township roads for one year. Two proposals were received.

Todd Langseth read the proposal from Stenger's Dust Control, Detroit Lakes, MN. For applying magnesium chloride purchased by the full load and applied in a single location (4400 gallons), the price per gallon is discounted .02 cents per gallon to a cost of .92/gallon. The regular cost of magnesium chloride applied to 12 ft and 20 ft roads is .94/gallon.

Bob Burgess read the proposal for Fergus Power Pump, Inc., Fergus Falls, MN. Fergus Power Pump, Inc. would apply magnesium chloride at a rate of \$.88/gallon based on a minimum order of 6,000 gallons. Request after the original order for additional application would include an extra \$.15 per gallon, unless the minimum of 2,000 gallons is met.

Todd Langseth motioned to accept the Fergus Power Pump, Inc. proposal for application of magnesium at a rate of .88/gallon, and was 2<sup>nd</sup> by Bob Burgess. Discussion and input from the public in attendance at the meeting followed. Addressing the motion on the table, Chairman Dennis Carlblom called for those in favor/opposed of accepting the Fergus Power Pump proposal for application of magnesium chloride at a rate of .88/gallon. There was one in favor, two opposed and one did not commit a vote. Further discussion followed. A Roll Call Vote was then called: Todd Langseth – No, Dennis Carlblom – No, Bob Burgess – No, and Dave Ritchie – No. The motion does not carry. Dennis Carlblom motioned to accept the proposal from Stenger's Dust Control for application of magnesium chloride to Scambler Township roads, citing their excellent service in the past, at a rate of \$.92/gallon, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, motion carries.

Grading Proposal – the request was for 2 years of grading and maintaining 38 miles of gravel roads in Scambler Township starting May 1<sup>st</sup>, 2017 – April 30<sup>th</sup>, 2019. One proposal was received. Bob Burgess read the proposal from Arntson Construction,

Pelican Rapids. Arntson Construction will grade the roads in Scambler Township at an hourly rate of \$95, with a fuel clause rate based on \$3.70/gallon. Dave Ritchie motioned to accept Arntson Construction's proposal for Grading Scambler Townships roads at an hourly rate of \$95 for 2 years (May 2017 -April 2019), and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

Ditch Mowing -the request was for 2 years of mowing ditches on 38 miles of road in Scambler Township for the 2017 – 2019 seasons, with three (3) mowings per season. One proposal was received. Dave Ritchie read the proposal from Arntson Construction, Pelican Rapids, MN., for mowing 38 miles of Scambler Townships roads at a rate of \$36 per mile. Bob Burgess motioned to accept Arntson Construction for mowing 38 miles of road in Scambler Township at a rate of \$36/mile, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

**Clerk's Report Minutes** – Board Meeting Minutes Thursday, March 9<sup>th</sup>, 2017, and Board of Appeal and Equalization minutes Tuesday, April 4<sup>th</sup>, 2017. After review, Bob Burgess motioned to approve the Minutes of Board Meeting Thursday, March 9<sup>th</sup>, 2017, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, approved. Dave Ritchie motioned to approve the Minutes of the Board of Appeal and Equalization, 4-04-2017, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

**Treasurer's Report** – David Pederson led the discussion of the Treasurer's Report included in the agenda. David requested the approval of four additional checks to be included in the April checks for approval: Check #4199 for the Pelican Rapids Library for renewal of library services approved at the 2017 Annual meeting for \$1000.00; Check #4200 to the Otter Tail County Cultural and Arts Center for \$100; Check #4201 for \$500 to the Otter Tail County Historical Society; and Check #4202 to the United States Treasurer for 1<sup>st</sup> quarter payment of \$650.08. With the addition of these four checks totaling \$2250.08, the total amount of April checks for approval increased to \$16,346.81. Todd Langseth motioned to accept the Treasurer's Report as amended and pay bills, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, approved.

**Communications Received** – Lou Ann Zurn, Clerk, read the communications and discussion followed.

**Zoning Report** – In Jim Lucking's absence, Dennis Carlblom reported the Township has received two complaints regarding the deteriorating condition and potential health hazards of a property in Scambler Township. Jim Lucking has spoken to the landowner regarding the property's condition, and was assured the owners would work on cleaning up the property. If the Township sees no progress of the clean-up, the Township will take steps in sending a certified letter to the landowner to begin addressing the problem.

**Road Report** – Dennis Carlblom reported that he, Randy Arntson, and Jim Lucking have done their Spring Tour of Township roads. They noted places that will need more gravel, such as 520<sup>th</sup>, Ranch Road, and Hog's Back that will have more traffic as the summer road construction goes on. Dennis also spoke with Rick West, who told him to document the increased maintenance requirements, and he would see what he could do as far as

reimbursing costs incurred. Dennis also said they noticed frost boils coming up at one point on Ranch Road and 195<sup>th</sup>. Also, 520th has some soft spots. All roads were bladed by Randy Arntson after the rain

The Pelican Valley **Hospital Board Reports** – are filed in the office as they are received, and are available upon request.

**Property Board Report** – Bob Burgess reported that Paul Rotz and Phil Rotz voiced interest learning the cemetery duties, and that he hoped to visit with them regarding staking out burial plots before the next Board meeting. Bob was also contacted by Jade Petznick regarding a cremation scheduled for June 2017.

**Other** – Lou Ann Zurn had the paperwork from MATIT for the Officer List Update and Signatures that will be completed by the Supervisors present at the end of the meeting.

**Old Business** – Bob Burgess went over the process the Property Board used in the update/revision of the Scambler Township Hall Rental Policy and Application. Bob went over some of the highlights of the revised Rental Policy and Application. The Supervisors have had copies to review before this meeting. Bob Burgess then motioned to approve the Scambler Township Hall Rental Policy and Application as presented, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved. Lou Ann Zurn will bring a copy to the May meeting for signatures.

**New Business** – Dennis Carlbom read the proposed Agreement for Ambulance Service from Ringdahl Ambulance Service, Fergus Falls, MN. The total sum for 2017 is \$5950, which is the same as the 2016 sum. Dennis Carlbom motioned to approve the Agreement for Ambulance Service from Ringdahl Ambulance Service for 2017, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, approved. Dennis Carlbom, and Lou Ann Zurn signed the agreement.

Lou Ann Zurn brought the 2017 Library Services Contract in the amount of \$1000, which was approved at the 2017 Scambler Annual Meeting. Dennis Carlbom motioned to approve the 2017 contract for Library Services and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved. Dennis Carlbom and Lou Ann Zurn signed the contract. Lou Ann will take the signed contract to the Pelican Rapids Library for signature by Annie Wrigg, Director.

Phil Rotz brought up a question regarding Scambler Township's payment for Gopher Bounty compared to other townships. Dennis Carlbom requested it be put on May's agenda.

The next Scambler Township Board Meeting will be May 11, 2017, at 8:00pm.

The checks will be signed, and the meeting adjourned.

Submitted by Lou Ann Zurn, Clerk, Scambler Township

**SCAMBLER TOWNSHIP RE-ORGANIZATION MEETING MINUTES**  
**7:00PM, Thursday, April 20<sup>th</sup>, 2017**

Present: Dennis Carlblom, Dave Ritchie, Bob Burgess, Todd Langseth, David Pederson, Lou Ann Zurn; Jim Lucking Absent

The meeting was called to order by Lou Ann Zurn, Clerk, and started with the Pledge of Allegiance.

Dennis Carlblom asked for questions from the public concerning the agenda. Hearing none, Dennis Carlblom motioned to accept the agenda as presented, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

Transfer of Town Records was non-applicable this year.

Select Town Chair and Vice Chair: Bob Burgess nominated Dennis Carlblom for Town Chair, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, carries. Bob Burgess nominated Dave Ritchie as Vice Chair, and was 2<sup>nd</sup> by Todd Langseth. All in favor, carries.

Adopt a schedule for Town Board's Monthly Meetings: Dennis Carlblom motioned to continue the schedule as previously: The Scambler Town Board Meetings are the 2<sup>nd</sup> Thursday of each month at the following times:

7:00pm January – April  
8:00 pm May – September  
7:00pm October – December

The motion was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

Designate an Official Newspaper: Bob Burgess motioned to keep the Pelican Press as the official newspaper for Scambler Township, and was 2<sup>nd</sup> by Dennis Carlblom. All in favor, approved.

Set Compensation for town officers and employees (2016 Resolution attached): Dave Ritchie motioned to change the hourly fee of \$15.00 to \$22.00, and was 2<sup>nd</sup> by Bob Burgess. On Roll Call Vote: Dennis Carlblom – Yes, Dave Ritchie – Yes, Bob Burgess – Yes, Todd Langseth – Yes. Motion carries. With the change included, Dennis Carlblom motioned to approve Resolution 2017-02 as the Scambler Township Resolution to Establish Compensation for Township Officials and was 2<sup>nd</sup> by Todd Langseth.



Designate Road Supervisor – Dave Ritchie nominated Jim Lucking as Road Supervisor, with Dennis Carlblom as Road Supervisor Assistant, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

Designate Property Supervisor – Dennis Carlblom nominated Bob Burgess as Property Supervisor, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

Designate Zoning Supervisor – Bob Burgess nominated Todd Langseth as Zoning Supervisor, and was 2<sup>nd</sup> by Dave Ritchie. All in favor approved. Dennis Carlblom nominated Dave Ritchie as Zoning Supervisor Assistant, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

Designate a posting place: Dennis Carlblom motioned to still use the enclosed board outside the Town Hall as the posting place, and was 2<sup>nd</sup> by Todd Langseth. All in favor, approved.

Designate a bank as the Town Depository: Dennis Carlblom motioned to keep Minnesota National Bank of Pelican Rapids as the Town depository, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, approved.

Resolution to Establish Proper authority for Financial Accounts (Resolution 2016-02 copy attached). With the necessary name changes, Dennis Carlblom motioned to approve Resolution 2017-03 as the Scambler Township Resolution to Establish Proper Authority for Financial Accounts, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

Set Township Fee Schedule: After review, Town Hall Rental Application (see rental form for other fees) \$20.00 was struck from the Fee Schedule. Dennis Carlblom motioned keep the Township Fee Schedule the same, with the exception of striking the Town Hall Rental Fee line, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, approved.

Lou Ann Zurn confirmed the Town Financial reporting has been done, and the Township reference materials are accessible as needed.

The state of site/building permits was included at the Scambler Township Annual Meeting on March 14<sup>th</sup>, 2017.

David Ritchie motioned to adjourn the Re-Organization meeting, and was 2<sup>nd</sup> by Todd Langseth. All in favor, meeting adjourned.

Submitted by Lou Ann Zurn, Clerk, Scambler Township

**Board of Appeal & Equalization Meeting Minutes  
Tuesday, April 4<sup>th</sup>, 2017, 9:30am  
Scambler Town Hall**

The meeting was called to order by Dennis Carlbom, and began with the Pledge of Allegiance.

Otter Tail Appraiser, Tom Rundle, reported the 2017 property market valuations are based on sales in Scambler Township between October 1<sup>st</sup>, 2015, through September 30<sup>th</sup>, 2016. He went on to say the Residential Building Schedule increased approximately 3-1/2 percent county-wide. In Scambler Township, tillable land, woods, pasture land, waste land, etc. Stayed the same.

At this time, Mr. Rundle introduced his co-worker, Pam Moen, Appraiser. Pam works mostly in Eastern Otter Tail County.

Tier Limits on homesteaded farms went down to \$2,500,000. The rates for Tier Limits are set by the Minnesota State Legislature.

The price per running foot of lakeshore stayed the same for 2017:

Pelican Lake - \$5200 (starting higher range)  
Tamarac Lake - \$1200  
Sand Lake - \$350  
Pete Lake - \$300  
Grove Lake - \$250  
Ida Lake portion Scambler Township - \$900

Valuation Appeals:

1. Parcel #55000240175000 and #55000240171000. Question: Why the difference in valuation? Discussion followed at it was explained the Ag. Credit was still being applied to parcel 55000240171000. During discussion, it was noted the parcel with the home on it was still being classified as Non-Homestead.

Action: Dennis Carlbom motioned to change the classification of parcel #55000240175000 from Non-Homestead to Homestead. Jim Lucking 2<sup>nd</sup>. All in favor, motion carries.

2. Written request for valuation change for two 6 acre lots, parcels #55000360248005 and #555000360248002. Discussion followed.

Action: Dennis Carlbom motioned no change in valuation for parcel #55000360248005 and #5500036028002 and was 2<sup>nd</sup> by Bob Burgess. All in favor, motion carries.

3. Written request for valuation change for multiple 50-ft lakeshore lots, parcels #55000990458000, #55000990457000, #55000990459000, #55000990460000, and one back lot #55000990720000. Discussion followed.

Action: Dennis Carlbom motioned no change in valuation for parcels, #55000990458000, #55000990457000, #55000990459000, #55000990460000, and #55000990720000, and was 2<sup>nd</sup> by Jim Lucking. All in favor, motion carries.

Jim Lucking motioned to adjourn at 10:40am, and was 2<sup>nd</sup> by Bob Burgess. All in favor, meeting adjourned.

Submitted by Lou Ann Zurn, Clerk, Scambler Township

**SCAMBLER TOWNSHIP BOARD MEETING MINUTES**  
**THURSDAY, MARCH 9<sup>TH</sup>, 2017, 7:00PM**

**Present:** Dave Ritchie, Dennis Carlblom, James Lucking, Bob Burgess, Mike Johnson, David Pederson, and Lou Ann Zurn

The meeting started with the Pledge of Allegiance. Mike Johnson, Vice Chair, called the meeting to order at 7:00pm. Dennis Carlblom, Chairman, will be arriving later in the evening tonight.

**Approval of Agenda:** Bob Burgess requested to move Brian Nelson – Request for Zorba’s on Pelican Lake Liqueur License Renewal from New Business to 1a under Approval of Agenda. Bob Burgess also requested Review of Scambler Township Hall Rental & Application be struck from Old Business and moved to the April 2017 Agenda. At this time, Lou Ann Zurn provided the Board members with printed proposed copies of the Town Hall Policy & Application to review and bring to the April Board meeting. Mike Johnson requested to add as #4 under New Business: Duck Lake Road Paving. Dave Ritchie moved to approve the Agenda as amended, and was 2<sup>nd</sup> by Jim Lucking. All in favor, approved.

Bryan Nelson approached the Board with a copy of the 2017 Zorba’s on Pelican Lake, Inc. liqueur license with a request that it be approved by be Scambler Town Board. Mike Johnson read the license aloud and asked for a motion of approval. Jim Lucking motioned to approve the 2017 Zorba’s on Pelican lake liqueur license as presented, and was 2<sup>nd</sup> by Bob Burgess. All in favor, carries. Mike Johnson, Vice Chair and Lou Ann Zurn, Clerk, signed and dated the license and returned it to Mr. Nelson.

**Clerk’s Report – Unapproved Minutes of February 9th, 2017, Board Meeting –** After review, Randy Arntson requested adding under the Road Report included the words “on gravel roads”. The sentence should read: Randy has found that sand seems to work the best and last longer on gravel roads. Jim Lucking motioned to approve the February 9<sup>th</sup> 2017 Clerk’s minutes as amended, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, carries.

**Treasurer’s Report:** The Treasurer’s Report was included in the agenda, and David Pederson led the discussion. After review, Bob Burgess motioned to approve the Treasurer’s Report as presented, and was 2<sup>nd</sup> by Jim Lucking. All in favor, approved.

**Communications** – were read by Lou Ann Zurn. Of note, the MATT Spring Courses will be held March 20<sup>th</sup> through April 7<sup>th</sup> at several MN locations. The nearest locations to Scambler are: Alexandria on March 31<sup>st</sup>, and Mahnomon on April 3<sup>rd</sup>. Payment is at the time of registration, only.

**Zoning Report** – Jim Lucking reported there have been no requests for site permits this month. Jim did share that he had heard from the Minnesota Dept. of Agriculture via email stating that they put together a PDF (which was included in the email) regarding guidelines specifically for the sampling of golf course soil for the contamination of mercury. Jim Noted they remain consistent in using the word “recommend” rather than “mandate”. Jim forwarded the PDF to Lou Ann to keep in the office with our Zoning Ordinance.

**Road Report** – Mike Johnson led the discussion. The report included in the agenda stated the blading of roads would be done as soon as possible. Mike Johnson stated Randy Arntson did the blading on Sunday, twice. More discussion followed on some of the roads.

The Pelican Valley Hospital Meeting Minutes remain filed in the office as they are received, and are available upon request.

**Property Board Report** – Bob Burgess reported there has been no activity this month.

**New Business** – Call for Gravel Class 5 and Modified and Dust Guard Proposals and dates – Mike Johnson recommended removing the word “modified” from the published proposal notice and the proposal forms on the website. There would be a price for Class 5 gravel only. It was decided to publish both the Call for Class 5 Proposals and the call for Dust Guard Proposals with the Pelican Press for the papers of March 22 & March 29, with the proposals to be opened at the April Board Meeting.

It was decided to audit the **2016 Clerk’s and Treasurer’s Financial Reports** at the end of the meeting. At this time, Dennis Carlblom arrived and was able to join the discussion that had just started on **Duck Lake Paving Discussion**, under New Business. There was much open discussion of the possibility of doing the paving of approximately 3/10<sup>th</sup> of a mile on Duck Lake Road this summer when Mark’s Sand and Gravel will be in the area working on the County Highway 9 project. Questions and discussion centered around what the township’s prep work might involve. This was just a brainstorming discussion to gather ideas and input. Dennis Carlblom recommended the Board resume discussion at a later date after they receive more specific information and communication from Mark’s Sand and Gravel.

**Scambler Township 2016 Financial Reports** – The Town Board Supervisors audited the Treasurer’s and Clerk’s 2016 financial reports. The reports were accepted as presented.

Mike Johnson motioned to adjourn the meeting, and was 2<sup>nd</sup> by Dennis Carlblom. All in favor, carries.

Submitted by:  
Lou Ann Zurn, Clerk, Scambler Township

**SCAMBLER TOWNSHIP BOARD MEETING MINUTES**  
**FEBRUARY 9<sup>TH</sup>, 2017, 7:00PM**

**Present:** Dennis Carlblom, Dave Ritchie, Jim Lucking, Bob Burgess, Mike Johnson, David Pederson, Lou Ann Zurn

The meeting was called to order at 7:000pm, and started with the Pledge of Allegiance.

**Approval of Agenda:** Jim Lucking requested to move Tim Crompton – Township Right of Way from New Business, to 1a under Approval of Agenda. Lou Ann Zurn requested to strike “March Board meeting date” from Other on the agenda, and to postpone the Scambler Township 2016 Financial Reports Audit under New Business until the March Board Meeting. Jim Lucking motioned to accept the Agenda as amended, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

At this time, Mr. Tim Crompton addressed the Board regarding a parcel of land approximately one mile west of Tamarac Lake owned by Mr. Theraldson. Mr. Crompton does contract work for Mr. Theraldson, and had a question about a road on that parcel asking whether it was a Township right-of-way. Dennis Carlblom stated, though he could not find anything in our records, he believed long ago the parcel in the middle of Mr. Theraldson’s property was tax forfeited to the County, and the County returned it to the Township’s ownership. Dennis further stated that when a parcel is landlocked, there must be an easement (not a right-a-way) to allow access. Mike Johnson added that it was basically a field road, and the Township does not maintain it. Several years ago, the Township put in the approach to allow machinery access when trees were going to be removed. Mr. Oberg was involved in that, and Mike suggested Mr. Crompton contact Mr. Oberg before he would start any project in there.

**Clerk’s Report – Unapproved Minutes of January 12<sup>th</sup> Board Mtg:** After review, Mike Johnson pointed out one word correction in the Clerk’s Report. Mike Johnson motioned to accept the minutes of the January 12<sup>th</sup> Board Meeting as amended, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

**Treasurer’s Report:** The Treasurer’s Report was reviewed and discussed. Dave Ritchie motioned to accept the Treasurer’s Report as presented, and was 2<sup>nd</sup> by Jim Lucking. All in favor, approved.

**Communications:** Lou Ann Zurn went over the communications received. Of note, the West Otter Tail Township Association 2017 Spring Meeting will be on Thursday, March

23, at the Lida Township Hall. Registration starts at 12:30, with the meeting starting at 12:45.

**Zoning Report:** Jim Lucking stated there were no current site permit applications in Scambler Township at present. He did receive a reply from Steve Fenske, MAT attorney, regarding his request for proper clarification/interpretation of a CUP (conditional use permit): the CUP applies strictly to the use of the land. The land can be used for what the CUP was applied for. A site permit still needs to be submitted to the Zoning Administrator. After approval, that is when the window for construction starts.

**Road Report:** The Road Report was attached to the Agenda. Mike Johnson reported it has been tough dealing with the all the ice. Mike commended Randy Arntson and his crew for the job they have been doing. Randy has found that sand seems to work the best and last longer on gravel roads.

**Property Board Report:** Bob Burgess reported he was contacted by a fellow interested in buying two lots in the Scambler cemetery for him and his brother, as his folks have lots there now. Bob said they would get together sometime in May when they can walk and look around better.

**Other – Appointment of Judges for March 2017 Township Election:** Mike Johnson motioned to appoint Jim Lucking, Vickie McGauley, and Judy Hoadley as election judges for the March 14<sup>th</sup>, 2017, Township Election, and was 2<sup>nd</sup> by Jim Lucking. All in favor, approved.

#### **New Business:**

- 1. Phillip Rotz – Organic Farming and Ditch Spraying:** Phillip Rotz approached the Board with a notification form for no ditch spraying he had filled out, along with a map. He is required to give these notification forms to township, county, and state as part of obtaining organic farming certification. The notification form will be filed in the Township office.

#### **Old Business:**

- 1. 2017-2018 Budget & 5-yr Road Plan Final Review before Annual Mtg.** - a copy of the 2017 Proposed 5-year Road Plan for discussion was included with the agenda. Mike Johnson went over the proposed road projects and discussion followed. Without any additions or changes, Mike Johnson motioned to accept the Proposed 5-year Road Plan as presented and bring to the Annual Meeting for the Board's approval. The motion was 2<sup>nd</sup> by Jim Lucking. All in favor, approved.

A copy of the 2017-2018 Proposed Budget was also included with the agenda and was reviewed and discussed. Mike Johnson motioned to increase the Fire Fund from \$20,000.00 for 2017 to \$21,000.00, and increase the Ambulance Fund from \$2000.00 for 2017 to \$6000.00, leave all the Road and

Bridge funds the same, for a total budget to bring to the Annual Meeting for approval of \$257,000.00. Jim Lucking 2<sup>nd</sup> the motion. All in favor, approved.

Dennis Carlblom provided copies to the Board members of the affidavit he had received from attorney Peter Tiede, regarding the litigation between Scambler Township Board and Pelican Lake Property Owner's Association. After review and discussion, Mike Johnson made a motion to authorize Dennis Carlblom to sign the affidavit on behalf of the Scambler Township Board. The motion was 2<sup>nd</sup> by Dave Ritchie. All in favor, approved.

Meeting adjourned and checks will be signed.

Submitted by Lou Ann Zurn, Clerk  
Scambler Township Board

**SCAMBLER TOWNSHIP BOARD MEETING MINUTES**  
**THURSDAY, JANUARY 12<sup>TH</sup>, 2017, 7:00PM**

**Present:** Dennis Carlblom, Dave Ritchie, Bob Burgess, Jim Lucking, Mike Johnson, David Pederson, Lou Ann Zurn

The meeting was called to order at 7:00pm, and started with the Pledge of Allegiance.

**Approval of Agenda:** Dennis Carlblom requested the item under Old Business, titled Agreement for the Division of Maintenance Responsibilities for a Town Line Road, be moved and listed as "b" under Approval of Agenda. Jim Lucking requested the item under Old Business, titled Legal Representation, be removed from the Agenda, as Litigation Update is listed on the Agenda under Old Business as well. Litigation Update will be addressed and discussed at the end of tonight's meeting in a closed session. Jim Lucking motioned to approve the agenda as amended, and was 2<sup>nd</sup> by Mike Johnson. All in favor, approved.

At this time, Wayne Johnson approached the Board with a signature sheet that had been signed by both Dunn and Pelican townships. The Board has had time to review the copy of the proposed Agreement for the Division of Maintenance Responsibilities for a Town Line Road, and discussion followed. This Agreement is between Pelican, Dunn, and Scambler Townships for sharing the maintenance of 460<sup>th</sup> Street from US Hwy 59 east to 220<sup>th</sup> Ave/Poss Beach Rd. Each Township will be responsible for conducting routine inspections and maintenance of their respective portions of the line road, such as brushing, mowing, inspection, signing, and weed control. Any major repair of the line road, such as crack sealing, seal coating, overlay of the pavement, asphalt repair, striping, etc. shall be shared at the percentage of cost as follows:

Dunn Township            55% of total summer maintenance cost

Scambler Township 17% of total summer maintenance cost

Pelican Township 28% of total summer maintenance cost

After discussion, Mike Johnson motioned to accept and sign the Agreement for the Division of Maintenance Responsibilities for a Town Line Road: 460<sup>th</sup> Street from US Hwy 59 east to 220<sup>th</sup> Ave/Poss Beach Rd. The motion was 2<sup>nd</sup> by Jim Lucking. All in favor, approved. The signature sheet was then signed and dated by Dennis Carlblom, Chairmen, and Lou Ann Zurn, Clerk. Lou Ann will mail copies of the completed signature sheet to both Dunn and Pelican townships. This Agreement, including a complete listing of specific division of maintenance and responsibilities and activities, will be filed in the Town Hall office.

**Clerk's Report – Unapproved Minutes of the Thursday, December 8<sup>th</sup>, 2016, Board Meeting.** After review, Jim Lucking motioned to accept the December 8<sup>th</sup>, 2016, minutes as presented, and was 2<sup>nd</sup> by Dave Ritchie. All in favor, approved.

**Treasurer's Report** – David Pederson detailed the financial report that was attached to the Agenda; discussion followed. David requested to add under Bills to be Approved at the January 12<sup>th</sup>, 2017 Board Meeting, a check for the Dunn Township invoice in the amount of \$17,490.75 for the work they did for Mark's Sand & Gravel on the 460<sup>th</sup> overlay project. This will be listed as check number 4129. With the addition, to total bills for approval for this date will be \$30,122.69. Mike Johnson motioned to approve the amended Treasurer's Report, and was 2<sup>nd</sup> by Bob Burgess. All in favor, approved.

**Communications** – Communications were read and discussed. Of note, the Otter Tail County's Assessor's Department's Board of Review for Scambler Township will be at the Scambler Town Hall on Tuesday, April 4<sup>th</sup>, 2017, at 9:30am.

**Zoning Report** – Jim Lucking reported a rather uneventful month. He did receive a phone call from Dawn Johnson, County Assessor's Office, Otter Tail County, requesting an update for site permits received in Scambler Township for the last few months of 2016. Jim was able to provide that information for her.

**Road Report** – Mike reported Randy Arntson and he have been trying to keep up with the clearing of the roads and ice. Mike Johnson suggested if you have a situation that needs attention, call him. Randy Arntson addressed the Board to consider the need for a "No Winter Maintenance" sign on each end of the east half of 460<sup>th</sup>. After further discussion, the Board recommended the Township purchase a total of five (5) "No Winter Maintenance" signs: two signs for the east half of 460<sup>th</sup>, one on each end; two sign for Hog's Back Road from the culdesac to the end of the road, one at each end; and one sign for the south end of 195 (the north end is not accessible).

**Pelican Valley Hospital Board** meeting minutes and financial reports are filed in the Township Office, and are available upon request.

**Property Board Report** – Bob Burgess reported the Property Board met on December 15, 2016, and reviewed and clarified the Cemetery Bylaws. Karen Hart is away until



April, so the proposed revisions and clarifications of the Cemetery Bylaws will be presented to the Town Board at the April Board Meeting.

**Resolution for Absentee Ballot Board #2017-01** – was presented to the Board and reviewed. Dennis Carlblom motioned to approve the 2017 Resolution for Absentee Ballot Board, #2017-01, and was 2<sup>nd</sup> by Jim Lucking. At this time, Dennis Carlblom informed the Board of his findings after further study of the Minnesota Statutes regarding filling a vacancy for an office. When a Clerk leaves office within the first term, the Board appoints a Clerk until the next Town election date. At that election, the Clerk position becomes a Special Election for only a one year term in order to fill out the (2yr) term (MN Stat. 367.03, subd. 6). Further notices in the Press regarding the election will include this information, and the township ballot will state the office open for Clerk as a Special Election for a one year term to fill out the term ending in March of 2018.

### **Old Business**

**1. Town Hall Rental Policy and Application review** – This item was tabled to appear in the April Town Board meeting.

### **New Business**

**1. 2017-2018 Proposed Budget and 5-year Road Plan discussion** – David Pederson brought up for discussion increasing the Fire Fund to \$21,000.00 for 2017-2018, since we have had to move funds from the Ordinary (General) Fund to the Fire Fund in the past. Mike Johnson reported on the 5-Year Road Plan for 2016, the two projects for 2016 were completed in 2016 and, together, were completed under budget. Those two 2016 projects were: South Pelican Drive, one-mile overlay, and 460<sup>th</sup> east of highway 59, ¼ mile overlay. At present, the only thing listed for 2017 is Road Maintenance Only. Mike brought up for discussion the possibility of one smaller project for 2017: to build up the east end of 460<sup>th</sup> to Sand Lake Road. This would be a 3/8 mile stretch. Some discussion followed. Dennis Carlblom tabled further discussion to the February meeting to allow Supervisors time to review the proposed Budget and 5-yr Road Plan, think about priorities, and bring your ideas to the February Board meeting. At that time, a final proposal for both the budget and 5-yr road plan will need to be reached in order to bring to the Annual Meeting in March.

**2. Illegal Snow Removal** – Randy and Mike have spoken with some township residents regarding the unlawful deposit of snow on township roads. Randy says the situation is getting better. If problems persist, a personal letter will be sent.

**3. Litigation Update** – The Town Board meeting was then closed to the public to discuss any updates in the litigation matter with the Pelican Lake Property Owner's Association. The next Scambler Township Board Meeting is scheduled for Thursday, February 9<sup>th</sup>, 2017, at 7:00pm.

The meeting was adjourned, and checks were signed.

Submitted by:

Lou Ann Zurn, Clerk

Scambler Township