

CORINNA TOWNSHIP BOARD MEETING  
Tuesday, May 3, 2011, 7 p.m.  
Corinna Township Hall  
9801 Ireland Avenue NW, Annandale, MN

Unofficial Minutes

Present: Chairman John Dearing; Vice-Chairman Richard Naaktgeboren; Supervisor Chuck Carlson; Deputy Clerk/Treasurer Jennifer Kemp  
Others in Attendance: Planning and Zoning Administrator Ben Oleson; Planning Commission Vice-Chair Dan Shay; Maintenance Man Doug Smith; Maintenance Man Mark Miller; Bonnie Shay; Tim Young

Call to Order and Pledge of Allegiance at 7:02 p.m.

April 19, 2011 Town Board Meeting Minutes: A motion was made by Naaktgeboren, seconded by Carlson, to approve the April 19, 2011 Town Board Meeting Minutes. Motion carried unanimously.

Agenda for the May 3, 2011 Town Board Meeting: A motion was made by Naaktgeboren, seconded by Carlson, to approve the Agenda for the May 3, 2011 Town Board Meeting with the following additions: Tom Zumwalde Complaint of 5/3/2011; E-mail of 5/3/2011 Regarding 8029 Iten AV NW; New Corinna E-mail Address and Subscription for Electronic Newsletter; School District Bond Issue Meeting at Corinna Town Hall: Thursday, 5/12/2011 – Town Board and all Township Residents Invited. Motion carried unanimously.

Maintenance Men: Work order log; work orders # 48, 51, 72, 73, 74, 75, 76, 77, 78, 79 - Maintenance Men and Town Board discussed pending work orders. Miller stated a post and reflectors will be placed near Ohnsorg's retaining wall. Miller said frost boils are very bad this year and will require a couple thousand more yards of gravel than expected.

Memo to Maintenance Men: Memo content from April 19, 2011 meeting minutes regarding road striping, Maintenance Outlook Report, Montgomery Avenue seal coat and 500 gallon fuel tank pump.

Maintenance Outlook Report: Reviewed.

108<sup>th</sup> Street: Survey currently being done. Tom Zumwalde complaint of 5/3/2011 stated township right-of-way is marked in the wrong place. Town Board is in agreement with the surveyor, Dennis Taylor. Naaktgeboren stated trees can be cleared once survey is complete. Carlson expressed possible need for an informational meeting. Naaktgeboren commented regarding disappearance of right-of-way markers. Miller stated he will use sign posts to mark the right-of-way.

500 Gallon Fuel Tank and Pump: Referenced within memo to maintenance men dated 4/19/2011.

Crack Seal, Seal Coating and Road Striping: Referenced within memo to maintenance men dated 4/19/2011.

Montgomery Avenue Seal Coat: Corinna Town Board is waiting for the Southside engineer to give Southside a recommendation on this project.

Requests to be on the Agenda: None

Other Business:

1. Planning Commission: Chair Quiggle was absent. Dearing expressed concern regarding time lapse between Planning Commission Meeting and Corinna Town Board Meetings. Oleson discussed changing Planning Commission meetings to the second Tuesday of the month to create consistent time between meetings each month. Oleson will discuss with Planning Commission on 5/5/2011.  
Procedure for Variance Approval, Etc.: Oleson discussed using a standardized method to determine entitlements upon a parcel by possibly getting a checklist from Wright County. Requirement of complete application package before acceptance was discussed.  
Where to Get PDF of Files Larger Than 11x17 Inches: Discussed county sending PDF files to township vs. requiring applicant to provide at time of application. Carlson expressed opinion of requiring complete

package including PDF file at time of application would be best. Deputy Clerk Kemp will check feasibility of acquiring PDF file from county for variance requests.

Next Corinna Planning Commission Meeting: 5/5/11, 7 p.m., Town Hall.

Clearwater/Pleasant Regional Park: Letter of 4/20/2011 to Greg Kryzer from John Peterson; 4/21/2011 letter to John Peterson from Greg Kryzer; Draft Road Maintenance Agreement; Reviewed.

2. 8029 Iten AV NW: Received complaint regarding business possibly started in residential neighborhood. Letter of 4/25/2011 regarding possible zoning violation; e-mail of 5/3/2011 on table tonight; Waiting for resident response to 4/25/11 letter.

Gordon/Bryan – 6400 102<sup>nd</sup> Street NW: Citation issued – first court appearance 3/30/2011 was continued to 4/6/2011, at which time Mr. Gordon entered a plea of not guilty. The pre-trial hearing is 5/25/2011 at 1:30 p.m. Dearing stated a Sheriff's Deputy was at the property 5/2/2011.

Robert Balogh, Jr. – 8611 Griffith Avenue NW: Metro West letter of 9/28/10 sent certified mail to Robert Balogh regarding the condition of buildings at 8611 Griffith AV NW. The hazardous condition of the buildings was reported to Metro West Inspection Services on 7/29/10. Letter of 2/7/11 to Corinna from Attorney Tim Young. Memo of 2/10/11 from Tom Salkowski. In regard to noxious weeds: Mr. Balogh received a continuance for dismissal on the condition that he mows his grass by 5/20/2011.

3. Board of Appeal and Equalization Meeting Notes of 4/20/2011: Reviewed.

4. Junk Amnesty Report: Saturday, 7/30/11; Naaktgeboren stated some of last year's volunteers would like to return again this year.

5. New Corinna e-mail Address and Subscription for Electronic Newsletter: Corinna Township has a new email address [clerk@corinnatownship.com](mailto:clerk@corinnatownship.com) (old address will continue to work). Website ([www.corinnatownship.com](http://www.corinnatownship.com)) has a link to sign up for receipt of semi-annual newsletter via email.

6. Building Use May 2011: Reviewed.

7. Monthly Corinna P and Z Report for April, 2011: Reviewed.

8. Wright County Administrators' Association Meeting Thursday, 5/12/2011: Naaktgeboren expressed possibility of attendance. Dearing and Carlson will not attend.

9. Clean Water Land and Legacy Act Funds Workshop Wed. 5/25, 4-6 PM, Monticello: No plans to attend.

10. Census Challenge: Town Board feels 2010 Census numbers are incorrect. Dearing stated there is no benefit to the township for challenging the numbers.

11. Federal Communications Commission: Letter of 4/14/2011 regarding compliance with 1/1/2013 narrow banding deadline; Reviewed.

12. MN Management Class Brochures: Public management and Public Supervision Certificate; Reviewed.

13. Xcel Energy: Filing regarding franchise fees in MN communities; Reviewed.

14. School District Bond Issue Meeting at Corinna Town Hall: Thursday, 5/12/2011 – Town Board and all Township Residents Invited; Reviewed.

Payment of Claims: Motion by Dearing, seconded by Carlson, to approve Direct Deposit Payroll Checks #246 through 249; EFT 2011-27 through EFT 2011-30, Check #16239 through Check #16252, in the amount of \$15,439.16. Motion carried unanimously.

With no further business to come before the board, a motion was made by Naaktgeboren, seconded by Carlson, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 9:25 p.m.

Respectfully submitted,

May 17, 2011

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Jennifer Kemp, Deputy Clerk/Treasurer

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Richard Naaktgeboren, Vice-Chairman