

CORINNA TOWNSHIP BOARD MEETING
Tuesday, June 4, 2013, 7 p.m.
Corinna Township Hall
9801 Ireland Avenue NW, Annandale, MN

Official Minutes

Meeting Call to Order and Pledge of Allegiance was at 7:00 p.m.

Present: Chairman Chuck Carlson; Vice-Chair John Dearing; Supervisor Richard Naaktgeboren; Clerk/Treasurer Mary Barkley Brown; Deputy Clerk/Treasurer Jean Just; Corinna Planning and Zoning Administrator Ben Oleson; Corinna Maintenance Men Mark Miller and Doug Smith.

Others in Attendance: Ron Mares.

Approve or Amend Agenda, Town Board Meeting, June 4, 2013:

A motion was made by Naaktgeboren, seconded by Dearing, to approve the Agenda with the following additions: Engineer Shane Nelson E-mail of 4/6/2013 to Corinna Regarding Wetland Permits; Wright County Highway Department Letter of 5/30/2013 Regarding Preconstruction Meeting; Wright County P and Z Letter of 5/31/2013 Regarding Ordinance Amendments; Wright County P and Z Letter of 5/20/2013 Regarding 60 Day Extension for Application for MN Feedlot Reg. # 171-67434 Mol; Judith Bryan Letter of 6/1/2013 Regarding Junk and Burning Violations at 6400 102nd ST NW; State Demographers Letter of 6/1/2013. Motion carried unanimously.

Approve or Amend Minutes, Town Board Meeting, May 21, 2013:

A motion was made by Dearing, seconded by Naaktgeboren, to approve the Minutes of the Town Board Meeting of May 21, 2013. Motion carried unanimously.

Consider Bids for 108th Street Project:

Base bids were as follows:

Knife River Corporation: \$437,006.22;
Hardrives, Inc.: \$443,331.78;
Mid Minnesota Hot Mix \$528,826.60.

Bid Alternate #1 as follows:

Knife River Corporation: \$39,064.45;
Hardrives, Inc.: \$31,409.19;
Mid Minnesota Hot Mix: \$41,944.76.

Engineer Shane Nelson E-mail of 4/6/2013 to Corinna Regarding Wetland Permits: E-mail from Engineer Shane Nelson was read and discussed regarding wetland permits, which are needed in order to complete Alternate Bid #1. Nelson has received written correspondence from the US Army Corps of Engineers and from BWSR stating that they plan to approve, however we do not have the official permits yet.

A motion was made by Dearing, seconded by Naaktgeboren, to award the Base Bid plus the Bid Alternate #1 to Hardrives for a total contract value of \$474,740.97. Motion carried unanimously.

Shane Nelson's E-mail stated that he will work with Hardrives to ensure that the impacts do not occur until after the necessary permits are received.

Consider Proposal for Construction Material Testing Services from Independent Testing Technologies, Inc.:

A motion was made by Dearing, seconded by Naaktgeboren, to award contract for Construction Material Testing Services to Independent Testing Technologies, Inc., at rates in quote. Motion carried unanimously. Shane Nelson had stated at the May 21, 2013 Town Board Meeting that it is usually best to use the same soils testing company throughout the project, and this firm had done the testing from the beginning.

Wright County Highway Department: Reviewed Wright County Highway Department Letter of 5/30/2013 Regarding Preconstruction Meeting and Pre-Construction Meeting Notice for 2013 Township Signing Project Wed., 6/12/2013 at 10 a.m. at Wright County LEC. Jean Just, Mark Miller, and Dick Naaktgeboren will attend.

Maintenance Outlook Report: Reviewed. It was noted that the tree removal for Gerald Schafer will be delayed as the township has started gravel hauling, which takes approximately 1.5 weeks plus any days they are rained out.

Cedar Lake Turn-Around for School Bus: Naaktgeboren stated that he has not received an update yet from Mattice. Naaktgeboren will contact Mattice again.

Create Drainage and Utility Easement: 7554 Isaak AV NW. Naaktgeboren said that he has talked to property owners involved – Daniel and Julie Flynn, 7528 Isaak AV NW; and Dennis Bloomquist, 7554 Isaak AV NW. Both parties have agreed to the drainage and utility easement.

A motion was made by Naaktgeboren, seconded by Dearing, to begin process of creating a drainage and utility easement between or near these properties. Motion carried unanimously. Clerk Brown was directed to contact Taylor Land Surveyors about surveying the properties for easements.

State Parks Road Account Program: Clerk Brown reviewed a grant program with the Town Board on behalf of a citizen that requested a tar road leading to the south public water access of Sugar Lake. The program exists to help local governments improve access to public recreation facilities. If the township were awarded a grant, the engineering costs would have to be paid by the township. The Town Board advised Clerk Brown to let the property owner know that she would need a petition signed by the property owners abutting the road, agreeing to pay the engineering costs, in order for the township to apply for the grant.

Requests to be on the Agenda:

1. Wright County Commissioner Chris Husom was not in attendance due to scheduling conflict.

Other Business:

1.

P & Z Administrator's Report: Agenda 6/11/2013 - reviewed. Oleson and the Town Board discussed the process for final plat approval in Corinna Township. Oleson was directed to send a letter to Sean Riley regarding the process for final plat approval.

Wright County P and Z Letter of 5/31/2013 Regarding Ordinance Amendments: Oleson will have the Planning Commission review and give recommendations to Town Board.

Next Corinna Planning Commission Meeting: Tuesday, 6/11/13 at 7:00 p.m.

Corinna P & Z Monthly Report of May, 2013: Reviewed.

2. 8909 Linn AV NW, PID#206-000-192203 Ordinance Violation: Corinna letter of 5/31/2013 to Garthe was reviewed.

6400 102nd ST NW, PID# 206-000-1213003: Corinna letters of 5/31/2013 to Gordon and Bryan; Oleson letters of 5/31/2013 to Gordon and Bryan; Judith Bryan Letter of 6/1/2013 to Corinna Regarding Junk and Burning Violations at 6400 102nd ST NW – reviewed.

Wright County P and Z Letter of 5/20/2013: Regarding 60 Day Extension for Application for MN Feedlot Reg. # 171-67434 Mol – reviewed.

3. Local Board of Appeal and Equalization Training Session: Wed. 9/11/13, 1:00 – 4:00 p.m., Wright County Courthouse - reviewed. Clerk Brown was advised to find out who is due for training.

4. Building Use June 2013: Reviewed.

5. Request for Quotes for Annual Township Audit: Quotes are due 6/18/2013 at 3 p.m.

6. Couri and Ruppe Township Legal Seminar: Thur., 6/13/13, 9:00 a.m. – 4:00 p.m. – reviewed. No one is attending.

7. MN Association of Townships Summer Short Course: Monday, 6/17/2013 at St. Cloud – reviewed.

8. State Demographers Letter of 6/1/2013: Reviewed.


Any Other Business That May Come Before the Board: None.

Payment of Claims: Motion by Carlson, seconded by Dearing, to approve Direct Deposit Payroll JE 2013-21 through 2013--23 (Miller Welle Heiser Payroll Service); Payroll Checks #605 through #608 (Miller Welle Heiser Payroll Service); Check # 18427 through Check # 18449 in the amount of \$53,467.64. Motion carried unanimously.

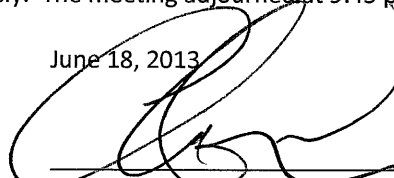
With no further business to come before the board, a motion was made by Dearing, seconded by Naaktgeboren, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 9:45 p.m.

Respectfully submitted,

June 18, 2013



Mary Barkley Brown, Clerk/Treasurer



Chuck Carlson, Chairman