

CORINNA TOWNSHIP BOARD MEETING  
Tuesday, July 2, 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.

Others in Attendance: Maintenance Men Mark Miller and Doug Smith; Planning and Zoning Administrator Ben Oleson.

Approve or Amend Agenda, Town Board Meeting, July 2, 2013:

A motion was made by Dearing, seconded by Naaktgeboren, to approve the Agenda. Motion carried unanimously.

Approve or Amend Minutes, Town Board Meeting, June 18, 2013:

A motion was made by Naaktgeboren, seconded by Dearing, to approve the Minutes of the Town Board Meeting of June 18, 2013. Motion carried unanimously.

Consider Quotes for Annual Township Audit: A motion was made by Naaktgeboren, seconded by Dearing, to contract with Schlenner Wenner and Co. for the audit of financial statements of Corinna Township for the years ended Dec. 31, 2013, 2014, and 2015. Fees are as follows: year ended Dec. 31, 2013: \$5,750.00; year ended Dec. 31, 2014: \$5,900; and year ended Dec. 31, 2015: \$6,050.00 Motion carried unanimously. Other quotes were from Clifton Larson Allen, for a fee of \$6,200 per year for years ended Dec. 31, 2013, 2014 and 2015 and Conway, Deuth & Schmiesing, PLLP, for the following fees: year ended Dec. 31, 2013: \$5,750.00; year ended Dec. 31, 2014: \$5,900; and year ended Dec. 31, 2015: \$6,050.00. The decision to contract with Schlenner Wenner and Co. was based on the considerable time needed for start-up with a new auditing firm, and that Conway, Deuth & Schmiesing, PLLP has not done a township audit before, only city audits.

108<sup>th</sup> Street Project: Contract Agreement and Notice of Award for 108<sup>th</sup> Street and Lawrence Avenue Improvements, Certificate of Liability Insurance, Performance and Payment Bond. A motion was made by Carlson, seconded by Dearing, to approve the contract agreement for 108<sup>th</sup> Street and Lawrence Avenue improvements. Motion carried unanimously.

Township Signing Project: Jean Just provided an update. An e-mail from Bill Cordell, Wright County Highway Department was reviewed regarding the additional signs needed. Corinna must have a maintenance agreement and keep inventory of all signs.

Maintenance Outlook Report: Reviewed.

Cedar Lake Turn-Around for School Bus: Corinna letter of 6/27/13 to Marc Mattice was reviewed.

Create Drainage and Utility Easement: 7554 Isaak AV NW – no action taken.

Requests to be on the Agenda: None.

Other Business:

1. P and Z Monthly Permit Report: Reviewed.  
Planning Commission Public Hearings for 7/9/13: Reviewed.  
Planning and Zoning Administrator Ben Oleson brought a request to the Town Board from Mark Mengelkoch, property address: 11325 Hollister AV NW, Maple Lake, PID #s 206-056-004130, 206-057-001020, 206-057-001030, 206-000-024103, 206-000-024102, who is building a garage across the road from his house. He asked if he can place the garage 5' closer to the road (10' from the road, rather than

15' from the road) than what had been discussed at the recent variance hearing. A motion was made by Carlson, seconded by Dearing, to deny the request. Motion carried unanimously.

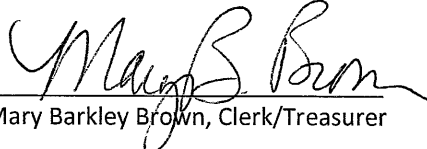
Oleson let the Board know that he had presented a proposed final plat process to Sean Riley of Wright County P&Z based on their previous discussions about the issue and that Sean stated he was satisfied with this being the process for the remainder of 2013, subject to change when the Township and County reach a new agreement on shoreland zoning for 2014. Oleson asked if the Town Board wanted to have its Chair sign off on the plat in addition to the County Board Chair. The Board said no. Oleson asked if the Town Board wanted to have its Attorney review title opinions, as the County Attorney indicated they could only review the title opinion for the County Board's benefit. The Board said yes.

2. 11173 Hart AV NW – PID# 206-056-008070: Oleson letter of 6/21/13 to Denise Carlson. Carlson response of 6/24/2013 via phone message was reviewed. Carlson stated that recreational vehicle was only for temporary use while remodeling and should not be occupied longer than one more week.  
11152 Highland AV NW: Notified on 6/21/13 by Craig Schultz that the building was torn down.  
7987 105<sup>th</sup> ST NW - PID # 206-000-113204: Mol permit 6/25/13 to 6/26/14 was reviewed.  
8661 and 8611 Griffith AV NW: Citizen complaint of 6/28/13 regarding lawns not mowed. Letters will be sent to property owners.  
6400 102<sup>nd</sup> 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 102<sup>nd</sup> ST NW; 6/25/13 Citizen complaint regarding property reviewed.
3. Local Board of Appeal and Equalization Training Session: Wed. 9/11/13, 1:00 – 4:00 p.m., Wright County Courthouse (Chuck Carlson is due for this training session).
4. Building Use July, 2013: Reviewed.
5. Special Town Board Meeting: 7/1/13 10 a.m. at 11859 – 89<sup>th</sup> ST NW to consider culvert.
6. Wright County Township Officers Association Meeting: Wed. 7/10/13, 6:30 p.m., Stockholm Community Center - all Supervisors plan to attend. 4/11/2013 Annual Meeting Minutes were reviewed.
7. Annandale State Bank Letters of 6/10/13 regarding CDs Maturing: Carlson spoke to bank representative. No action taken at this time.
8. Corinna Newsletter July 2013: Reviewed.
9. Junk Amnesty Day: Saturday, July 27, 7:30 a.m. – noon.  
Any Other Business That May Come Before the Board: A motion was made by Naaktgeboren, seconded by Carlson, to close the Town Hall on Friday, July 5, 2013. Motion carried unanimously. Clerk Brown will post notice on Corinna Website and at the Town Hall.

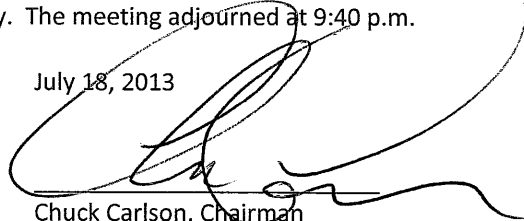
Payment of Claims: Motion by Naaktgeboren, seconded by Dearing, to approve Direct Deposit Payroll JE 2013-28 through 2013-30 (Miller Welle Heiser Payroll Service); Payroll Checks #616 through #619 (Miller Welle Heiser Payroll Service); Check # 18463 through Check # 18486 in the amount of \$169,412.26 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 9:40 p.m.

Respectfully submitted,

  
Mary Barkley Brown, Clerk/Treasurer

July 18, 2013

  
Chuck Carlson, Chairman