

CORINNA TOWNSHIP BOARD MEETING
Tuesday, December 15, 2020 - 7:00 p.m.
Corinna Township Hall
9801 Ireland Avenue NW, Annandale, MN

Minutes Unapproved

This meeting was open to the public.

Chairman: John Dearing
Vice-Chairman: Larry Smith
Supervisor: Chuck Carlson

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

Present: Chair John Dearing; Vice-Chairman Larry Smith; Chuck Carlson; Clerk/Treasurer Mary Barkley Brown.

Absent: Deputy Clerk/Treasurer Jean Just.

Others in Attendance: None.

Approve or Amend Agenda, Town Board Meeting, December 15, 2020: A motion was made by Smith, seconded by Carlson, to approve the Agenda with the following addition: Storm Water Pond Easement Agreement – Ramme. Motion carried unanimously. Copies of the previous Meeting Minutes and this Meeting's Agenda are available for those attending this meeting.

Approve or Amend Minutes, Town Board Meeting, December 1, 2020: A motion was made by Carlson, seconded by Smith, to approve December 1, 2020 Meeting Minutes. Motion carried unanimously.

Approve or Amend Minutes, Town Board Meeting, November 23, 2020: A motion was made by Carlson, seconded by Smith, to approve November 23, 2020 Meeting Minutes. Motion carried unanimously.

Maintenance Outlook Report, Maintenance Log and Calendar: Reviewed.

Open Gravel Quotes of 4,000 c/yards (more or less) of Class 5 gravel – 4,000 c/yards not loaded for 2021: Materials are to meet MNDOT specifications and have a minimum of 7% binder. Materials are to be crushed and stockpiled. Graduation testing is to be done by township at time of crushing. Materials will be removed on a continuing basis from May 15, 2021 through November 30, 2021. Gravel pit must be within 10 miles of Corinna Town Hall.

Two quotes were received and opened:

Annandale Rock Products, Inc: Class 5 gravel – \$9.38 per cubic yard - loaded price; or Class 1 gravel - \$9.59 per cubic yard - loaded price.

Kolles Sand and Gravel: Class 5 gravel - \$6.85 per cubic yard – township loads themselves – only township trucks.

A motion was made by Smith, seconded by Carlson, to accept the low quote of \$6.85 from Kolles Sand and Gravel. Township will load. Motion carried unanimously.

Requests to be on the Agenda: None.

Other Business:

1. Planning and Zoning Administrator's Report: Final Plat – Gruys – Indian Lookout was not ready for action at this time. Reviewed P and Z Administrator's Report. There were no action items. Smith stated that there had been a discussion at the December Planning Commission Meeting about shortening the Planning Commission Meeting Minutes. The Board does not wish to shorten the minutes' style as the

Board feels the minutes, as they are written, can be very important in looking back at decisions that were made in the past.

2. Planning Commission Roster for 2021: A motion was made by Smith, seconded by Carlson, to appoint Barry Schultz to another three-year term. Motion carried unanimously.
3. Filing Notice for Town Board Supervisor for Term of Three Years: Reviewed.
4. Recycling Calendar 2021: Reviewed.
5. December 24 – Town Office: Christmas Eve and New Year's Eve the Township Office will be open until 11:30 AM.
6. Regular Town Board Meeting Dates for 2021: A motion was made by Smith, seconded by Carlson, to approve dates for 2021. Motion carried unanimously.
7. Planning Commission Meeting Dates 2021: A motion was made by Carlson, seconded by Smith, to approve dates for 2021. Motion carried unanimously.
8. Election Judges for March 9, 2021 Elections: A motion was made by Carlson, seconded by Smith, to approve Election Judges for March, 2021 Election. Motion carried unanimously.
9. Job Descriptions for Maintenance Workers and Local 49 Premium Rate for March 1, 2021: A motion was made by Smith, seconded by Carlson, to approve Corinna Township Job Descriptions for Maintenance Workers. Motion carried unanimously. The Town Board also reviewed the Union maintenance men's insurance rates, which increase \$60 each man/per month, starting March 1, 2021.
10. Resolution 2020-14 Designating Annual Polling Place: A motion was made by Carlson, seconded by Smith, to approve Resolution 2020-14. Motion carried unanimously.
11. Certificate of Deposit Maturing Notices: Reviewed. No changes made.
12. Dustcoat for 2021: Clerk Brown is to advertise for bids in January, 2021, for February, 2021 bid opening.
13. Union Agreement for 1/1/2021 – 12/31/2023: A motion was made by Smith, seconded by Carlson, to approve agreement. Motion carried unanimously.
14. Final Levy Certification: Reviewed.
15. Arlene Marshall Trust Property: A motion was made by Carlson, seconded by Smith, to have Clerk Brown call Arlene Marshall regarding the strip of property the Township purchased from her for a short road between Irvine AVE NW and Isaak AVE NW. The strip is no longer needed as the Township built the road between Irvine AVE NW and Isaak AVE NW a few lots away from her property. Motion carried unanimously.
16. Storm Water Pond Easement Agreement – Ramme: A motion was made by Dearing, seconded by Smith, to approve agreement. Motion carried unanimously.

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

Information on File:


Office of the State Auditor: E-Update 12/4/2020 was reviewed.

Payment of Claims:


A motion was made by Smith, seconded by Carlson, to approve Direct Deposit Payroll JE 2020-072 through JE 2020-074 (Miller Welle Heiser Payroll Service); Payroll Checks #1512 through #1517 (Miller Welle Heiser Payroll Service); Check #22543 to Check # 22567 in the amount of \$29,464.66. Motion carried unanimously.

A motion was made by Smith, seconded by Carlson, to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 8:35 p.m.

Respectfully submitted,


Mary Barkley Brown, Clerk/Treasurer

January 7, 2021


Larry Smith, Vice - Chairman