

**Arthur Township
Town Board Meeting
Minutes of May 8, 2023**

APPROVED

Present were: Chairman Matt Johnson, Supervisor Lisa Holcomb, Supervisor Becky Hadhazy, Clerk Ashley Martin, Treasurer Teri Bentler, Road Manager Fred Sawatzky and Assist. Zoning Admin. Tom Jones.

Visitors present were: Mikki Schafer, Gene Kramer, Jerry and Lana Black, Eric and Alissa Canfield

The meeting was called to order at 5:00 PM.

The Pledge of Allegiance was said.

Supervisor Holcomb moved to approve the Board of Canvass minutes dated March 14, 2023. Supervisor Hadhazy seconded. All were in favor.

Supervisor Holcomb motioned to approve the April 24, 2023, minutes. Supervisor Hadhazy seconded. All were in favor.

No Additions/Changes were made to the agenda.

PUBLIC COMMENT – No public comments were made.

TREASURER'S REPORT

Treasurer Bentler gave the Treasurer's report as stated on the agenda. Supervisor Holcomb moved to approve the Treasurer's report account balance of \$236,903.54, general claims 11507-11522 in the amount of \$49,257.46, payroll claims 3764-3768 and 3770-3771 in the amount of \$4,313.50. Claim 3769 was voided. And monies from the Clerk in the amount of \$8,385.00, all for permits received. Supervisor Hadhazy seconded. All were in favor.

OLD TOWNSHIP BUSINESS

1. Road Report

A. A Request for Proposal for Brushing was drafted and approved. Supervisor Holcomb moved to publish in the Kanabec County Times, post and send to area contractors. Supervisor Hadhazy seconded. All were in favor.

B. A resolution regarding Linden Woods Development driveway request by Dan Cook was drafted. Supervisor Holcomb motioned to approve Resolution and record said Resolution. Supervisor Hadhazy seconded. All were in favor.

C. Brunswick Township is in receipt of the updated Town Line Agreement and will return with signature. Road advisor will meet with Knife Lake township to discuss updating their agreement.

D. Discussion was held with road maintenance contractor, Black's Excavating, regarding approval and signature of the road maintenance contract. Jerry asked that the Town Board would consider changing the date for snow removal to be 3:00 AM instead of 2:00 AM per Kanabec County's timeframe for plowing. Jerry stated that starting to plow the township's most traveled roads first, may be easier this winter, if they can get a new grader this year. Jerry will also provide pricing for the tractor as this was missing from the paperwork for the contract. Supervisor Holcomb moved to approve the contract with these requested changes. Supervisor Hadhazy seconded. All were in favor.

E. Other Road issues:

i. The road manager suggests the Road Contractor dumps gravel on Grace and Roberts Streets to clean up the road issues once weight restrictions are able to come off.

ii. Black's Excavating will notify the township of a specific address where the mailbox post was installed too low, and it is difficult to get equipment properly by.

iii. Discussion was held regarding mailbox placement and ROW issues on Island View Drive. Snow is consistently packed in the ROW for mailbox accessibility and the cul-de-sac road is too narrow for proper mailbox placement. Board will review this issue and discuss it during the upcoming road review.

iv. The grading issues were discussed for Oslin Road and Ridge Circle.

2. ZA Report

A. An update from zoning was given in respect to an ordinance that requires accessory buildings to be built on adjacent lots only. The owner of the residence in question stated they followed covenants; however, the township does not enforce covenants.

i. Property on Rolling Oaks was discussed regarding setback issues on the double lot. The building does not meet setback requirements, but the owner was advised by zoning to apply for a variance if they wished.

B. Discussion has continued with MIDCO. There was also an issue opening/accessing the permit PDFs provided through email.

C. A letter was received from the Kanabec County Commissioners, in response to the township's letter sent in April. The County Board has asked that the issue be handled by the Environmental Services Department.

D. The State of Minnesota has not been in contact with the road advisor regarding ROW signs installation. The township cannot put signs in County or State right-of-way without State's permission.

E. Other Zoning Issues:

i. There was discussion about notices received from Environmental Services regarding public hearings for Conditional Use Permits and Variances.

ii. The Board requested the need for further discussion with regards to density requirements within the township ordinances for current and future permits.

3. Recycling – Nothing to discuss.

4. Safety Issues - No update for discussion.

5. Several options were presented for a new whiteboard. Supervisor Holcomb motioned to purchase a whiteboard on wheels for township business. Supervisor Hadhazy seconded. All were in favor.

6. The new computer will be ordered, and installation will be scheduled.

7. There is no update regarding 2026 Highway 23.

8. A response has not been received from property owners on 177th Ave. Road manager advises to gravel the road and work within the right-of-way. The Town Board will investigate this issue during road review.

9. Discussion pertaining to Lucy Schultz's water line was held. The township will try to locate a line for the water and possibly be able to put a hydrant at the end of the line.

10. All township employees will attend the AWAIR training after the regularly scheduled meeting on May 22, 2023.

11. A change was made for the date of Road Review. The township wide road review will now be on May 24, 2023, starting at 1:00PM.

NEW TOWNSHIP BUSINESS

1. The owner of Red Umbrella Coffee Roaster was in attendance to discuss permits and business requirements with the town board. Currently the township is working to decipher the correct route to take with regards to this home-based business and Minnesota Cottage Law. The Board suggests the owner attends the next Planning Commission meeting on June 5, 2023. Business owner was advised that the Planning Commission may have a better idea of what is needed

to add-on to the current business structure and any other additional permits/requirements.

2. The owners of Canfield Pines presented new information to the Board regarding a change to their original Conditional Use Permit. Owners are considering reducing the number of sites, no longer including RV storage, and possibly creating a community center/convenience store on site for guests. The owners stated rather than having RVs and campers on the property, they are considering having custom tiny homes for guests to rent. The Township Board discussed with the owners that these changes would make their original Conditional Use Permit null and void and the process would need to begin over again. In the interim, they were advised to get a preliminary plat to the County and then go from there.
3. A discussion was held regarding painting the recycling building's front door.
4. An updated Road Order list was provided to the Board for review.

PUBLIC COMMENT – Gene Kramer wishes to be on the next meeting's Agenda.


OTHER DISCUSSION – Discussion was held regarding office supplies and cap for price of items without Board approval.


NEXT TOWN BOARD MEETING IS May 22, 2023, at 5:00 PM.

AWAIR Training will be held following the May 22, 2023, meeting.

ROAD REVIEW will be held May 24, 2023, at 1:00PM.

Supervisor Holcomb moved to adjourn the meeting at 7:10 PM. Supervisor Hadhazy seconded. The meeting was adjourned.

 5/22/2023
Matt Johnson, Chair Date


Ashley Martin, Clerk