

TURTLE RIVER TOWNSHIP
BELTRAMI COUNTY, MINNESOTA
May 12, 2022
BOARD OF SUPERVISORS REGULAR TOWN BOARD MEETING
7:00 p.m.
AGENDA

Call Meeting to Order
Citizen's Input

CONSENT AGENDA

I. Town Board

- A. April Regular Town Board Meeting Minutes
- B. April Treasurers Report
- C. Work session for County Interim Use Permit April 20
- D. May Zoning Minutes
- E. Public Hearing to adopt the Solid Waste and Nuisance Ordinance.
- F. Resolution for Security Bank Signatures

II. Bills and Claims

ITEMS FOR INDIVIDUAL DISCUSSION

I. Zoning

- A. County Interim Use Permit Application

II. Administrative Items

- A. Changing the township mailing address
- B. Caller ID on township clerks phone
- C. Security Bank Letter of Credit
- D. Solid Waste and Nuisance Ordinance
- E. Town Hall Cleaning (Floors)

III. Roads

- A. Grading bids

IV. Correspondence

V. Upcoming Meetings and Other Dates:

- Monday, May 24, 2022; ZONING PUBLIC HEARING, CTY CUP/IUP Permit; 7:00 p.m.
- Thursday, May 26, 2022; Alternate date for public hearing.
- Monday, May 30, 2022; MEMORIAL DAY. Legal Holiday.
- Thursday, June 2, 2022; PLANNING AND ZONING MEETING; 9:00 a.m.
- Thursday, June 9, 2022; TOWN BOARD MEETING; 7:00 p.m.

Adjournment

**MINUTES OF THE REGULAR MEETING OF
TURTLE RIVER TOWNSHIP BOARD OF SUPERVISORS
TUESDAY, April 12, 2022 7:00 pm VIA ZOOM**

Board Members Present: Sam Christenson, Marie Kistler, Donna Zelinsky, Kevin Williamson, Tanya Hanson, Bryan Campbell.

Citizens Present: Jan Johnson, Karin Snortland, David Kloha, Larry Krantz via Zoom.

Chairman Marie Kistler called the meeting to order at 7:00 pm

CITIZENS INPUT:

Kathleen Robinson and Tom Harmon from Frohn Township came in to discuss how to evenly split costs for Elliot Road. Frohn would like to receive an annual bill for the cost of maintenance of Elliot. The costs should be decided and agreed upon and made official so that it may be on file for the future.

CONSENT AGENDA:

Kevin Williamson made a motion to approve the consent agenda as follows:

- A. March Regular Town Board Meeting Minutes
- B. March Treasurers Report- For March Receipts totaled \$20,380.13 and disbursements were \$28,498.47. The township bank statement balance totaled \$342,683.59. Bills and Claims for the month of #10716 to #10741 were presented for approval and payment in the amount of \$14,876.39.
- C. Minutes from the April 6, 2022 special meeting to adopt the township zoning ordinance.
- D. Minutes from the April 6, 2022 special meeting to reschedule the April 14, 2022 regular town board meeting.
- E. Minutes from the Zoning Committee's April 6, 2022 public hearing to adopt the township ordinance.
- F. Minutes from the April 7, 2022 Zoning Committee meeting.
- G. Resolution appointing members the the planning and zoning committee.
- H. Resolution re-establishing the zoning and planning committee.

Seconded by Sam Christenson. Motion carried 4-0.

ITEMS FOR INDIVIDUAL DISCUSSION:

I. Zoning

- A. The Beltrami County pit application was discussed. The zoning committee shared their concerns and questions. The board decided to have a special meeting on Wednesday, April 20, 2022 at 9:00 a.m. For both the town board of supervisors and the zoning committee. The two boards will work to develop the conditions of the interim use permit for an interim use permit for new Beltrami County gravel pit. The town clerk will send a letter to Bruce Hasbargan, with questions about the permit.
- B. Kevin Williamson made a motion to approve the new Zoning and Planning Application, seconded by Sam Christenson. Motion carried 4-0.

II. Administrative Items

- A. Sam Christenson made a motion to move the last of the funds from fund 351 to fund 100, seconded by Bryan Campbell. Motion carried 4-0.
- B. The board agreed to allow Karin Snortland to spend \$20 to advertise the road clean up day on facebook. Kevin Willimason made a motion to set the road clean up date for May 7, 2022 at 9:30 a.m. Sam

Christenson seconded the motion. Motion carried 4-0.

- C. Sam Christenson made a motion to set a public hearing to adopt the Solid Waste Ordinance for Thursday, April 5, 2022 at 7:00 p.m. Kevin Williamson seconded the motion. Motion carried 4-0.
- D. Sam Christenson made a motion to send a resolution to Northern Township regarding the splitting of costs for Big Bass Lake Rd, the resolution must be mailed via certified mail. Bryan Campbell seconded the motion. Motion carried 4-0.
- E. Sam Christenson made a motion to set the annual road tour for Wednesday May 11, 2022 at 5:00 p.m.. A road planning session will be held directly after the road tour. Kevin Williamson seconded the motion.
- F. Kevin Williamson was appointed chairman of the board, in addition to B.R.A.C.O supervisor. Bryan Campbell and Sam Christenson were appointed as road supervisors. Marie Kistler was appointed as weeds and small animal supervisor. Sam Christenson was also appointed as fire supervisor. Craig Campbell was appointed as town hall supervisor.

Marie Kistler adjourned the meeting.

Respectfully submitted,

Marie Kistler, Chair

Tanya Hanson, Clerk

For the Period: 4/1/2022 To 4/30/2022

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$46,910.86	\$18,552.36	\$5,093.79	\$60,369.43	\$0.00	\$83.11	\$60,452.54
Road and Bridge	\$134,723.05	\$22.36	\$10,617.36	\$124,128.05	\$0.00	\$0.00	\$124,128.05
Fire	\$133,757.11	\$8.94	\$8.94	\$133,757.11	\$0.00	\$0.00	\$133,757.11
Cemetery	\$1,613.16	\$0.00	\$0.00	\$1,613.16	\$0.00	\$0.00	\$1,613.16
Zoning	\$7,313.69	\$0.00	\$518.08	\$6,795.61	\$0.00	\$0.00	\$6,795.61
Debt Service for Special Issues (e.g. State Aid Streets)	\$18,282.61	\$0.00	\$18,282.61	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$342,600.48	\$18,583.66	\$34,520.78	\$326,663.36	\$0.00	\$83.11	\$326,746.47

_____	_____	_____
Bryan B Campbell	Town Supervisor	Date
_____	_____	_____
Craig Forte	Town Supervisor	Date
_____	_____	_____
Kevin Williamson	Chair, Town Supervisor	Date
_____	_____	_____
Marie J Kistler	Town Supervisor	Date
_____	_____	_____
Samuel R Christenson	Town Supervisor	Date

SPECIAL MEETING OF ZONING BOARD, BOARD OF SUPERVISORS & BELTRAMI COUNTY
SUBJECT: GATHERING INFORMATION REGARDING CONDITIONAL USE PERMIT APPLIED FOR BY
BELTRAMI COUNTY

Date: Wednesday, April 20, 2022 9:00 AM

Attendees: David Kloha, Kevin Williamson, Sam Christenson, Bryan Campbell, Rita Chamblin,
Jan Johnson, Tanya Hanson, Robert Seado – Representing Beltrami County

David Kloha called the meeting to order at 9:00 AM and indicated the purpose of the meeting was to gather information and discuss conditions for the proposed Conditional Use Permit application from Beltrami County. Beltrami County submitted a mining plan for “granular borrow” pit on SE ¼ of SW ¼, NE of SW, NW of SE in Section 17, T147N R32W. The Turtle River Township Zoning Board had submitted a number of written questions to Beltrami County for clarification and these answers were submitted in the form of a document from the County. See this document for their complete comments.

Sam Christenson began by saying the township has a zoning ordinance to protect the general welfare of its citizens.

1. A map was requested showing phases of excavation and placement of mining and placement of used material.

Discussion: Mr. Seado handed out a map showing a CUP for 110 acres to be mined as well as a marked portion of the 110 acres where mining would begin. This area marked in black is approximately 20 acres and this is where mining would begin. The question was asked why they would request 110 acres for the CUP if they only needed 20 acres. The response was for future projects, none of which are planned for right now. The CUP indicates the need only for completion of County Road 20. See further explanations from the County on this point in the document they provided answering this item.

2. Do you know or estimate how deep you will be mining?

Discussion: Estimated 15 feet.

3. Why are you applying for 110 acres, when by your numbers, no more than 40 acres should be needed for the County 20 project and blocking the ingress/egress?

Discussion: Beltrami County – “Our application is for the two entire parcels involved...additional area may be needed based on amount of material required and/or the quality of the material found. We are also allowing ourselves the potential for future use if the need arises.” The two proposed driveways onto County Road 20 would be closed after this project is completed.

4. Will you be reclaiming the area mined immediately after the County 20 project is completed?

Discussion: The contractor will be required to shape slopes, replace topsoil and seed all disturbed areas. The County holds back money until this is completed.

5. I the quality of the materials identified in your test boring compatible as just fill or can it be used also to develop Class 5 and bituminous mix?

Discussion: Test borings indicate the borrow is sand. The contractor on the County Road 20 project will purchase Class 5 elsewhere. They will not be storing reclaim on the site. The bids for the project have not yet been sent out yet. It is expected the prep work for County Road 20 will begin in the fall of 2022 and continue in 2023 with completion of the project going into 2024 or 2025. There may be some other work done if there are problem spots on County Road 20 prior to the beginning of this project. The project will begin at the State Park entrance and proceed east to Parkers Lake/Long Lake Road. There are several low areas next to the highway that are low and the muck will need to be taken out. These excess dug out materials could be placed on the CUP site.

6. Why do you need two ingress/egress roads onto County 20 and not a single access point elsewhere that will not directly impact residential properties and traffic flow?

Discussion: County Response: "Having direct access to CSHA 20 is the reason why this location was selected." See the County document for their further comments. The ingress and egress driveways alongside residential properties were discussed. These drive-throughs are narrow and would come close to the houses alongside them. The county proposes that one driveway would be for ingress and the other for egress. The County could not estimate how much truck traffic would use these driveways but it could be considerable. It was recommended by the township that one driveway should used instead that comes out on Pincherry Road and makes use of two trails through this County land. The County would like to use the closest and most economical way to and from the mined area. Zoning setbacks and driveway requirements would have to be reviewed to see if there is enough room for the two driveways.

David Kloha advised that a thorough discussion of this Conditional Use Permit application would take place at the Zoning meeting on Thursday, May 5th. A proposed Interim Use Permit could be considered instead of a Conditional Use Permit, which would have an ending date. This document would then go to the Board of Supervisors for their final decision.

Motion was made and seconded to adjourn at 9:50 AM.

Jan Johnson, Zoning Secretary

Planning & Zoning Meeting Minutes 05/05/2022

1. **Meeting called to order:** Dave Kloha established a quorum and called the meeting to order at 9am. Members present: Dave Kloha, Ann Nistler, Rita Chamblin, Kent Porter. Members excused: Jan Johnson
Guests: Larry Krantz (Resident), Bruce Hasbergen(Beltrami County Engineer)
2. **Read, Discuss & Motion to Approve Previous Meeting Minutes:** Motion by Rita, 2nd by Ann, motion carries.
3. **Committee Members Input / New Agenda Items:** None
4. **Citizen Input:** None
5. **Old Business:**

Turtle River Township Ordinance update (map added/recorded) Turtle River Township Land Use Permit

Everyone should have received an emailed copy of the new township zoning districts map that is going into the new ordinance.

Reviewed Land Use Permit and discussed the term 'site preparation.' Supervisors wanted the P & Z committee to review this terminology to make it more clear. Committee chose to keep the same verbiage but add the word "construction" before 'site preparation.' Dave Kloha will also add a friendly disclaimer, highly recommending residents to contact a P & Z committee member prior to any 'construction site preparation.' Dave will send out the new verbiage prior to the next meeting for committee members to review and provide feedback.

6. New Business:

- a. IUP work up on Beltrami County and Procedural Information: Dave provided a coffee jitter induced cartoon sketch of the egress and ingress of the proposed area where the County would like to have roads leading to the gravel pits. Members were still a bit unclear as to the area, so the meeting was paused temporarily and members went to the actual location and got a better understanding of the area in question.

- b. Bruce Hasbergen provided some information on the entire County Hwy 20 project and the list of events that have to happen in order for the project to be completed by the expected date of 31 Dec 2024. He gave many caveats that would lengthen the project but the County's goal is by the end of 2024 for the entire project. He ensured the committee that reclamation of the gravel pit is included in the County's requested Conditional Use Permit application.
- c. Dave provided the committee with a draft Interim Use Permit and asked that members review and provide any additional input.
- d. Decide and Set Public Hearing Date/Time: May 24th and 26th were the dates the P & Z committee is requesting for Public hearing on the Pit Interim Use Permit.

7. Committee Chair comments and/or new applications:

One resident, residing near Turtle River Lake and Long Lake Drive NE did reach for information on future storage/use of a food truck. The food truck would just be stored on the property and possibly used for prep and not for sales from the property. They have not purchased the vehicle and are still in the planning phases. The resident was informed that over half of her platted lot is in the County Shoreland Management District, less than half is in Turtle River Township Ordinance District and that there also may be covenants in her development that allow/or disallow this type of storage.

8. Beltrami County Permit Applications / Jan Johnson: none

9. Submission of Compensation Requests due by 05/05/2022: complete

10. Motion to adjourn..... Members are to review the IUP application templates provided, and give feedback to Kent before the next regular meeting, as he will try and finalize those forms at June's meeting.

Motion by Rita, 2nd by Ann, motion carries at 11am. Next planned meeting is June 2nd at 9am.

Turtle River Township
Minutes for the Public Hearing to Adopt the Solid Waste and Nuisance Ordinance
May 5, 2022

Chair Kevin Williamson opened the hearing at 7:00 PM.

Officers Present: Kevin Williamson, Bryan Campbell, Sam Christenson, Marie Kistler, and Tanya Hanson.

Citizens present: David Anderson, Jan Johnson, David Kloha, and Larry Krantz.

Sam Christenson began with reading the highlights of the ordinance.

Enforcement of the ordinance was discussed at length.

David Anderson brought up his concern over the parcel across the street from him. Sam Christenson showed pictures that he took of the property, showing piles of trash strewn all across the property.

David was in favor of the ordinance and is hoping that the property will be cleaned up once the ordinance is passed.

Meeting adjourned 7:30 PM.

**Turtle River Township
9883 South Arm Ct NE, Bemidji, Mn**

Request for Quote

The Turtle River Township Board of Supervisors is requesting a quote for road blading in 2022. This will include normal maintenance blading, leveling and shaping during graveling operations, reshaping of the road surface following culvert replacement and other operations as may be requested.

Total gravel road miles: 19.3

Quoted rate per hour: \$120.00

Company Name: Johnson Construction Co.

Address: 1105 Town Hall Rd. NW

Bemidji, MN. 56601

218-556-0040

Phone: Email: jeminc@paulbunyan.net

Signature:  _____

Please mail quote to: Tanya Hanson, Clerk
6072 Pincherry Dr Ne
Bemidji, Mn 56601

Turtle River Township
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Total gravel road miles: 19.3

Quoted rate per hour: \$140.00

Company Name: Reierson Const Inc
Address: 6160 Mill St E

Bemidji MN

Phone: 218-751-3796

Signature: Gerald Ruononen

Please mail quote to: Tanya Hanson, Clerk
6072 Pincherry Dr Ne
Bemidji, Mn 56601