

**Eastern Township Board Meeting  
March 11, 2024  
Meeting Minutes**

The Eastern Board of Supervisors held their monthly meeting on Monday, March 11, 2024. Those present were Supervisors Michael Lage, Jason Moller, Amanda Dobratz, Clerk Sue Ellwanger and Treasurer Dana Guse. Tim Bowman of Bowman Grading and Gravel was also in attendance.

Board Chairman, Michael Lage called the meeting to order at 7 pm. The Pledge of Allegiance was recited.

Amanda Dobratz made a motion to approve the agenda with flexibility. Jason Moller seconded the motion. All voted in favor of the motion. The motion was approved.

Clerk Sue Ellwanger read the minutes from the February 2024 Board Meeting. Jason Moller made a motion to approve the minutes, with correction. Amanda Dobratz seconded the motion. All voted in favor of the motion. The motion was approved.

Treasurer Dana Guse gave the financial report.

The checking account balance on February 29, 2024: \$ 237433.59. The CD's had a balance of \$151,656.60. On February 29, 2024, the township balance in the bank was \$389,090.19. Jason Moller made a motion to accept the treasurers' report as presented. Amanda Dobratz seconded the motion. All voted in favor of the motion. The motion was approved.

Amanda Dobratz made a motion to pay the bills. Jason Moller seconded the motion. All voted in favor of the motion. The motion was approved.

<b>February 2024 Deposits</b>				
Date	Receipt #	Remitter	Description	Amount
2/15/2024	135754	Woodside Township	Shared Road Maintenance	\$ 763.00
2/15/2024	135755	Todd County	Shared Road Maintenance	\$ 763.00
2/15/2024	135756	Ellwanger & Moller	Filing Fees	\$ 4.00
2/16/2024	135757	Otter Tail County Auditor	2024 Town Road Allotment	#####
2/29/2024	135758	Midwest Bank	Interest - Checking Account	\$ 71.88
				#####
<b>March 2024 Claims</b>				
Check_Date	Check #	Vendor_Name	Description	Check_Tota
3/11/2024	6711	Payroll Period Ending 03/11/202	March Election Day Payroll	\$ 200.00
3/11/2024	6712	Payroll Period Ending 03/11/202	March Election Day Payroll	\$ 220.00
3/11/2024	6713	Payroll Period Ending 03/11/202	March Election Day Payroll	\$ 140.00
3/11/2024	6714	Payroll Period Ending 03/11/202	March Election Day Payroll	\$ 460.00
3/11/2024	6715	Payroll Period Ending 03/11/202	March Election Day Payroll	\$ 380.00
3/11/2024	6716	Payroll Period Ending 03/11/202	March Election Day Payroll	\$ 310.00
3/11/2024	6717	Payroll Period Ending 03/11/202	March Election Day Payroll	\$ 195.00
3/11/2024	6718	Payroll Period Ending 03/31/202	March Payroll	\$ 74.84
3/11/2024	6719	Payroll Period Ending 03/31/202	March Payroll	\$ 776.46
3/11/2024	6720	Payroll Period Ending 03/31/202	March Payroll	\$ 1,103.89
3/11/2024	6721	Payroll Period Ending 03/31/202	March Payroll	\$ 1,309.70
3/11/2024	6722	Payroll Period Ending 03/31/202	March Payroll	\$ 74.84
3/11/2024	6723	Rita Wehking	Mileage	\$ 4.45
3/11/2024	6724	Constance Tarasek	Mileage	\$ 73.36
3/11/2024	6725	Robert Lahman	Mileage	\$ 5.24
3/11/2024	6726	PERA	Monthly Contribution	\$ 357.00
3/11/2024	6727	Benning Printing	Legal Notices	\$ 161.85
3/11/2024	6728	Bowman's Grading & Graveling	Blading	\$ 2,160.00
3/11/2024	6729	Jason Moller	Mileage	\$ 5.50
3/11/2024	6730	Michael Lage	Mileage	\$ 94.32
3/11/2024	6731	Dana Guse	Mileage, Office Supplies, postage	\$ 185.23
3/11/2024	6732	Susan Ellwanger	Mileage	\$ 236.78
3/11/2024	6733	Amanda Dobratz	Mileage	\$ 17.94
3/11/2024	6734	Otter Tail Power Company	Electricity	\$ 28.86
3/11/2024	6735	Arvig	Internet	\$ 92.17

### **Parkers Prairie Community Ambulance Report**

Michael Lage gave the report from the Parkers Prairie Community Ambulance. The entire report is on file with the clerk.

### **Road Maintenance**

Tim Bowman from Bowman G & G gave the monthly road maintenance report. 1 round of blading the township roads.

### **Old Business**

#### **Annual Township Day March 12, 2024**

Elections 5-8 pm. Mike Lage, Amanda Dobratz and Dana Guse are the election judges. They will be at the town hall at 4:30 pm.

Board of Canvas will take place following the election.

The annual meeting will begin at 8:15 pm.

### **Presidential Primary**

The clerk thanked everyone who worked the day of the primary. She also asked everyone to think of other folks that would be willing to be an election judge as there are 2 more elections coming up in 2024.

### **Board of Review**

The Board of Review is set for Wednesday, April 17, 2024 at 1 pm.

### **Township Short Courses**

Closest one is March 29<sup>th</sup> at Arrowood in Alexandria. Others being held in St. Cloud and Breezy Point.

### **New Business**

#### **Chloride Application**

The township received correspondence from Corbin Excavating, Sebeka. Mike Lage will contact them. Tim Bowman cautioned to make sure that this company applies the same product as is currently being used on the township roads.

#### **L & M Road Right of Way Spraying**

Jason Moller made a motion to contract with L & M Spraying for weed and brush control in the road right of way. Amanda Dobratz seconded the motion. All voted in favor of the motion. The motion was approved.

#### **Repair of Outdoor Toilets**

Mike Lage contacted Leon Wunderlich to see if he is still interested in repairing the outdoor toilets. Leon will be in contact with his partner and get back to the township.

#### **Deletion of Township Records**

Dana Guse went through the retained township treasurer records and found many that can be destroyed according to the data retention schedule. Jason Moller made a motion to purge past treasurer documents according to the data retention schedule. Amanda seconded the motion. All voted in favor of the motion. The motion was approved. The purged records will be documented, and that document will be included in the minute book for Eastern township.

#### **Cemetery Mowing**

Jason Moller will check with Shawn to see if she would want to mow the cemetery and the town hall this summer.

#### **Spring Road Inspection**

The supervisors set Wednesday, March 27<sup>th</sup> at 4 pm to conduct the spring road inspection. They will meet at the town hall.

#### **Moving money from the checking account to a short-term CD**

Dana Guse suggested the supervisors look at moving money from the checking account to a short-term CD. The interest rate is 5.1% for a 11-month CD.

There being no other business brought forward to the board, Jason Moller made a motion to adjourn the meeting. No second is needed. The March 2024 Board Meeting of Eastern township was adjourned at 7:40 pm.

Respectfully submitted,

Eastern Township Chairman

Sue Ellwanger Clerk

Michael Lage, Board Chairman