

Ogema Township  
 Town Board Meeting MINUTES  
 June 13, 2024

Board members attending: Chairman Charlie Kramer, Supervisor Anne Haas, Supervisor Ron Meehan, Treasurer Sarah Benson, Clerk Bryan Massman

Others attending: Kathi Kramer, Kolleen Schneider, Becky Waggoner, Mike Waggoner

- A. **Call to Order.** The meeting was called to order at 5:57 p.m. by Chair Kramer followed by the
- B. **Pledge of Allegiance.**
- C. **Approval of Agenda.** Ron Meehan motioned to approve the agenda. Anne 2nd. Approved.
- D. **Approval of Minutes.**
  - Ron motioned to approve the May meeting minutes. Charlie 2nd. Motion approved
  - Ron motioned to approve the Reorg meeting minutes. Charlie 2<sup>nd</sup>. Motion approved.
  - Ron motioned to approve the Annual Road meeting minutes. Anne 2<sup>nd</sup>. Motion approved.
  - Ron motioned to approve the May 30 Special Meeting minutes. Anne 2<sup>nd</sup>. Motion approved
- E. **Public Comment:** None
- F. **Treasury Report.** Ron motioned to approve the treasurers report. Anne second. Motion carried
- G. **Approval of Claims.** Claims were reviewed and approved for payment. Ron motioned to approve the payment of the bills. Anne 2<sup>nd</sup>. Motion approved.

Vendor	Claim #	Amount	Notes
Certificate of Deposit	IAD145	\$15.49	Purchase of CD investment
ADT	20AP	\$63.22	Town Hall Security
CenturyLink	21AP	\$154.33	Town Hall Internet and Phone
East Central Energy	22AP	\$69.25	Town Hall Electric
Pine County Treasurer	5116	\$2015	Assessing
NorthStar Media	5117	\$33.95	Public Hearing published
Anne Haas	5118	21.28	Mileage for Noxious Weed inspection
Charlie Kramer	5119	\$5.08	Mileage for Road Review
Ronald Meehan	5120	\$42.56	Mileage for Road Review
Mike Waggoner	5121	\$115.71	Mileage for Hospital Committee
Town board Member	5122	\$332.46	Wages
Town board Member	5123	\$55.41	Wages
Town board Member	5124	\$221.64	Wages
Town board Member	5125	\$203.17	Wages
Town board Member	5126	\$581.80	Wages
Town board Member	5127	\$748.17	Wages

Town board Member	5128	\$46.17	Wages
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**H. Old Business**

- **Resolutions from Prior meetings:** The following prior-approved resolutions were signed:
  - Resolution Establishing an Administrative Policy (approved April 11 Reorg meeting)
  - Resolution 2024-12 Compensating Planning Commission Members (approved in May)
  - Resolution 2024-13 Appointing Planning Commission Members (approved in May)
  
- **Monthly Road Review (Ron)**
  - Old Ferry Road- Road is narrowing. Ron will talk with Craig about widening the roadway with the road grader
  - Rosebud Lane- Ron to follow up with Craig to look at cutting the ridge down to allow water to run off the road on the West side.
  - W Alma Razor- road looks good. Trash remains on the road
  - Horseshoe- Mike and Ron went to look at the dam, this issue has been resolved. Culvert will be installed where the water appears to be coming out of the ground.
  - Barnes Spring- Culverts to be installed by Craig when time allows
  - Sky Blue Water- Ron to contact Bernie to address the hanging trees and obtain a quote for removal.
  - Alma Razor- Defer to Craig as the road needs to be widened
- **Road and Sign Review- Tabled for next meeting**
- **FEMA-** Ron talked with Craig about FEMA work. Sarah requested to have separate billing marked FEMA
- **Monthly North Pine Area Hospital District (NPAHD).** Mike provided an update on hospital financials, planned training, the upcoming 35<sup>th</sup> anniversary of the hospital district and the summer newsletter. The family practice is now open in Hinckley.
- **Cemetery Update.** Mike provided an update on the gate that Pat Kester is making. Once the gate is complete, Mike will email the board to solicit volunteers to hang the gate.
- **Noxious Weed update.** Anne provided an update that no weeds need to be eradicated.
- **Ditch mowing update.** Charlie provided an update that ditch mowing will be done in the month of June.
- **Approve website contract.** The application for the .gov domain has been submitted and can take up to eight weeks. This domain is free of charge for government offices. The contract for the website redesign and hosting has been received. The website design will begin as soon as payment is received. The hosting terms will begin after the domain is approved. Charlie motioned to sign and pay the three year contract, Ron 2<sup>nd</sup>. Motion approved.
- **2024 Central Right Away Services.** Clerk reported a 2024 contract had been sent and received.
- **Update on disposal of township articles.** No update on the disposal of the fence
- **Decision regarding missing documents.** A letter was sent to the former Clerk regarding the missing documents with no formal response. Charlie spoke to the attorney regarding options. The board discussed the options on how to proceed in the best interest of the township. Charlie motioned to document into public record the missing documents, an

explanation why the documents were not properly handled, and the accounts from each of the board members. Ron 2<sup>nd</sup>. All in favor. Motion unanimously approved.

I. **New Business**

- **Monthly Claim Sheets**
- **Monthly AED Testing Plans.** Anne reported the AED self tests everyday and she will begin testing once per month prior to the meeting. The battery is good until 2028 and the pads have one more year of warranty.
- **Planning Commission Update on Shoreland .** Kolleen reported the planning commission met on May 23. One resident, Anne Haas attended. The planning commission will meet annually on the first Thursday of May at 6:00 at the Ogema Townhall. Business meetings will be held the first Thursday of each month as needed. Public hearings will be set by the Town board. The commission discussed options to handle the Shoreland ordinance. It is recommended that Ogema adopt and manage a shoreland ordinance, targeting completion by December 2024. There are numerous lakes and rivers that are in Ogema Township that would otherwise fall under County jurisdiction. After discussion, Charlie motioned for the planning commission to proceed with developing a shoreland ordinance for Ogema Township. Ron 2<sup>nd</sup>. Motion approved.
- **Township asset tagging.** Asset tags have been donated to properly inventory Township assets. It was agreed that items to be tagged include: items that may be borrowed (ie tables and chairs), as well as office equipment. Charlie recommended a policy be developed to ensure borrowed items be returned or replaced if lost or damaged.
- **Any other new business.** Interest in moving the meeting from Thursday night will be tabled until next year.
- **Emails or other misc. correspondences.**

J. **Upcoming Meetings**

- Public Hearing June 17, 2024 at 6:00 p.m. at Ogema Townhall. Planning Commission Meeting follows.
- Special Board Meeting to hear planning commission recommendation is June 20<sup>th</sup>, 2024 @ 6 p.m. at the Ogema Townhall
- Next Township Board meeting is July 11th, 2024 @ 6:00 p.m.

K. **Adjournment.** Anne motioned for adjournment at 7:34 p.m. Ron 2<sup>nd</sup>. Motion approved.

        Absent          
Chair Supervisor Charlie Kramer

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Date

        Ron Meehan          
Supervisor Ron Meehan

\_\_\_\_\_  
Date 7/11/24

Anne M Haas  
Supervisor Anne Haas

7/11/24  
Date

Attest: Bryan Massman  
Ogema Town Clerk

7/11/24  
Date

