

# Little Falls Township News Update

## Little Falls Town Hall & Community Center

### March 2018



### ***2018 Message from the Little Falls Township Board***

Welcome to the Little Falls Township (LF TWP) News Update for 2018! As your Township Board, it has again been our privilege to represent you for another year.

And as your board, we strive to execute our statutory duties in the best possible manner for the public interest and well-being. Correspondingly, we always welcome your feedback and assistance in identifying issues, as well as opportunities to further the goals for the Township and its residents. Please feel free to call us at any time, on any issue in which you may need information or assistance, or have ideas for improvements to our service.

The LF TWP Board's core missions are to provide for road maintenance services, execute election duties, as well as coordinate and contract for Fire Department services. LF TWP also maintains one (1) very small cemetery. These services intended to benefit Township residents and protect the public's health, safety and welfare. The LF TWP Boards basic tenets are to:

- ✓ ***Provide Appropriate and Sound Technical Solutions for Road Maintenance***
- ✓ ***Maximize Value and Cost Effectiveness in Providing Government Services***
- ✓ ***Build Constituent Trust and Satisfaction in Execution of Our Missions***

Our positions and phone numbers are provided below for your use as appropriate:

<b><i>Chuck Parins</i></b>	<b><i>Supervisor &amp; Chairperson</i></b>	<b><i>320-632-2627</i></b>
<b><i>John Theis</i></b>	<b><i>Supervisor &amp; Vice Chairman</i></b>	<b><i>320-980-5352</i></b>
<b><i>George Sandy</i></b>	<b><i>Supervisor &amp; Road "Boss" Supervisor</i></b>	<b><i>320-630-5595</i></b>
<b><i>Bonnie Bieniek</i></b>	<b><i>Township Clerk</i></b>	<b><i>320-632-9491</i></b>
<b><i>Joann Sowada</i></b>	<b><i>Township Treasurer</i></b>	<b><i>320-632-5297</i></b>

Additionally, Dave Becker and Lynn Young serve as the Deputy Clerk and Treasurer respectively.

We also have a great team of part-time employees in Dave Becker (former Little Falls Town Board Chairman and Supervisor), Jerry Smude, and Al Heinz, that keep our maintenance backlog at bay throughout the year. Our crew, along with our dedicated contractors (in particular Dave Larson, owner/operator of DLL Excavating, Inc., the Townships primary contractor), strives to provide quality service and support to the Township.

We also work very closely with our partner governmental units such as the Morrison County (MC) Board of Commissioners, Assessor, Department of Public Works, Land Services, and the Morrison County Soil & Water Conservation District to accomplish the goals of the Township. Without their assistance and support it would certainly be much more difficult to provide the same level of services to our residents. These agencies, coupled with other City governments, Regional and State agencies, as well as mutually supporting organizations help provide effective and efficient processes.

***2018 Monthly Meetings***

The regular monthly meetings are held on the first Monday of each month at 7:00 pm, with exceptions made for the June and December meetings, which start at 5:30 pm (occasionally the July meetings are rescheduled for 4<sup>th</sup> of July week observance). Meetings are open to the public and Residents can present their issues and voice their opinions at these meetings, but cannot vote at regular monthly or special board meetings (Residents do have the opportunity to submit motions and vote accordingly at the LF TWP Annual Meeting). We request that whenever possible, any person or parties interested in presenting an issue, plan or proposal, contact the Township Clerk or one of the Supervisors to be included on the agenda with as much lead time as possible to ensure that any required action will be able to be completed in as expeditious manner as possible. In the event of a holiday or inclement weather, the meeting will be held on the following Monday. If a meeting is cancelled for any other reason, it will be publicized on KLTF radio and rescheduled and posted in the Morrison County Record in the legal section. All legal notices are posted on the posting board next to the Town hall. Anyone wishing to be put on the agenda can contact the clerk, by phone, e-mail ([littlefallstownshipclerk@yahoo.com](mailto:littlefallstownshipclerk@yahoo.com)), or via letter.

**Regular Monthly Meeting Dates for April 2018 – March 2019:**

April 2, 2018	May 7, 2018	June 4, 2018 (5:30)
July 2, 2018	August 6, 2018	September 10, 2018
October 1, 2018	November 5, 2018	December 3, 2018 (5:30)
January 7, 2019	February 4, 2019	March 4, 2019

***\* Please note that the final Regular Monthly Meeting Dates are finalized at the Little Falls Township Board’s Special Board (Reorganizational) Meeting conducted in March 2018.***

***\*\* Also please note that the June and December meetings are the original “Town Hall Meetings”, where we invite our State Government’s Senator and local Representative, County and Regional Officials, as well as our business partners to attend our meeting and participate in a forum for conversation with our residents about our State and Local governance, as well many other topics of interest to our constituents. This forum for conversation is provided in both a formal (during the public meeting) and informal atmosphere, where after we adjourn we typically share a light meal together and gather socially.***

***2018 Township Projects & Proposals***

- **180<sup>th</sup> Avenue Road Rebuild Project.** In 2018, LF TWP will finish the last 1700 feet of rebuild work on the south end of 180th Avenue, and this will complete the current project, having encompassed the roadway from MN State Highway 27 to Iris Road.
- **Little Falls Township Comprehensive Plan Update.** By request of the LF TWP Boards, the National Joint Powers Alliance (NJPA) in Partnership with Region Five Development Commission (R5DC) proposes to develop a Comprehensive Plan Update for Little Falls Township. The objective is to provide the Township Board, Township Residents, and the business and development community of the Township a comprehensive, inclusive, and consistent tool to guide Little Falls Township’s decision making and development over the next 15 years. This plan will drive future development, and preservation efforts, by serving as a guide for future ordinance amendments and rezoning requests.
- **Airport Road (155<sup>th</sup> Avenue & 133<sup>rd</sup> Street) Project.** In 2018, LF TWP will continue to make progress in finalizing plans for public safety improvements to 155th Avenue and 133rd Street, including a partnering project with Morrison County to extend the road from 138th Street (City of Little Falls) at 155th Avenue, to 160th Avenue.

***2018 Township Clean Up Day***

The Township Clean-Up Day for our Township residents this spring will be held on Saturday, May 5th, 2018, from 8:00 am to 11:30 am (changed from noon to 11:30 am to accommodate delivery of recycled tires to the landfill prior to closing for the day). The Morrison County Department of Public Works has been sponsoring a portion of this service with grant money, coupled with a portion of Township Funds to provide this yearly service. More information will be publicized in the Morrison County Record.

***Little Falls Town Hall and Community Center Rental***

The Little Falls Township Hall and Community Center remains available for rent to the Residents of Little Falls Township at a rate of \$75 per day, with a deposit of \$200. Please contact Township Supervisor John Theis, who manages the rental calendar or one of the other Township Supervisors or Board Members for more information and reservations.

***Little Falls Township Web Site***

As with most organizations these days, much of the information pertaining to employee contact information and day-to-day business information and documents can be found on the organization’s web site. The same can be said about Little Falls Township, as the Board is moving towards providing much of our public information on the Township’s web site, located at <http://www.littlefallstownship.com/>, where agendas, meeting minutes, permit & rental forms, as well as public notices can be found for constituent and public use. We encourage our Residents to take an opportunity to peruse the web site for their awareness, but moreover, to provide feedback to the Board on ways to improve the site for added value to our constituents.

***Little Falls Township Board of Audit***

Little Falls Township Board conducted its Annual Board of Audit on February 26, 2018. The 2017 documents of record were reconciled against all 2017 checks, check registers and bank statements. The City & Town Accounting System (CTAS) funds registers and accounting documents were methodically compared against manually prepared registers. All funds balanced, and where discrepancies were identified (primarily due to bank statement errors), all were subsequently resolved. No shortages or overages were noted. A copy of the Board of Audit results is available for examination and publicly posted during the Annual Meeting.

***Thank You!***

We, your elected officials of Little Falls Township, would like to thank all of the Residents for the support given to us this past year. Without your input at monthly meetings, assistance and support, we would not be able to do our job. All meetings are open to the public, unless specifically closed because of Privacy Act requirements.

***Chuck Parins, Supervisor and Editor***

***Property Taxes and Setting the Town Levy***

Property taxes constitute the primary source of revenue for Town Government. The electorate sets the Town’s property tax levy at the Annual Town Meeting. The Town Clerk then certifies the amount of the levy to the County Auditor annually by September 15th. The Town Levy may only be set at a Town meeting. The Little Falls Township Board proposes to keep the levy at the same level as last year. It should be noted that the Little Falls Township Market Value is estimated to increase approximately \$5 Million Dollars from 2017 to 2018. Correspondingly, the percent levy against the 2019 Township Market Value under the proposed levy, exhibits a decrease, at 0.18 hundredth of one (1) percent.

**Little Falls Township Budget and Levy Proposal**

ACCOUNT	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 <i>Proposal</i>
<b>GENERAL REVENUE FUND</b>	\$30,000	\$30,000	\$30,000	\$45,000	\$60,000
<b>FIRE FUND</b>	\$40,000	\$40,000	\$40,000	\$35,000	\$20,000
<b>ROAD &amp; BRIDGE FUND</b>	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000
<b>CAPITAL INVESTMENT FUND</b>	\$130,000	\$130,000	\$130,000	\$125,000	\$125,000
<b>TOTAL REVENUE</b>	<b>\$325,000</b>	<b>\$325,000</b>	<b>\$325,000</b>	<b>\$330,000</b>	<b>\$330,000</b>
	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>
<b>Township Market Value</b>	\$154,601,700	\$162,521,300	\$174,022,600	\$176,260,000	\$181,287,900
<b>% Levy vs. TWP Market Value</b>	<b>0.21%</b>	<b>0.20%</b>	<b>0.19%</b>	<b>0.19%</b>	<b>0.18%</b>

***Township levies for the following year are approved at the current year’s Annual Town Meeting, meaning that the levy is set nearly a year in advance, and when collection and payment dates are factored in it becomes apparent that towns essentially need to plan their budgets and levy needs two years in advance.***

*Provided below is the status of the Township's funds balance, as well as a recap of the major disbursements authorized throughout year 2017:*

**ANNUAL STATEMENT of the TREASURER of LITTLE FALLS TOWNSHIP for 2017**

**BEGINNING ACCOUNT BALANCE ON JANUARY 1, 2017**

**\$292,892.69**

<b>INCOME:</b>	
Morrison County Treasurer: Tax Settlement, Gas Tax & Beer License & 180th Avenue Excavation Materials Revenue	\$421,153.09
State of Minnesota: Ag Credits, PERA Aid Credits, Ag. Credit, Aid Credits, MN DOT Detour, HSEM/FEMA Assist.	\$8,475.46
Interest: Bank Interest \$1,302.81; Savings/CD Interest \$4,518.65	\$5,821.46
Solid Waste/Landfill Surcharges	\$13,613.11
Charges for Services & Permits – Title Searches	\$30.00
Line Road Maintenance Reimbursed by Agram (\$2,101.46) Belle Prairie (\$4,043.83) & Bellevue (\$66,986.43) TWP's	\$73,131.72
Town Hall Rentals – Seven (7) @ \$275.00 each (7 damage deposits of \$200.00 each refunded)	\$1,925.00
Resident's Reimbursement for Calcium Chloride Application	\$379.24
Road Access Permit Deposits -- @ \$200.00 each. Refunded After Satisfactory Completion(4 permits refunded 2017)	\$800.00
Street Light Expenses Reimbursed by Clover Glen Lane Residents	\$0.00
Resident culvert reimbursement, fill dirt & ROW damage	\$186.65
Clean-up Day: County Grant of \$1,230.00 (Included above); Additional Items by Residents \$98.00	\$98.00
MISC Income: Filing Fees \$4.00; Sales Tax Reimbursement \$0.00	\$4.00
Crow Wing Power Capital Credits \$ 18.51; Title Searches 30.00; Filing Fee 4.00	\$18.51
Refunds: MATIT—Workman's Comp. 626.00, MAT's unattended training 252.20	\$878.20
<b>TOTAL INCOME</b>	<b>\$526,514.44</b>
<i>(NOTE:</i>	

<b>DISBURSEMENTS BY FUND:</b>	
General Revenue Fund	\$48,209.77
Fire Fund	\$35,335.90
Road & Bridge Fund	\$132,395.98
Road Allotment	\$37,867.21
Solid Waste/Landfill Fund	\$17,120.06
Capital Investment Fund	\$320,199.95
<b>TOTAL DISBURSEMENTS</b>	<b>\$591,128.87</b>

**ENDING FUNDS BALANCES: CHECKING ACCOUNT, \$228,278.26; SAVINGS ACCOUNTS, \$500,010.00**

**ENDING ACCOUNT BALANCE ON DECEMBER 31, 2017**

**\$728,288.26**

<b>MAJOR DISBURSEMENTS:</b>	
Fire Protection; City of Little Falls - \$34,977.40, plus other \$198.50	\$35,175.90
Donations set by the Residents at the Annual Meeting	\$7,100.00
DL&L Excavating for Snowplowing, Sanding, Blading, Gravel and Graveling Roads (incl. Project Work – 180 <sup>th</sup> Avenue)	\$218,226.75
Tri-City Paving, Inc. to apply Calcium Chloride and Road Work—Paving & Tar Patch	\$23,406.09
Brock-White for Fabric for 180 <sup>th</sup> Avenue Project	\$7,951.30
Survey Mapping Solutions: Stake Road and ROW, 180th Avenue Project	\$6,644.29
Anderson Brother's: Tar Hillview Lane	\$54,059.51
Greg Colombe for Roadside Mowing	\$2,684.00
Morrison County Department of Public Works: Winter Sand, Culverts, Mailbox Stands, etc.	\$21,227.66
Doucette Landscaping & Construction: Establish Turf & Erosion Control - 180th Avenue Work	\$23,704.00
Kowalczyk Gravel - 180th Avenue Work	\$94,953.00
Town Board and Employee Salaries – Labor and Training	\$33,112.24
Gopher Bounty (\$1,486.50); MC Animal Humane Society	\$1,486.50
Park View Acres \$21,708.00 and Meyer's Pit \$11,860.60 for pit run fill for 180 <sup>th</sup> Avenue Project	\$33,568.60
Osvold Logging: 180th Avenue tree removal	\$2,500.00
M.M. Engineering: 180th Avenue Permit Fee	\$550.00
Terry's Tree Service: Remove overhanging branches from ROW	\$2,300.00
Innovative Office Solutions for chairs, cart, towel holders, paper products and supplies	\$4,144.99
Town Hall: (Insurance \$4,412.00 & Dues \$937.68); CW Power (\$967.20); Federated Co-ops for Propane (\$611.66)	\$6,928.54
Service Master - Clean (\$675.00); Athman Refrigeration & Heating for furnace repair (\$399.00)	\$1,074.00
All Other Disbursements	\$1,0331.5

## 2017 Annual Road Report *Road Maintenance Synopsis*

2017 was a very busy year for Township road maintenance/repair. Little Falls Township (LF TWP) would like to thank all of our Contractors for another successful year and many projects well done. Their quality and expedient work is greatly appreciated by your Township Board. The following is a synopsis of the major road maintenance for 2017:

This past year we took on two large projects, Hillview Lane overlay and in-slope repair and the rebuilding of 180th Ave between CR 256 south to Iris Road, 1.5 miles.

- ✓ Hillview Lane was a pretty straight forward project. Anderson Brothers had the winning quote for paving and completed the job in September, prior to their work DLL Excavating completed some repair work to in-slopes in various areas, and all mailboxes were brought up to spec to complete the project. Total cost was approximately \$56,500.
- ✓ 180th Avenue is a challenging project because of all the wetlands it crosses. We started the permitting process in 2016, acquired permits from the Army Corps of Engineers (ACE) and the Minnesota Pollution Control Agency (MPCA) with the help of the Morrison County Soil and Water Conservation District (MC S&WCD). Work commenced in mid-July and continued on and off all the way to freeze -up, during the duration of the project we received 13 plus inches of rain which made it even more challenging. After doing soil borings at multiple locations over the length of the project, along with the unstable shoulders and the amount of heavy traffic generated by County landfill customer traffic and local agriculture, the Board of Supervisors decided to remove all the topsoil and muck from the road bed and replace it with fill from Parkview Acres' and Meyer's pits. At the seasonal freeze-up we had 6,200 feet (1.2 Miles) completed at a cost of \$440,900, less \$51,600 revenue received from Morrison County for all the topsoil/muck removed from the road bed for a net cost of \$389,300. Of this amount, DLL excavating and Kowalczyk Sand & Gravel are due approximately \$105,000 for the work they did in October and November of 2017. This will be paid in April of 2018 per their request. In 2018 we will finish the last 1700 feet on the south end, this will complete the project. Eventually in the next five (5) years our plan is to pave 180th Avenue from MN State Highway 27 to Iris Road.

LF TWP also completed other minor projects in 2017, they are as follows:

- 7.3 miles of Calcium Chloride application on various heavily traveled gravel roads, cost \$23,400
- 113th Street west of US Highway 10, gravel and in-slope repair, cost \$19,600
- 170th Avenue south of Iris Road, remove and replace centerline pipe, cost \$9,640
- Township wide ditch mowing, cost \$2,690
- Trim overhanging trees, various locations throughout the TWP, cost \$2,300
- Blading and snow removal for 2017, cost \$27,900

In closing LF TWP would like to thank our constituents for their support of our Township Levy. As your Township Supervisors, we strive to make the right decisions to keep our roads safe for the traveling public and spend your hard earned tax dollars wisely, keeping in mind that Little Falls Township is an integral part of a larger transportation system. Once again, thank you for your support of our efforts to constantly improve our roads in Little Falls Township.

***Respectfully submitted, George Sandy III, -Road Supervisor***