Clitherall Township

Regular Monthly Meeting

December 12, 2023

The regular monthly meeting of the Clitherall Township Board was called to order by Chairman Craig Bengston at 7:00 pm at Battle Lake City Hall. The following board members were present: Craig Bengston, Kevin Anderson, Tom Frank, Miranda Van Santen, and Becky Cox. Two community members were in attendance.

Proposed agenda was presented and approved with the addition of: Otter Tail County District Meeting (Anderson/Bengston). Motion carried unopposed.

**Clerk’s Report:** Mail and correspondence presented for review. Cox reported on the upcoming township election in March 2024. Filing period for candidates for one supervisor position and the clerk position runs from January 2-16, 2024.

**Treasurer’s Report:** Van Santen gave the November Financial Report. Grand total of all accounts: $357,837.37. Motion to approve report (Frank/Anderson). Motion carried unopposed.

Motion to approve payment of check numbers 7108 through 7119 in the amount of $6,265.64 (Frank/Anderson). Motion carried unopposed.

The CD expires at the end of this month. Van Santen will check on the renewal rate.

**Motor Patrol:** Bengston reported there is a problem with the blade; the extended warranty should cover the repairs. All snowplow drivers are returning from last year.

**Fire Department:**  Anderson reported the interim chief has been re-elected. Nothing further to report.

**Road Report:** Bengston reported on tree branches left in the right of way on 189th  and three areas where trees are overhanging the road. Frank will work towards hiring someone to take care of the problem areas.

**Planning Commission:** Bi-annual meeting was held prior to this meeting. Planning Commission recommends revising the fee schedule as follows: Permits for buildings over $25,000 in value will be $150; permits for buildings less than $25,000 in value will be $100. Motion to revise the fee schedule as recommended (Frank/Bengston). Motion carried unopposed.

Anderson clarified the southern boundary of the commercial zoning district.

Planning Commission recommends no changes to any provisions of the zoning ordinance. Motion to keep the zoning ordinance as is (Bengston/Anderson). Motion carried unopposed.

**Veteran’s Park:** Nothing to report.

**Building Permits:** None.

**Approach Permits:** One approach permit request at the corner of Highway 78 and 170th. Will address next month after inspecting the area.

**New business:** Frank reported on the Otter Tail County District Meeting.

**Open Forum for Public Comment:** Resident raised concern about sightlines on the curve on Country Estates Road. Frank will follow up regarding possible removal of trees. Clinton reported that the oldest resident of our township passed away in December at age 94.

Motion to approve the Regular Monthly Meeting Minutes dated December 14, 2023, as written. (Frank/Anderson). Motion carried unopposed.

Meeting adjourned at 7:43 p.m.

Respectfully submitted,

Becky Cox

Clitherall Township Clerk