

The Cormorant Township Board meeting was held on **Tuesday, September 26th, 2023**, at 7:00 p.m. at the Cormorant Community Center. Board members present were: Chairperson Steve Sorenson, Supervisor John Buhaug, and Supervisor Tony Hubbard, Treasurer Susie Braseth, Clerk Claudia Hanson, and Deputy Clerk Penny Wickenheiser.

A. **Call to Order** by Chairperson Sorenson followed by the Pledge of Allegiance.

B. **Minutes** from the September 12th regular meeting were read. Motion to approve minutes made by John, seconded by Tony. Carried 3-0. The claims/bills were signed as presented.

C. **New Business**

- 1) **Lake Park Post Office, Postmaster** – Andrea Koczur, Postmaster, was present at the meeting. Ms. Koczur informed the Board that the Lake Park Post Office has 600 miles in its mail delivery route. She discussed the standard requirements for mailboxes and posts. They should be 6-8 inches from the curb/roads edge and 47 inches from the bottom the mailbox to the road. This height requirement allows the ability for snowplows to travel underneath the mailbox and allows postal carriers to deliver the mail more efficiently. Ms. Koczur advised that she truly appreciates the swing-away mailbox posts and highly recommends them. Ms. Koczur mentioned that house numbers should be placed on the side of mailboxes in 2-inch glow-in-the-dark numbers as mail carriers often deliver the mail in low-light conditions. Mailboxes in a row should have the numbers on the side of the end mailbox and on the front of the center ones. Ms. Koczur stressed it is the homeowners obligation to keep snow and other debris removed from 6 feet in front of the mailbox, before and after the mailbox. It is also the homeowners responsibility for any maintenance of the box and the post. The post office will not deliver mail to homes that are not permanent residences, however campground can set up a special mail receiving unit that can be rented by seasonal residents. Additionally, mailboxes should be big enough to accommodate packages and if a resident leaves their home for the winter, they should pull their mailbox from the post. She advised the post office is sending out letters to customers regarding these requirements in preparation for the winter snow.

D. Old Business

- 1) **Ramp Rebuild by Kitchen Door Update** – John indicated that he and our road crew will begin work on the ramp removal next Monday or Tuesday. He intends to pour concrete from the air conditioner to the front of the building and slope the cement away from the building. John advised that once the project begins, it should only take approximately one week to pour the cement and build a new ramp.
- 2) **Trunk or Treat for October** – Jessie Chenze noted she forwarded the flier to Tammy for the newspaper. The event is on October 29th from 3:00-5:00 pm. Ila Mae Lindstrom mentioned we had approximately 140 children last year attend this event.
- 3) **Ladies Night Out** – Ladies Night Out is scheduled for November 3, 2023, in the village. Board is okay with having vendors at the community center.
- 4) **Exercise Room Bench** – Ila brought up a weight bench should be ordered for the exercise room (this was first discussed August 29th). Tony said he would find a heavy duty one and order it. It will likely cost about \$300. Ila noted one piece of equipment is not calculating correctly. She will make inquiries as to how much it will cost to repair it.
- 5) **Damaged chair** - Claudia mentioned a chair pad was damaged by a child poking holes while the School Room was recently rented out. She noted that the company no longer sells or makes those chair pads, we would have to repair ourselves by reupholstering. Claudia emphasized the renter reported the damage immediately. Board discussed whether or not to return damage deposit to renter. Decision made by Board to return deposit as Ila had one replacement chair pad left to replace damaged one, and Board appreciated the renter being upfront, accidents by children tend to happen.

E. Recycling

- 1) **Brush/Compost Site** – Discussion surrounding when to close the brush/compost site for the season. Ed Chenze suggested closing it the second weekend in November depending on the weather.

F. Roads

- 1) **Chip Sealing** – Steve advised he left a message for provider to complete chip sealing on two roads.

- 2) **Mailbox Post Requests**– All swing-away mailbox posts requests received to date have been completed.
- 3) **Shouldering** – John advised that Ryan Olson has started the shouldering process on some of the worst roads and will work his way around the township.
- 4) **Grant LRIP** - Claudia advised the deadline for the LRIP Grant is December 8, 2023. Claudia emailed about this road grant as it applied to more urban townships, however the advice she received is to still apply, as our township population nearly triples in the summer, that this additional usage of the township roads would be considered, especially since the high seasonal road usage is non-local.

G. Other Business

- 1) **Flu Shot Clinic October 11, 2023** – Claudia reported we need 12 more people to sign up for the flu shot. If we do not get 20 people for the clinic, we may have to cancel the clinic or pay for \$100 for the services of Homeland Health Specialists. The Board discussed and decided to pay the \$100 fee if 20 people are not signed up as it is an important service for our community.
- 2) **PAM Informational Meeting October 2, 2023** – The PAM Informational Meeting is still scheduled for October 2, 2023, at 1:00 p.m.
- 3) **Short Course for Clerks and Treasurers** – Claudia noted she is registered to attend the short course training in Fergus Falls on October 2. Susie and Cindy will attend the training in Mahnomen on October 4. Penny intends to register for one of the training sessions.
- 4) **Mileage Certification** – Claudia reminded that the township mileage certification is due at the beginning of November.
- 5) **Flooring Option for Basement** – Ila will provide flooring options to the CLWD. They will need assistance with moving their furniture.
- 6) **Found Paddleboard** - John found a paddleboard on the road and is stored in the shop. Discussion ensued about how to find the owner of the paddleboard. It is likely that individual may be seasonal and may be unaware they even lost it. Board advised possibly posting it on Next Door, Facebook, on the township website, and/or the electronic sign at the community center.

- 7) **Becker County Association of Townships Meeting** - The Becker County Association of Townships Meeting is scheduled for October 19 at 6:30 p.m. at the Becker County Courthouse, 3rd floor conference room. Claudia passed out the agenda for the meeting.
 - 8) **Cormorant Daze** – Steve advised that, in past years, Tammy Odegaard was given a stipend for all of the time and effort she puts into making Cormorant Daze such a huge success. John made a motion to give \$1,000 to Tammy Odegaard for her efforts, Tony seconded the motion. Carried 3-0. The motion passed 3-0. Susie will send Tammy a check with a thank you card.
 - 7) **LPA Community Education** – Claudia received an email from Rozalyn Howery regarding the resurgence of the Lake Park Audubon Community Education Program. Ms. Howery inquired about using the community center space for Community Ed programming. Board discussed and agreed.
 - 8) **Miscellaneous mail** – None.
- H. **Adjournment** - The township meeting was adjourned at 7:43 p.m. with a motion from Steve, seconded by John, carried 3-0. The next regularly scheduled meeting will be held on October 10th at 7:00 p.m.

Respectfully submitted,

Penny Wickenheiser, Deputy Clerk and
Claudia Hanson, Clerk