



AGENDA FOR ANNUAL MEETING MARCH 13, 2018

1. Call Meeting to order.
2. Pledge of Allegiance.
3. Elect Moderator.
4. Announce Agenda for rest of meeting.
5. Approve Minutes of the 2017 Annual Meeting.
6. Reading of Board of Audit Report.
7. Report of Annual Election.
8. Select Township Banking Facilities.
9. Set Date & Time for 2019 Annual Meeting & Election
(March 12, 2019; Election 5-8 pm, annual meeting at 8 pm, Ideal Community Center).
10. Road & Bridge report.
11. Fire Department report.
12. Transfer Station and Recycling Center report.
13. Park & Recreation report.
14. Set levy for 2019.
15. Open Forum.
16. Adjourn.

John J. Plein
Clerk-Treasurer
March 6, 2018



Ideal Township Annual Meeting, March 14th, 2017

The Town Clerk called the meeting to order at 8:00 P.M. with the Pledge of Allegiance. There were approximately 15 residents in attendance.

The Clerk called for nominations for Moderator of the 2017 Annual Township Meeting. Motion by David Peterson, second by Jeff Feltmann to nominate Paula Schaub. There were no other nominations. Carried unanimously.

The Moderator asked for any changes to the proposed agenda provided. There were no changes offered.

Motion by Lynn Scharenbroich, second by David Peterson, to accept the minutes of the 2016 Annual Meeting as presented. Carried unanimously.

The annual Board of Audit Report was read by the Clerk. Motion by Bill Wortham, second by Tom Johnson to accept the Board of Audit Report as presented. Carried unanimously. The Board of Audit Report, the Annual Audit & Financial Statements, and the Auditors Communications Letter are available on the township website.

Moderator Schaub requested the results of the Ideal Township Annual Election. Following are the results presented by the Election Judges and read by the Clerk: Supervisor, 3-year term David Peterson 25 votes. There were no other ballots cast. Based on the election results, David Peterson was declared winner of the election. There were no absentee ballots cast.

The Moderator asked to affirm the Township banking facilities. Motion by Curt Johnson, second by Patti Peterson, to use the same banking facilities as in the past – First National Bank North and American National Bank. Carried unanimously.

The date and time for the 2018 Ideal Township Annual Meeting and Election was set. Motion by Tom Johnson, second by David Peterson, to hold the Annual Election between the hours of 5 pm and 8 pm with the Annual Meeting to begin at 8 pm. All will take place at the Ideal Town Hall on March 13th, 2018. In case of inclement weather, Election & Annual Meeting may be postponed to March 20th. Carried unanimously.

The Road & Bridge report was read by David Peterson. Jack LaBarre asked about plans for resurfacing the rest of Ruttger Road. Peterson answered there was no specific plan for that part of the road yet, but is one of the higher priority projects for the future. Paula Schaub asked about Nelson Road. Peterson explained that project had been engineered but will require cooperation with the City of Pequot Lakes who are focused on the Highway 371 project now. Nelson Road requires a substantial rework for safety & durability given the amount of truck & residential traffic it receives. Jack LaBarre asked if Anderson Brothers would contribute to the work since they have a gravel pit operation there. Peterson answered that they do have an agreement to provide road repairs caused by their use relative to the Highway 371

project and have already done a patch on Buschmann Road, but would ask for their support as the Nelson Road project progresses. Peterson gave an update on the road sign inventory that was done to comply with rules on sign reflectivity. All signs were identified and rated including some that were recommended to be removed. Now that we have the sign data, the Township can replace signs in a efficient, methodical way. The Town Board has also adopted a Mailbox Policy that includes replacing mailbox supports as road construction projects are done. The swing-away supports improve road safety and efficiency for road maintenance. Motion by Curt Johnson, second by Lynn Scharenbroich to accept the Road & Bridge report. Carried unanimously.

The Fire Department report was read by Chief II Ken Stoltman. He also noted that the membership had voted to keep the officers assignments the same for another year. There were no questions. Motion by Bill Wortham, second by Jack LaBarre to accept the Fire Department report. Carried unanimously.

The Transfer Station & Recycling report was read by John Bilek. He also noted some other improvements made at the station and that he had heard many positive comments about the facility and staff. He announced that one of the attendants had given notice, so will be advertising to hire a replacement. There were no questions. Motion by Patti Peterson, second by Susan Bilek to accept the Transfer Station report. Carried unanimously.

The Buildings, Grounds, Parks & Recreation report was presented by Curt Johnson. An assessment of all facilities had been completed in conjunction with a review for insurance appraisal. Based on the review, a to-do list is being compiled of repairs & improvements to be made. Many of the items are things that require cleaning, painting, or minor repairs to tidy things up. He has also been working to lay groundwork for the Community Garden project including completing a survey of the Town Hall and Park parcels. He is asking for residents to form a Board to oversee the planning, implementation, & operation of the Garden. Several residents offered ways they might be able to help.

Johnson also reported on progress on projects to support disaster preparedness for the Township including the recently installed outdoor warning sirens and the plans to install a generator to provide emergency backup power to the Town Hall & Fire Department. The generator project was initiated by the Ideal Community Service Organization who has provided a generous \$10,000 donation towards the effort. That donation pledge was then leveraged to get a \$2500 grant from the National Joint Powers Alliance. Jeff Feltmann commented about a storm event last summer when the siren had sounded and people had gone to the Town Hall for shelter but no one was there to let them in. They then went over to the Old Milwaukee Club. Johnson explained that there will have to be a protocol set for the Township response that coordinates with the County Emergency Services who set off the sirens. He is working through that process for the school district as well so will make sure the finished protocol is communicated with the Fire Department and other Township staff. Jack LaBarre suggested working with the power company as there may be ways to save money by offering to use the generator during peak power usage times. Motion by Jack LaBarre, second by Lynn Scharenbroich to accept the Buildings, Grounds, Park & Recreation report. Carried unanimously.

The 2018 levy proposal was discussed. David Peterson explained some of the significant changes proposed for the 2018 budget. The projected budget moves some dollars around between funds as the Board is working to allocate actual costs more accurately. Motion by David Peterson, second by Ken Stoltman to authorize the proposed levy for 2018 at \$978,000.

Jeff Feltmann spoke about comments he had received about safety & accessibility of mixed use of County Road 39 going south from the Ideal Corners area. The SnoPros Club is not marking that route as part of the trail system as there is not reliable area for snowmobiles along that section. Others had also commented to him about the safety of walkers & bikers through that area with the heavy traffic there. Feltmann is asking for people to think of options and give their input about a way to provide better sidewalk/trail space either along CR 39 or some other route.

David Peterson announced an Appreciation Award for William Wortham who served on the Township Board from 2001 through 2015. Wortham was Chair for several years and was instrumental with developing the Township Comprehensive Plan and many other improvements & advancements. Peterson thanked Wortham for his dedicated service to the people of Ideal and for his help when Peterson was a new Board member.

Peterson also thanked the moderator and all the residents who attended. And he expressed his appreciation for the other Board members and the Clerk for their support & service to the community.

Peterson recounted some of the public safety projects completed and in progress, the improvements made at the Transfer Station and Town Hall, and plans to build a salt shed behind the maintenance building. In conclusion, he declared that he felt that the Township was doing well financially and that the residents have a great group of people working for them.

Motion by Curt Johnson, second by Jack LaBarre to adjourn as there was no further business to discuss. Carried unanimously. The meeting adjourned at 9:15 pm.

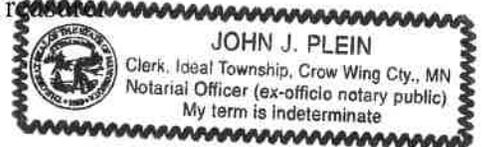
John Plein
Ideal Township Clerk
March 16th, 2017



Paula Schaub, Moderator



John Plein, Clerk-Treasurer





February 28, 2018

Board of Audit Report for 2017

In accordance with Minnesota Statute § 367.36, Ideal Township is required to conduct an outside audit annually. For fiscal year 2017, the audit was performed by the CPA firm of Justin Clasen & Company, LTD.

A Board of Audit Meeting was held on March 2nd, 2018 at 9 am with all Town Board members and the Clerk-Treasurer in attendance. A representative of Justin Clasen & Company, LTD. was also present.

Chairman Peterson presented the 2017 Annual Audit document to the Board for review. As shown on page 5 of the document, the total Governmental Funds receipts from all sources totaled \$1,131,155 with disbursements of \$1,006,400. This indicates a surplus from operations in 2017 of \$124,755. Offsetting this surplus is transfer funds of \$20,000 used to support the Transfer Station enterprise fund.

The 2017 beginning balances of all funds was \$498,683; plus the 2017 surplus, and minus the transfer amount, leaves a beginning balance for 2018 of \$603,438.

Activity of the proprietary enterprise fund representing the operation of the Ideal Transfer Station, as shown on page 7, includes revenue of \$64,542 and expenses of \$77,881 indicating an operating loss of \$13,339. The 2017 beginning balance of negative \$903, minus the loss, plus the transferred funds, leaves a beginning balance for 2018 of \$11,886.

A report of all 2017 Property Tax Settlements paid to the Township from the Crow Wing County Auditor was presented by the Clerk. Total amount received from the 2017 levy was \$962,046.89.

A comparison report was presented showing net tax capacity rate (NTC) and total taxable market value (TMV) for the Township since 2004. Values for 2017 tax year show TMV of \$868,246,090 which calculates to a tax capacity of \$9,203,400 meaning the Township operated with a NTC of 10.452% of tax capacity.

The Clerk gave the Board a demonstration of process procedures and document filing including computerized accounting system (CTAS), monthly reporting process, and year-end procedures. The demonstration indicated compliance with generally accepted practices and that all required filing & reporting has been completed including; annual financial reports to the Minnesota State Auditor, periodic and year-end payroll filings and tax payments, workers compensation insurance audit, sufficient deposit account security pledges, and 2018 tax levy certification.

The Financial Statements and Independent Auditor's Report for 2017 is posted to the idealtownship.com website. Detailed & complete reports on receipts and disbursements for the year are available to the public upon request from the Clerk-Treasurer.

John Plein
Ideal Township Clerk-Treasurer
February 28th, 2018

Ideal Township Tax Settlements

2017

County Categc Levy	6/21/2017 Amount	7/3/2017 Amount	12/2/2017 Amount	1/28/2018 Amount	Totals
General	\$ 295,000	\$ 115,532.33	\$ 52,014.44	\$ 121,361.89	\$ 295,429.67
Roads	\$ 440,000	\$ 172,343.27	\$ 76,893.85	\$ 180,940.30	\$ 439,905.02
Fire	\$ 215,000	\$ 84,207.47	\$ 37,078.03	\$ 88,321.79	\$ 214,360.22
Park	\$ 5,000	\$ 1,946.40	\$ 869.37	\$ 2,041.25	\$ 4,966.89
Recycling	\$ 7,000	\$ 2,739.04	\$ 1,222.61	\$ 2,871.36	\$ 6,987.61
Penalty			\$ 27.03	\$ 370.45	\$ 397.48
	<u>\$ 962,000</u>	<u>\$ 376,768.51</u>	<u>\$ 168,105.33</u>	<u>\$ 395,907.04</u>	<u>\$ 962,046.89</u>

Allocated to Funds	Levy	% of category	Amount	Amount	Amount	Amount	Totals	
General	100-31001	\$ 175,000	59.32%	\$ 68,536.13	\$ 30,856.02	\$ 71,994.34	\$ 3,868.40	\$ 175,254.89
Capital Projects	401-31001	\$ 120,000	40.68%	\$ 46,996.20	\$ 21,158.42	\$ 49,367.55	\$ 2,652.61	\$ 120,174.78
Road & Bridge	201-31001	\$ 200,000	45.45%	\$ 78,337.85	\$ 34,951.75	\$ 82,245.59	\$ 4,421.64	\$ 199,956.83
Road Construction	210-31001	\$ 240,000	54.55%	\$ 94,005.42	\$ 41,942.10	\$ 98,694.71	\$ 5,305.96	\$ 239,948.19
Fire Dept	250-31001	\$ 215,000	100.00%	\$ 84,207.47	\$ 37,078.03	\$ 88,321.79	\$ 4,752.93	\$ 214,360.22
Park & Rec	280-31001	\$ 5,000	100.00%	\$ 1,946.40	\$ 869.37	\$ 2,041.25	\$ 109.87	\$ 4,966.89
Recycling	290-31001	\$ 5,000	71.43%	\$ 1,956.46	\$ 873.29	\$ 2,050.97	\$ 110.43	\$ 4,991.15
Transfer Station	600-31001	\$ 2,000	28.57%	\$ 782.58	\$ 349.32	\$ 820.39	\$ 44.17	\$ 1,996.46
General	100-31901		100.00%	\$ 27.03	\$ 27.03	\$ 370.45	\$ -	\$ 397.48
		<u>\$ 962,000</u>		<u>\$ 376,768.51</u>	<u>\$ 168,105.33</u>	<u>\$ 395,907.04</u>	<u>\$ 21,266.01</u>	<u>\$ 962,046.89</u>

**Town Calculations Comparison
Ideal Township**

"March 5, 2018"

Payable

Year	Levy	Tax Capacity	NTC	Rate Change	Tax. Market Value	Est. Market Value	New Construction
2004	\$ 565,000	\$ 4,793,111	11.787%	-1.861%	\$ 464,271,950	\$ 623,317,700	\$ 10,653,800
2005	\$ 578,000	\$ 5,709,666	10.123%	-1.664%	\$ 549,975,200		
2006	\$ 615,000	\$ 6,642,151	9.259%	-0.864%	\$ 636,982,700	\$ 778,115,200	\$ 9,104,200
2007	\$ 650,000	\$ 7,839,320	8.292%	-0.967%	\$ 744,174,600	\$ 903,984,600	\$ 12,970,100
2008	\$ 750,000	\$ 9,186,920	8.164%	-0.128%	\$ 863,848,000	\$ 999,232,500	\$ 13,119,000
2009	\$ 795,000	\$ 10,492,058	7.577%	-0.587%	\$ 978,990,200	\$ 1,038,241,600	\$ 29,114,000
2010	\$ 820,000	\$ 11,287,711	7.264%	-0.313%	\$ 1,047,439,500	\$ 1,052,021,700	\$ 11,454,600
2011	\$ 820,000	\$ 10,035,632	8.171%	0.907%	\$ 941,071,000		
2012	\$ 835,000	\$ 9,543,709	8.750%	0.579%	\$ 897,187,200	\$ 904,554,800	\$ 7,715,800
2013	\$ 860,000	\$ 8,630,460	9.965%	1.215%	\$ 818,976,500		
2014	\$ 881,000	\$ 8,533,574	10.324%	0.359%	\$ 809,118,100	\$ 817,110,400	\$ 5,325,300
2015	\$ 912,000	\$ 8,655,682	10.537%	0.213%	\$ 820,534,100	\$ 827,480,500	\$ 7,166,900
2016	\$ 937,000	\$ 8,830,756	10.610%	0.073%	\$ 835,303,600	\$ 843,074,600	\$ 7,328,200
2017	\$ 962,000	\$ 9,203,400	10.452%	-0.158%	\$ 868,246,090	\$ 875,223,800	\$ 6,513,500
2018	\$ 978,000	\$ 9,120,971	10.723%	0.271	\$ 861,355,434	\$ 867,975,600	\$ 9,079,200
2019	\$ 988,000						

ROAD AND BRIDGE REPORT FOR 2017

Ideal maintains 75 roads totaling just under 49 miles as certified by the county. We also maintain two bridges on Long Farm Road.

Our maintenance crew has done a good job this past year maintaining our roads and right of ways. This includes plowing & sanding in the winter and mowing during the summer. They also maintain the transfer station, park, fire stations, and town hall grounds.

The ongoing maintenance & repair of vehicles and other equipment is completed by our crew as much as possible.

Highlights:

Woodcrest Lane was accepted to be maintained by the Township. A 32x60' shed was built to contain the salt-sand mixture for the roads - helps keep moisture out of salt pile and eliminates leaching salt into soil. A dump trailer was put in service to help with road right of way clearing. State disaster aid was received from storms in 2016, and cleanup is ongoing from storm disasters declared in 2017. All township roads were examined and rated using the MN DOT road pavement condition assessment vehicle providing baseline ride quality data to be used in road construction planning.

Road and Bridge Account:

Includes: maintenance employee salaries and benefits, vehicle & equipment supplies and repairs, fuel, salt/sand, road signs, maintenance shop utilities, etc.

Budget	\$200,000
Actual	\$234,833
Over	\$ 34,833

Road Construction Account:

Last year we:

- Resurfaced 1.37 miles of roads – Strawberry Lake Road and N Clamshell Lane plus patch on Old Whiskey Rd
- Chip sealed 3.07 miles of roads in cooperation with Crow Wing County
- Installed turnarounds at ends of Wabigoniss Shores and Trout Lake Drive
- Painted pavement markings in cooperation with Crow Wing County

Budget	\$240,000 (plus \$22,586 town road aid)
Actual	\$242,604
Over	\$ 2,604

Significant road construction funds were carried-over from 2016 and previous years. The fund's 2018 beginning balance was \$125,302.

IDEAL FIRE DEPARTMENT ANNUAL REPORT

March 13, 2018



- We had a charter member retire in 2017. Ron Schultz turned in his resignation in September with over 40 years of service to the department. If you see him, be sure to thank him for his service.
- Tim Hidde also turned in his resignation at the start of this year. He moved and now lives a long way from the department and didn't feel he could be available enough. Thanks to Tim for his 9 years.
- There were 107 calls in 2017. First responder calls made up 76 of them. The remaining 31 were fire, grass fire, false alarms, car accidents, etc.
- Safety remains our # 1 concern and we only had minor safety incidents reported last year.
- Our new rescue truck purchased last year is working beautifully and is a great improvement.
- The new SCBA packs are also working nicely and have a lot of new features as well as higher pressure bottles for extended use.
- The annual Beef Feed was again a success with great support from the community. The date for this year is August 8 so put it on your calendar.
- We currently have 1 new member in training but are in need of new members. If you or someone you know is interested or think they might be a good candidate, please contact the township for my contact info. I would be happy to answer any questions regarding the department and what we do.
- We upgraded our 4-wheeler rescue unit at Station 2 this year. Timothy Township donated \$1,500 towards the purchase.
- We are going to explore installing an underground water storage system this summer. It will be used for water supply, especially during the winter months, and also for monthly truck checks and pumping exercises.
- Finally, I would encourage anyone that has questions about the fire department to contact me directly. Again, you can contact the town clerk or check the website.

Respectfully,

Ryan Schultz Ideal Fire Chief

TRANSFER STATION/RECYCLING CENTER REPORT

- Tara McCapes & Marlin Gens were hired as attendants. Butch Field is lead attendant.
- Collected approximately 35 cords of firewood for Rollie Johnson Rec Area.
- No safety incidents in 2017

USER LOG TOTALS:

	2017	2016	2015	2014	2013	2012	2011
Permits	1116	1231	1022	954	857	955	1191
Mattresses	230	244	267	255	248	293	309
Electronics	268	296	427	441	424	387	434
Appliances	70	151	177	126	83	144	173
Tires	249	316	163	191	145	147	99
Recycling Users	3702	3348	3758	2835	1941	2106	2380
Yard Waste Users	1437	1553	1778	1504	1388	1677	1679

2017 REFUSE FINANCIALS

Fund Balance	\$84,542
Disbursements	\$77,881
Net	\$11,886

Includes an additional \$20,000 transferred from the General Fund. Fees for user permits and selected items were increased for 2018.

Electronics were hauled away by the county at a cost of \$2,970.

Metal & Appliances were hauled away at no cost. Approximate total weight 44 tons. Received \$1100 salvage value.

Hazardous waste was picked up by the county at no cost.

2017 RECYCLING CENTER

Collection & transfer of recyclables decreased 1.1% in 2017.

Received \$22,500 in SCORE funding to support the recycling program. Have received \$30,000 SCORE funding for 2018.

Fund Balance	\$33,366
Disbursements	\$39,236
Net	\$ -5,870

Tons	2017	2016	2015	2014	2013	2012	2011	2010	2009
Metal	44.0	49.50	19.59	18	21.61	18.00			
Paper	24.67	22.41	27.04	23.4	15.32	11.48	11.29	15.71	14.77
Glass (66%)	26.91	26.67	29.34	19.3	12.14	15.93	19.50	16.51	15.27
Tin (10%)	4.08	4.04	4.45	9.6	6.07	5.74	7.52	5.24	5.17
Plastic (17%)	6.93	6.87	7.56						
Alum (7%)	3.35	3.11	3.86	10.2	6.48	6.42	2.15	2.82	2.01
Cardboard	109.20	108.9	111.83	69.9					
Total	219.15	221.50	203.67	150.32	61.61	57.57	40.46	40.28	37.22

IDEAL TOWNSHIP BUDGET PROPOSAL FOR 2019 LEVY

Proposed 2019 Levy is a 1.02% increase over 2018. Average levy increase over the last 5 years equals 1.67%.

	Proposed 2019	2018	2017	2016	2015	2014
General	145000	175000	175000	165000	155000	150000
Road & Bridge	218000	200000	200000	190000	185000	175000
Road Construction	255000	255000	240000	240000	240000	235000
Fire Department	238000	216000	215000	140000	150000	150000
Parks & Rec	5000	5000	5000	5000	3000	3000
Recycling	5000	5000	5000	5000	1500	1500
Capital Projects	110000	110000	120000	190000	175000	165000
Transfer Station	12000	12000	2000	2000	2500	1500
Total	988000	978000	962000	937000	912000	881000

Budgetary items under General Revenue:

1. Board members' and clerk's salaries, training seminars, conferences, and expenses.
2. Office supplies & expenses. Election administration expenses.
3. Community Center building maintenance and minor improvements.

Budgetary items under Capital Projects:

1. Vehicle and major equipment purchases.
2. Land acquisition.
3. Major building improvements/additions.

Budgetary items under Park & Recreation:

1. Park maintenance and improvements.

Budgetary items under Road & Bridge and Road Construction:

2. Road employee wages and benefits.
3. Annual road construction and improvements. Crack sealing and road maintenance.
4. Gasoline, diesel fuel, oil.
5. Vehicle maintenance supplies and repairs.
6. Salt/Sand.

Budgetary items under Transfer Station/Recycling Center:

1. Transfer station employee salaries.
2. Disposal of recycling/refuse materials.
3. Transfer site maintenance and improvements.

Budgetary items under Fire Department:

1. Fire equipment & vehicle purchases, fuel, and maintenance.
2. Firefighter & Dispatcher wages.
3. Relief Association contribution.
4. Personnel training.