

## **Girard Township**

### **Regular Monthly Meeting -- MINUTES**

**Tuesday, SEPTEMBER 16, 2025 – 6 p.m., Town Hall**

Website: ([www.girardtownship.us](http://www.girardtownship.us))

Chairman Larson opened the meeting at 6 p.m. with the pledge to the flag

Present: Supervisors Blaine Larson, Peter Christianson, Larry Estes, Treasurer Kathy Trites, Clerk Debbie Irmen, and Road Worker Will Luhning.

Visitors: Don Miller and Randall Witt (gopher trappers)

Christianson moved to approved the minutes of the **regular monthly meeting** held **Tuesday, August 19, 2025**, at the Town Hall. Estes seconded. Motion carried unanimously.

Estes moved to approve the minutes of the **Annual Meeting and Continuation of Annual Meeting**, which approves the levy for 2026, held **Tuesday, August 19, 2025**, at the Town Hall. Christianson seconded. Motion carried unanimously.

Treasurer's report – Treasurer Trites presented the August financial report showing ending balances in the General Fund: \$118,221.12; Road and Bridge: \$382,178.76; Special Revenue: \$30,176.15; Fire Fund: (\$44,914.01); Ambulance Fund: \$52,236.49; Special Assessment: \$24,094.26; Capital Projects: \$137,868.80; and Equipment: \$253,685.86; for a total of \$953,547.43. The clerk presented information regarding how to handle the treasurer's report which says the board cannot approve what isn't verified though an audit which is completed annually. Moving forward, the report will be filed for audit which is done at the Board of Audit in February. This report was filed for audit.

Following discussion regarding the negative Fire Fund balance, Christianson moved to make a financial adjusting entry from the General Fund into the Fire Fund to zero out the fund. Larson seconded. Motion carried. Estes opposed the motion.

Approve claims as presented/audited, totaling \$1,832.13; payroll for Estes, Irmen, Larson, Luhning (2), Christianson, and K. Trites, and any additional claims that may be presented at this meeting. Christianson moved to approve the claims as presented/verified totaling \$1,832.13, plus payroll and additional claims of \$1060.00 for gopher feet for a revised total of \$2,892.13. Estes noted a discrepancy on the TNT invoice. The Clerk will check with TNT as the math is off. The bill should add up to \$40.98 but was presented as \$70.98. Following verification, the township will pay the \$40.98 amount. Estes seconded. Motion carried unanimously.

**Mail**—The clerk pointed out the mail from LREC Newsletter and the MN LTAP Exchange magazine and noted that the Couri and Ruppe law firm increased prices. The clerk attended a one-day seminar in which all questions were answered for free for the day, so there was value in attending because even at the old rates free access covered all expenses for the clerk to attend. She also read a Thank you from the East Otter Tail Fair board for a donation made in March.

### **Reports/Information**

Roads and Equipment – Will repaired 460<sup>th</sup> Ave. with gravel loads after extra truck traffic from hauling silage; he will be scheduling the plow truck for its DOT inspection ahead of the winter season; He said rain is needed to continue grading work, but he plans to start mowing.

Clerk's report – The clerk shared that training for the Board of Equalization is open. At least one supervisor must be trained by Feb. 1, 2026, for the April 2026 BOE meeting. Larson will complete the training by the Feb. 1, 2026, deadline. Per the request of Christianson at last month's meeting, the clerk provided salary information on the road worker from the beginning of the year through July. Christianson noted that he would be the contact person for the road worker moving forward. The clerk shared information from Otter Tail County Land Management regarding two variance hearing notices, both which had already been held, and do not require a township decision. Per a question from last month's meeting, the clerk looked into paying the road worker a salary vs his present hourly pay. The MAT attorney said he would have to fall into one of four work categories, which he doesn't, so he will remain as an hourly worker.

Battle Lake Area Fire and Rescue Association Meeting – Larson reported that the new truck is expected to arrive in September of 2026. A positive vote approved increasing the rate of retirement from \$3,100.00 to \$3,800.00. According to the meeting September minutes: The Relief account is currently fully funded. No local contribution has been needed to-date. The guideline is to keep the fund at 110%. The vote carried with three members voting in favor and two members opposed. Larson also said it was suggested that the Association pass a resolution to maintain the fund at a 125% level to ensure a healthy balance, but no action was taken on that at the meeting.

### **New Business**

Christianson moved to approve the following building permits. Estes seconded. Motion carried unanimously.

1. Rick and Susanne Torgerson submitted a building permit to construct a 32-by-48-foot pole shed at a cost of approximately \$40,000, with construction expected to begin Sept. 28 and be completed by Nov. 1. The shed will be located at 25037 Co Hwy 55, Henning, MN. He has submitted the required \$150.00 building permit fee.
2. Troy Gillespie has requested a building permit to construct a 60-by-100-foot farm storage shed at 26560 Co Hwy 5, Battle Lake, MN for an estimated \$200,000. Construction is estimated to start Sept. 25, with completion by Nov. 1. The required building permit fee has been received.

Estes reported that trapper Matt Jensen had put traps in the culvert on Chippewa Way to prevent reduced water flow caused by beaver activity.

Discussion regarding the continued bug infestation following the spray insulation of the rafters to decrease the problem, Christianson moved to hire a pest company to spray for bugs ahead of the soybean harvest and cold temperatures. Larson seconded. Motion carried unanimously. Christianson will forward the contact of potential vendor, and the clerk will call.

### **Old Business**

Two sealed bids were opened for the Rand Air Compressor – Landscaper Matt Thorson submitted a bid of \$1,000.00; Fergus Rental Store submitted a bid for \$4,500.00. After verifying that both bids met all conditions, Estes moved to accept the high bid of \$4,500.00 from the Rental Store. Christianson seconded. Motion carried unanimously.

Request for burial on lake property located at 23510 Co Hwy 5, Henning – OTC referred Tonni Starkweather to the township per our zoning laws. 701-578-4236 – I can find no problem with this in our zoning ordinances. The clerk will do a deeper dive by calling funeral homes to see what they might know on the subject.

Christianson noted that he may not be available for the October meeting, but he's going to check into what other arrangements might be possible for his other commitment.

The clerk was asked about a dead end sign request from last month. She still wanted to discuss with the Jeff Stabnow, township road engineer, before making contact with the property owner. Estes recalled that Stabnow had removed unneeded dead end signs because they were found to be a roadway hazard. The clerk will discuss with Stabnow prior to the next meeting.

### **Dates to remember**

**Tuesday, Sept. 16, 2025** – Regular Township Meeting, 6 p.m., at Girard Town Hall

**Tuesday, Oct. 21, 2025** – Regular Township Meeting, 6 p.m., at Girard Town Hall

**Thursday, October 23?** -- East Otter Tail Meeting -- TBD

**Tuesday, Nov. 18, 2025** – Regular Township Meeting, 6 p.m., at Girard Town Hall

**Thursday-Saturday, Dec. 11-13, 2025** – MAT Annual Conference, St. Cloud's River Edge Convention Center

**Tuesday, Dec. 16, 2025** – Regular Township Meeting, 6 p.m., at Girard Town Hall

With no further business to discuss, Christianson moved to adjourn the meeting at 7:20 p.m. Estes seconded. Motion carried unanimously.

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Blaine Larson  
Supervisor

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Debbie Irmen  
Clerk