



**ORIGINAL**

**FROHN TOWNSHIP  
BOARD OF SUPERVISORS MINUTES  
September 17, 2024**

**Present:** Chairperson Tom Harmon Supervisor Kathy Robinson  
Supervisor Steve Kovacic Supervisor Kalab Smith  
Treasurer Guy Drevlow Supervisor Christine Herwig  
Land Use Administrator Jim Baruth Clerk Kym Kovacic

**APPROVAL OF AGENDA:**

Supervisor Steve Kovacic made a motion to approve the agenda as amended. Supervisor Christine Herwig seconded. Chairperson Tom Harmon called for discussion. No discussion. Vote was taken and motion carried 5-0.

Chairperson Tom Harmon made a motion to appoint Supervisors Kaleb Smith and Christine Herwig to the Committee for hiring a Township Clerk. Supervisor Kathy Robinson seconded. Chairperson Tom Harmon called for discussion. No discussion. Vote was taken and motion carried 5-0.

**VISITORS:** Kristy Roberts, Bill Hubbell, Jake Frank, Nora Illies and Vicki Turn

**PLANNING COMMISSION:**

LUP 2024-25 – Bob Enger, 2050 Chippewa Drive SE Bemidji, will be building a garage at 11837 Chalet Court SE, Bemidji. He is now current with his fees so he may build. (See BOS Minutes dated August 20, 2024) Supervisor Steve Kovacic made a motion to approve LUP 2024-25 upon the condition that when a building will be built, the septic compliance will be done. Supervisor Kaleb Smith seconded. Chairperson Tom Harmon called for discussion. No discussion, all in favor, none opposed. Vote was taken and motion carried 5-0.

LUP 2024-26 Cealy and Andy Eckberg, 10248 Jordan Court NE, Bemidji, will be building a pole storage building at 330 Swenson Road, Bemidji. The building will be 36 'x60' for a total square feet of 2160'. All compliances have been met. Supervisor Kathy Robinson made a motion to approve LUP 2024-26. Supervisor Kaleb Smith seconded. Chairperson Tom Harmon called for discussion. No discussion, all in favor, none opposed. Vote was taken and motion carried 5-0.

LUP 2024-27 – James Knutson, 7626 Power Dam, Bemidji, will be building a single family home (which is currently half built) with attached garage at 7149 Palace Court, Bemidji. This home will be 54'x84' for a total square feet of 4536'. All compliances have been met. Supervisor Steve Kovacic made a motion to approve the reupped LUP 2024-27. Supervisor Kaleb Smith seconded. Chairperson Tom Harmon called for discussion. No discussion, all in favor, none opposed. Vote was taken and motion carried 5-0.

LUP 2024-28 Eric Maurer 12220 Lands End Lane SW, Bemidji, will be building a storage building. This building will be 46'x66' for a total square feet of 3036'. All compliances have been met. Supervisor Kathy Robinson made a motion to approve LUP 2024-28. Supervisor Steve Kovacic seconded. Chairperson Tom Harmon called for discussion. No discussion, all in favor, none opposed. Vote was taken and motion carried 5-0.

Land Use Administrator Jim Baruth stated he would check on Mr. Kelm's one year deadline of his building.

Chairperson Tom Harmon made a motion to take a recess at 6:15 p.m., from the meeting in order for private interviews for the Clerk's position. Supervisor Steve Kovacic seconded. Chairperson Tom Harmon called for discussion. No discussion. Vote was taken and motion carried 5-0.

Recessed at 6:15 p.m. Back on the record at 6:50 p.m.

Chairperson Tom Harmon made a motion to hire Vicki Turn as the new clerk starting January 1, 2025, with training to begin immediately. Supervisor Kathy Robinson seconded. Chairperson Tom Harmon called for discussion. No discussion. Vote was taken and motion carried 5-0.

**FINANCIAL/TREASURER:**

Supervisor Kathy Robinson made a motion to approve the claims and payroll as presented in the amount of \$54,504.23. Claims #18418 to #18439 in the amount of \$49,973.30 and payroll in the amount of \$4,530.93. Supervisor Christine Herwig seconded. Chairperson Tom Harmon called for discussion. No discussion was held. Vote was taken and motion carried 5-0. Supervisor Steve Kovacic made a motion to amend the approval of claims and payroll. Supervisor Kalab Smith seconded. Chairperson Tom Harmon called for discussion. No discussion was held. Vote was taken and motion carried 5-0. Supervisor Steve Kovacic made a motion to transfer \$75,000 from the General Fund to the Road and Bridge Fund. Supervisor Kathy Robinson seconded. Chairperson Tom Harmon called for discussion. No discussion was held. Vote was taken and motion carried 5-0.

Also presented was the Funds/Balance Budget Report. Supervisor Steve Kovacic made a motion to approve the Funds/Balance Budget Report as presented and amended. Supervisor Kathy Robinson seconded. Chairperson Tom Harmon called for discussion. No discussion was held. Vote was taken and motion carried 5-0.

Checking Balance as of 9/17/2024	\$ 229,225.05
Money Market Balance as of 9/17/2024	\$ 139,909.52
General CD (Maturity Date: 9/17/2024)	\$ 84,937.49
Road CD (Maturity Date: 9/17/2024)	\$ 84,937.49
Total:	\$ 539,009.55

**APPROVAL OF MINUTES:** Supervisor Kathy Robinson made motion to approve the Board of Supervisors August 20, 2024 Minutes as read and amended. Supervisor Steve Kovacic seconded. Chairperson Tom Harmon called for discussion. No discussion. Vote was taken and motion carried 5-0.

**COMMITTEE REPORTS:**

**ROAD AND BRIDGE:**

1. Bill Hubbell removed the downed trees. On Lands End Lane, there are trees that need to be removed that are blocking the stop sign. This matter can be addressed during the October road tour.

**BUILDING:** Supervisor Steve Kovacic will replace the furnace filter, also inside the furnace room will need to be cleaned out.

**FIRE:** Supervisor Steve Kovacic reported the new fire policy will be reviewed in October, 2024.

**ANIMAL CONTROL:** Supervisor Christine Herwig will attend the October, 2024 meeting.

**CLERK:**

1. Mail

**OLD BUSINESS:**

1. Treasurer Guy Drevlow will dispose of personal documents regarding the township.
2. Clerk Kym Kovacic will now give Maria's Cleaning a key to the office for cleaning.
3. The Administrative policy was discussed with some corrections and additions.
4. Supervisor Christine Herwig will review Frohn's LUP along with Ten Lakes Township for comparisons. 1. Redraft LUP language/tabled until a later date. Supervisor Christine Herwig will review Frohn's LUP along with Ten Lakes Township comparisons at the October 15, 2024 meeting.
5. Treasurer Guy Drevlow will dispose of personal documents regarding the township.
6. The Township picnic was a success. An accurate account of what was spent was \$268.11. The budget was increased last year to \$350.00 as per a previous motion.
7. A discussion was held regarding the Zoning and Land Use Ordinance revisions.
8. MATIT – Chairperson Tom Harmon will contact them again regarding the insurance policy.
9. October road tour date to be set for Friday, October 11, 2024 at 9:30 a.m. Supervisor Steve Kovacic will rent the van for this purpose. Chairperson Tom Harmon made a motion to approve the renting of the van for the road tour. Supervisor Christine Herwig seconded. Chairperson Tom Harmon called for discussion. No discussion. Vote was taken and motion carried 5-0. Clerk Kym Kovacic will put the Notice of the Road Tour on the website and bulletin board outside.

**NEW BUSINESS:**

1. Election judges: Supervisor Steve Kovacic made a motion to elect Lanette Anderson as head judge, poll pad judges Bev Leet (alternate head judge), Bill Hubbell, Abby Bushie and Kathryn Gonzalas; ballot judges Peggy Nickerson and Kathy Robinson; Greeter Donna Kimmes; alternate Donna Anderson. Supervisor Kalab Smith seconded. Chairperson Tom Harmon called for discussion. No discussion. Vote was taken and motion carried 5-0.

Supervisor Christine Herwig stated she received a phone call to set up the projector during a rental. Residents will not be allowed to use the projector and this language will be added to the rental agreement.

Supervisor Steve Kovacic made a motion to adjourn the meeting. Chairperson Tom Harmon seconded. Chairperson Tom Harmon called for discussion. No further discussion. Vote was taken and motion carried 5-0.

Adjourned: 8:20 p.m.

  
\_\_\_\_\_  
Tom Harmon, Chairperson

  
\_\_\_\_\_  
Kym Kovacic, Clerk

Approved: October 15, 2024