

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – ORGANIZED IN 1858  
PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@PITEL.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes January 8, 2013**

**1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:01 PM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist and Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Planning and Zoning Administrator Ann Fahy-Gust, Road Maintenance Contractor Mike Wood, and Clerk Dale Thomforde.

**2. Set Meeting Agenda and Order:** Mary Andrist made a motion to approve the agenda with the modification to move the bid opening and review to the top; seconded by Brian Hervey. The motion carried 2-0.

**3. Public Comments:** Jim Mack from Pine Island Bank made his annual visit to thank the township for having their accounts at the local bank. He presented a cheese and cracker tray and wall calendar. While there he answered a question from Hervey on FDIC insurance for interest bearing accounts since the Township has over the FDIC insurance limit. Pine Island Bank has pledged securities to assure the township is covered beyond the FDIC \$250,000 limit.

Sally Kohlmeyer & Ryan Kohlmeyer representing the 4H Board of Directors of Olmsted County asked to use the Town Hall on Jan 21 because the county facility normally used was being occupied with MLK day activities. They would like to have the fee waived. Andrist made a motion to approve waiving the rental fees, Hervey seconded, and motion carried 3-0.

### **4. Review Minutes for Approval:**

December 4th, 2012, Special Town Meeting minutes – Minutes were reviewed and Andrist moved for approval, seconded by Beyer . The motion carried 3-0.

December 11th, 2012, Regular Town Board Meeting minutes –Andrist moved for approval, seconded by Hervey. The motion carried 3-0.

### ***Old Business***

**5. Keller Quarry:** Keller Quarry has had some removal of black dirt in violation of the contract. Bob Braaten apologized and stated that the guy didn't know where he was supposed to go to get the black dirt that was ordered. Braaten assured the board that now all employees have been informed of the requirements for Keller operation. Braaten stated that it was not all dirt, there was clay and mixed dirt. Hervey asked how much had been removed and Braaten responded about 40 loads. Hervey asked if we could get it back? Braaten stated yes you can get it back, however he believes that there is more dirt than necessary to reclaim the land. Andrist stated that if the dirt is brought back she would consider it no harm no foul. Braaten felt that the

sum total of pure black dirt was 10-12 loads. The Board signaled they were OK with this amount being returned.

They moved on to discussing crushed rock we did not get more crushed before the end of the season. The Board would like rock spread before chloride and as soon as road restrictions come off. Braaten stated that he needs more stripped. He agreed that the price will be same as last year. His plan is to get here early spring and get it stripped and then have some crushed. Fuel cost is the only variable in price. Board agreed payment for 5,000 yards we will take credit for dollar amount that is there now. Beyer moved approval of payment of \$6.80/yd for 5,000 yards for custom crushing now (less our current credit balance) and \$6.00/yd later for delivery and spreading, and Andrist seconded. Motion carried 3-0.

**6. 125th St Corridor Preservation Study Update:** Thomforde reviewed the Dec 12 Project Steering Committee meeting where results were presented from the open house. There are 2 main routes that look best option C2 South and C3. Open house C3 favored because least number of homes were impacted. There will be a joint meeting of the New Haven Town Board and the PI City Council and the County will invite land owners in area. The tentative date is January 29th but is yet to be approved by the City Council.

**7. Road Sign Plan Update:** Thomforde stated that there has not been much progress in past month. Next meeting he will have an update. Beyer noted that the culverts on 88th Ave doesn't have any signage linears. Thomforde will check with the County if they are needed when he reviews the township signage with them.

*Treasurer's report*

**8. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits. Figy reported the following account balances for the month ending December 2012:

Planning and Zoning	\$ 2,211.95
General / Road and Bridge Account	\$ 10,125.10
Money Market Deposit Account (MMDA)	\$ 824,700.07

As noted previously the coverage of pledged securities beyond FDIC coverage is good. Figy asked if he should be looking for a second account maybe a CD and what do we want to do with this? Figy showed the prepared interest sheet to the supervisors. Interest is very low until 36 months where it becomes 1.05%. Beyer stated that the Elk Run money should be separated since the interest is to offset loss in tax income based on a previous resolution. We could consider putting in a 36-48 month CD since we won't be using it. Beyer recalled that we should have \$15k in Road and Bridge account annually for issues. This possibly should be in a separate account too. Hervey agreed that we should separate these out. The Board also though that something might come out of the annual meeting. Figy and Thomforde should have analysis done before annual meeting. Hervey moved approval of the report and Andrist seconded. Motion carried 3-0.

**9 Review and Pay Bills:** Claims were presented to the Board by the Clerk.

No checks were ready this time because we could not close the 2012 books for CTAS because of a mismatch for December. The 2012 books have to be closed before we can enter the 2013 claims. Everything matches in CTAS up through November. This will have to be resolved after the meeting. In the mean time, we can approve the claim papers and we can cut the checks and sign later. Andrist moved to pay all bills, Hervey seconded. Motion carried 3-0.

***New Business***

**10. Center Grove Cemetery:** Dave Klaan gave the Center Grove Cemetery report – they ran in the black this year because mowing went well and funeral memorials were up. He also presented a latest update of the veterans in the cemetery. He explained what happens with the money, it goes into perpetual care fund and the interest only is used for care. People were happy to give some money for that at the time of a funeral. There are some issues with the perpetual care fund. It was set up in Marquette bank which is now a Wells Fargo owned bank and they are proposing to increase the annual \$250 maintenance fee. Klaan has rebuked this effort for some time, however, now the bank is saying that his cemetery accountant can't do the taxes on the trust fund and that the bank will do the work. Klaan again requested the \$2500 from the township to cover the potential expenses.

**11. March Election Calendar:** Judges and absentee ballot judges need to be established. Candidacy filing period ends Jan 15 and the township will be electing 1 treasurer and 1 supervisor. Election judges were appointed as Andrist, Fahy-Gust, Thomforde, Hervey – Beyer moved approval, seconded by Andrist, and the motion carried 3-0. Resolution 2013-01 was proposed for the same four judges to be absentee ballot board judges. Andrist moved approval of the resolution, Hervey seconded, and the motion carried 3-0.

**12. Meeting Dates:** Meeting schedule for additional meetings was set:

Board of Audit- February 5th 2013 6:30 PM

March Town Board Meeting – March 5th 2013 7:00 PM

Town Board Reorganization Meeting – April 2nd 2013 7:00 PM

**13. Miscellaneous Mail and Etc.:**

There is a MBA Scholarship program for public employees – Fahy-Gust was given the information. The MATIT calendar has the form to have state legislature resolution should we choose to have a subject elevated to the state level for changing. State law regarding mowing was discussed but no action is being taken since the County said we could mow after August.

**14. Road Report:**

Mike Wood reported that he has been plowing snow and then trimming trees on 115th when he could. He has left the piled wood. He has removed the tree by Douglas trail and will take the wood since it's not been taken by anyone else. River Heights area work included

trimming a tree blocking stop sign, this property has the fence and other trees all in the right of way. There is a fairly large stump to be removed from the tree trimming but the rest is brush under 6" diameter so we don't have to ask to remove any of this in the right of way. Wood will ask just to be polite and then clean up the ditch. As long as we are good with winter activities and there is time we need to get it cleaned up. There was a discussion on how we might give notice that trees can't be planted in right of way. Thomforde commended his good job on the cleaning at the Douglas trail crossing and Hervey commended the maintenance at Devils Kitchen.

Thomforde stated that a quote notice has been posted and published for summer/winter road maintenance. The quotes are due before February meeting and it can be discussed then.

**15. Planning & Zoning Report:**

Beyer proposed waiving the rental fee for the Russ Postier memorial. A memorial card will be sent and the check returned. Motion by Andrist, second by Hervey, motion carried 3-0.

Fahy-Gust discussed the application from T Mobile to do improvements to their tower. She raised the concern following the issues with the Verizon tower and the generator. This application only refers to upgrades to antennas. A temporary construction permit will be issued and a fee of \$200 collected.

Fahy-Gust has not progressed the "clean-up" day proposal will review in February. The Board recognition potluck dinner is Saturday, January 26th.

Permits/Splits/Variances – 1 permit was issued for a garage. One split – Dan Jewel. Having an ongoing conversation with Don Sanford and Fahy-Gust is expecting a split application soon. No variances were applied for.

Fahy-Gust was instructed to follow up a shed permit with Corey Allen (may be the permit from last year?) and to collect for the chloride used last spring. She stated that she has received a text from Allen over the chloride and will follow up on the shed.

**20. Adjournment:** Chair Denny Beyer adjourned the meeting at about 8:24 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

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## **Special Joint Meeting of the Pine Island City Council and the New Haven Town Board January 29, 2013**

### **Present for New Haven Township Board**

Dennis Beyer – Supervisor/Chair  
Mary Andrist – Supervisor  
Brian Hervey – Supervisor  
Bob Figy – Treasurer  
Dale Thomforde – Clerk

### **Present for Pine Island City Council**

Rod Steele – Mayor  
Jerry Vettel – Councilman  
Nick Novak – Councilman  
Eric Diskerud – Councilman

### **Project Staff Presenters**

Charlie Reiter – Olmsted County Planning, Project Manager for the 125th St Study  
Angie Bersaw – Bolton & Menk, Inc.  
Chris Chromy – Bolton & Menk, Inc.

### **Meeting Purpose**

Project staff made a presentation to the City Council and Township Board summarizing the evaluation of alternatives and the recommendation of an alignment option to move forward into environmental documentation and official mapping. Members of the public and elected officials had an opportunity to ask questions and provide input at the meeting.

### **Minutes**

Chair Denny Beyer called the meeting to order at about 6:35 PM. Mayor Rod Steele welcomed everybody thanked them for coming.

Charlie Reiter presented the history of the project stating that it started in spring 2012 most recently was presented for community input in November 2012. He stated today's goal is for the Town Board and City Council to make a determination on the best alignment for the future of their area. This will then be recommended to the County who will have the final say since the road will be a County State Aid Highway (CSAH). The end result of the project will be an official right-of-way (ROW) map which will inform public of future area use. He stressed that there is no funding for construction at this time and the map will be in place for likely 10+ years before the road is constructed.

Chris Chromy presented the design criteria. He presented the different alignment options considered. The plan has evaluated the need for a 2-lane (155' ROW) or 4-lane (225' ROW)

roadway as well as the impacts to any CapX poles which will be installed in 2013 which will be prior to any road construction.

Angie Bersaw presented the key factors used to evaluate the different alignment options considered.

#### Comments and Questions from the City Council and the Town Board

Rod Steele – questioned of the environmental assessment had an expiration date. He requested making the road as user friendly and least disruptive to the citizens as possible.

Jerry Vettel – questioned why the CapX poles can't be positioned to match the preferred roadway alignment at this time and avoid future pole relocation hassles and costs. Mr. Chromy responded that project staff has been coordinating with CapX project managers. CapX designers stated it is difficult from them to acquire easements from land owners in areas that are not adjacent to roadways. Mr. Chromy noted the CapX project is more advanced in its project development than the roadway project and they will be constructing the CapX project this spring/summer.

Nick Novak – make the road accessible to evacuate Pine Island in the event of a flood, be sure that the highest roadway elevation is selected so it won't flood.

Brian Hervey – questioned whether or not Option C3 could be moved farther east before it drops south, to avoid a home relocation.

Denny Beyer – echoed the request of Rod Steele and asked what type of Douglas State Trail crossing was assumed with Option C2 South. Mr. Chromy responded it is likely a road underpass for the trail would be constructed with Option C2 South since the roadway profile will be elevated 10-12 ft when it reaches the existing Douglas Trail crossing, thereby making a trail underpass feasible.

#### Comments and Questions from the Public

Joel Friedrich (12314 85th Ave NW) stated if the C3 option was move east ¼ miles, it wouldn't impact any homes and he questioned the actual cost to move a CapX pole; previous meetings were quoted at \$125k-150k/pole and tonight is \$60k-80k/pole. Mr. Chromy responded that since the CapX project will go in ahead of the road it is difficult to determine the cost to move any poles that might need to be moved so the actual cost will be likely be somewhere between \$60k and \$150k/pole. The cost estimates for this project include the higher cost scenario. Mr. Friedrich also commented that C3 seems better due to less impact to existing home owners in the area, the land moving further east is high and not in a flood plane, and it would save money by avoiding CapX pole relocations which could be used instead to fund the additional trail crossing costs. He also indicated that the rate of growth listed at 55% is very high given that Pine Island hasn't grown much over the last 10 years.

Vince Fangman (11724 Co Rd 113 NW) agreed that C3 would impact fewer people especially if it were shifted east onto the Elk Run properties. He also highlighted a concern that not all the proposed local road crossings were on section lines which would inhibit the ease of development. Mr. Chromy responded that where possible the proposed future local street crossings were shown on property lines, however, in some instances they had to be shifted slightly due to the topography of the area and to avoid adding a new intersection on a curve. He also noted that portions of Co Rd 5 would be eliminated as would portions of 125th St if they were not needed for local access.

There seemed to be some consensus from the community that if the diagonal section of C3 were moved slightly east it would avoid the one home relocation and no CapX poles would need to be relocated making this option seem least damaging and most cost effective.

Ann Fahy-Gust (12851 Co Rd 5 NW) asked what would happen to the section of Co Rd 5 that is now longer used with options C2 and C3? Mr. Chromy responded that section would be eliminated and a private driveway extended to Co Rd 3.

Paul Altrichter (9309 125th St NW) asked when houses identified for relocation would be purchased since they would essentially be un-saleable after adoption of the Official Map. He preferred the C3 option. Mr. Reiter commented that with an official map in place the County Board will consider advance acquisition and has authorized advanced purchases of homes prior to roadway construction, such as in the area where the Elk Run interchange is being built.

Dean Kukson (12883 New Haven Rd NW) commented that the difference in a 2-lane and a 4-lane ROW makes a significant difference with what might happen to the landowner. It feels more like the 2-lane road would fit better the needs of a rural community with low growth. Mr. Reiter commented there is a level of uncertainty and it is better to plan for a worst-case scenario and down the line they will look at what actually needs to be built.

Vince Fangman stated that compared to other area communities Pine Island is growing very slowly, while cities such as Byron, Stewartville, Zumbrota or Cannon Falls are seeing more growth. Additionally, a 4-lane ROW would mean farmers can't get directly access fields, whereas a 2 lane ROW would have less impact on this aspect of the main economy of New Haven Township. Mr. Reiter responded that some level of access control would be required whether the road is a 2-lane or 4-lane roadway to ensure mobility and safety on the regional highway.

Dean Kukson asked if you had a choice of building next to a 2-lane road or a 4-lane road, which would you build next to? He stated if you are looking for growth from Pine Island and you have a 4-lane road sitting there, it is going to push people the other way.

Paul Altrichter asked if the Board would be paving 125th soon if the new road isn't going to be built for 10 years? Denny Beyer responded that there are no plans to upgrade 125th St at this time. Mr. Reiter also commented that if this was a county roadway, the County would

require a 4-5 fold increase over existing traffic levels to 400-500 cars/day before considering paving a road.

Jerry Ellefson (11333 65th Ave NW) asked about the closure of the interchange on Co Rd 11. Mr. Reiter responded that there are no plans to close this at this time and that any action would be dependent on the planned interchange north Main Street Pine Island. Mayor Steele said it will be many years since the north interchange isn't on the map.

Joann Reier (9955 125th St NW) asked what would happen with the remainder of 125th. Mr. Chromy showed the plans for a cul-de-sac coming from the east closing the current 125th St /Co Rd 3 intersection.

Vicky Morey (10105 125th St NW) asked if the people impacted by the demolition of 125th could vote on which way they would like to access their properties. Mr. Reiter responded and was reinforced by Mr. Chromy that there would be flexibility to consider alternate options, such as having access in from Co Rd 3 considered.

Vince Fangman expressed concern that, but for Elk Run, this roadway would not be needed. Jerry Vettel stated that this was in the planning long before Elk Run and was a part of making TH 52 a safer corridor. Mr. Fangman stated that he was surprised with some of the road alignment options that were considered, such as Option E, and didn't feel that there was sufficient notice from the County /Pine Island /New Haven to residents about the considerations. Mr. Reiter responded that residents within the entire study area have received meeting notices for the two public open house meetings and this joint special meeting. Mr. Reiter assured the audience that notices were done with the hope to prevent surprises.

Jeff Hanson (9202 125th St NW) asked why all three roadway options were not available for review on the table. He said it seems like the County has already made their decision. Mr. Reiter responded that the project committee directed staff to consider how local access connections could be made with Option C2 South which is what is being shown on the table. Mr. Chromy stated that the project staff recommendation is Option C2 South but that the purpose of the meeting was to get public input and answer questions of the City Council /Town Board so that they could make a recommendation on their preferred alignment to the County.

Bill McNallan (12246 Co Rd 113 NW) said Option E severs the most property but the presentation stated it followed property lines. Mr. Chromy stated all of the alignment options tried to follow property lines where possible to limit impacts and severance of property. Mr. Reiter said that is one of the reasons the Option E was not recommended.

Anne Tolan (9955 125th St NW) felt the criteria for comparing alignment options seemed to address existing conditions; however, the future land use of this area will likely be very different. Mr. Reiter stated the purpose and need criteria really looks at the future conditions whereas the impacts of each option look at how the roadway fits in with existing conditions. Anne asked if there is no development, is there a need for this road? Mr. Reiter responded that



yes, a new river crossing and connection to the new TH 52 interchange is needed and is something that was identified by the City of Pine Island as needed as far back as the original 2001 study of TH 52 in order to provide a better south-side connection to the regional highway system.

Joel Friedrich expressed a concern that the decision has already been made and the public input does not count for anything.

Vicky Morey asked if the Power Point presentation will be online. Mr. Reiter responded that it will be on the County website at the address on the newsletter.

City Council /Town Board Action

Chair Denny Beyer asked members of the public to identify, via show of hands, whether or not they were impacted by each alignment. Several attendees raised their hands for Option C3 and C2 South. Chair Beyer asked attendees to vote for the trail alignment they would support. Approximately a dozen attendees voted in favor of Option C3 (many of those affected) and 1 for Option C2 South. There may have been some confusion on what they were voting for (in favor of? or impacted by?) so these numbers may be slightly skewed. However, in other public comments above, several speakers expressed support for Option C3.

Mr. Reiter stated he would like a recommendation from the City Council and Township Board by the end of February. He will then forward these recommendations to the County Board for their consideration. Denny Beyer suggested that the Township Board members consider the input received tonight and regroup at their next meeting before making a recommendation. Township board members agreed with this approach. Mayor Rod Steele and the other City Council members agreed to take the same approach and make a recommendation at their February meeting.

Mr. Reiter also reminded the public to complete comment forms provided and mail them in to the address included on the form. This public input is important to document resident preferences.

Chair Denny Beyer adjourned the meeting at about 8:45 PM.

Approved by the Town Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Town Board

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## **Board of Audit Meeting February 5, 2013**

The Board of Audit met to review the financial information for the year 2012 kept by Clerk Dale Thomforde and Treasurer Bob Figy. The Pledge of Allegiance was recited and the Board of Audit meeting of the New Haven Town Board was called to order at about 6:35 PM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist and Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Planning and Zoning Administrator Ann Fahy-Gust, and Clerk Dale Thomforde.

The Board agreed that random disbursements selections, one from each month, would adequately represent the attention to detail and accounting practice for the township. Both the General Fund/Road and Bridge (GRB) account and the Planning and Zoning (P&Z) account were audited in this manner. Each disbursement was matched to the claim receipt, check number, amount, payee, and month.

<b>MONTH</b>	<b>GENERAL/ROAD &amp; BRIDGE</b>	<b>PLANNING/ZONING</b>
JANUARY	3181 ✓	401 ✓
FEBRUARY	3191 ✓	405 ✓
MARCH	3197 ✓	1884 ✓
APRIL	3200 ✓	1886 ✓
MAY	3216 ✓	1888 ✓
JUNE	3220 ✓	1889 ✓
JULY	3224 ✓ , 20114 ✓	1892 ✓
AUGUST	3230 ✓	418 ✓
SEPTEMBER	416 ✓	1894 ✓ , 424 ✓
OCTOBER	3241 ✓	1896 ✓
NOVEMBER	3255 ✓	435 ✓
DECEMBER	3261 ✓	10115 ✓

### Anomalies noted:

1. Disbursements vs Claims in CTAS did not always match because the data entry from the Treasurer's report tended to be a month late. We have corrected that practice for 2013 so that the Treasurer's data is entered based on the date the claims were created rather than on the cleared date in his log. Disbursements in CTAS matched the disbursements in the Treasurer's log.

2. The month of April for the Planning and Zoning did not initially match because the claims were placed in the General Fund binder. Once the error was located and corrected there were no issues for April.

It was determined that the receipts did not need to be reviewed since the statements for the bank and for CTAS were in balance.

Andrist moved that all were in agreement that everything balances, seconded by Hervey. Motion carried 3-0. The Board reviewed and signed the 4-page New Haven Township Financial Summary for the financial year 2012.

Chair Denny Beyer adjourned the meeting at about 7:40 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

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## **Regular Monthly Town Board Meeting Minutes February 12, 2013**

- 1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist and Supervisor Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Planning and Zoning Administrator Ann Fahy-Gust, Road Maintenance Contractor Mike Wood, and Clerk Dale Thomforde.
- 2. Set Meeting Agenda and Order:** Hervey made a motion to approve the agenda as printed, seconded by Andrist. The motion carried 3-0.
- 3. Review Maintenance quotes:** The quotes for both snow and road/ditch maintenance are incorporated by reference to these minutes. Quotes were received from three parties. Mike Wood – for summer and winter road maintenance and snow removal, Fogarty Outdoor Services for lawn mowing and snow removal of the parking lot only, and Dennis Beyer for lawn mowing only. Andrist moved that Fogarty should be awarded that contract at \$40/time for the town hall lawn mowing, seconded by Hervey. The motion carried 3-0. Hervey moved that winter parking lot maintenance be done by Mike Wood, seconded by Andrist. The motion carried 3-0. Beyer moved that both summer road maintenance and winter road maintenance be done by Mike Wood, seconded by Hervey. The motion carried 3-0.
- 4. Public Comments:** Paul Gustine – school bus driver from Pine Island Schools approached the Board to comment on the road conditions. Paul stated for the last 6-7 years the roads are really good and way better than the County roads he drives. He feels that he gets a good response from the township when there is an issue reported, such as when there is a tree or limb problem. He indicated that all bus drivers are happy with the service. There were some issues with washboard roads earlier last year, but that was throughout the southern part of the state because of the dryness. Paul said the Devil’s Kitchen and Denny roads are well maintained. Bruce Moon also spoke to affirm the roads are good. He said that 85th St, near Genoa, is plowed by Wood before the County gets to their roads. He said he has seen a big improvement since Mike has been doing the grading.
- 5. Review Minutes for Approval:**
  - January 8th, 2013, Regular Town Board Meeting minutes – Andrist moved for approval, seconded by Hervey. The motion carried 3-0.
  - January 29th, 2013, Special Joint Pine Island City Council and Town Board Meeting minutes – Hervey moved to approve, seconded by Andrist. The motion carried 3-0.

February 5th, 2013, Board of Audit minutes –Andrist moved for approval, seconded by Hervey. The motion carried 3-0.

### ***Old Business***

**6. 125th St Corridor Preservation Project:** Hervey reported he has discussed the information with Mayor Rod Steele and a number of the Pine Island City Council members and Mayor Steele seemed to be in agreement that Option C3 is the best. Hervey stated Mayor Steele also seemed to agree it would be ideal to go north and east of the Andrist home and avoid the house and he said that is what they are probably going to recommend. There is a belief that this route can be modified to avoid housing concerns. People that came to the Joint meeting seemed to be pleased with C3. Thomforde made a list of reasons for favoring C3 over C2 south. Jeff Hanson spoke that C3 would be better for him as it misses his house, however there was concern expressed that the County is pushing for C2 South. Mike Sheehan stated again that the main objective is to have a right-of-way official map spelled out so that all know where the road is going to be. The Project staff favors C2 South. Sheehan stated that likely won't be a 4-lane road for a long time. The township would have to have a lot of good reasons for why C3 is preferred and not C2 South. He emphasized that "We aren't doing this because of Elk Run or anything else" and the main objective is the ROW for an east west run south of Pine Island. Thomforde said he found it amazing that there were such a high number of township people were in favor of Option C3 route, past practice would normally indicate that they wouldn't want anything to do with a road coming near their homes. The fact that there was a willingness to work with the County should indicate the level of endorsement for the C3 or variant option. A resolution was discussed that would endorse C3 with alteration to Andrist avoid home. Hervey moved approval, Beyer seconded. Roll call vote: Andrist - no, Hervey - yes, Beyer - yes. Motion carried. Beyer then asked if they wanted to adopt a resolution recommending an option? Thomforde suggested, since it is going to the Olmsted County Board and the Pine Island City Council, it might carry more weight if it was in the form of a resolution. Andrist stated the resolution should state that it was a majority of the Board, and not the whole Board, endorsing Option C3, and that she is going with what the experts have to say about a preferred option. Thomforde read a proposed resolution. Mike Sheehan, Olmsted County Planning, stated this is a concept, and the list of recommended study items in the proposed resolution is getting into design details. Agreement was reached to delete the list recommended study items, including the roundabout proposal, since they are really secondary issues. Beyer moved adoption of a modified resolution deleting the recommended study items, except for routing around the Andrist residence and stating the resolution is by a majority of the Board. Hervey seconded the motion. Motion passed and the modified resolution was adopted with Beyer and Hervey voting yea, and Andrist voting present.

**7. Road Sign Plan Update:** – Thomforde has talked to Roger Idem and discussed renting time from Olmsted County for a person to review our road signs, and make recommendations for changes to be made. He hasn't been able to meet with him yet. Mike Sheehan recommended that Scott Holmes (Roger's manager) should also be in the loop with this along with Roger Idem.

Sheehan stated that the state bid process for signs is working well and assured the township that Scott and Roger will assist.

***Treasurer's report***

**8. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for January. Figy reported the following account balances for the month ending January 2013:

Planning and Zoning	\$ 1,575.72
General / Road and Bridge Account	\$ 4,131.58
Money Market Deposit Account (MMDA)	\$ 823,546.52

Final distribution payment from Olmsted taxes for 2012 have been received. Andrist moved to accept the Treasurer's Report, seconded by Hervey. Motion carried 3-0.

**9 Review and Pay Bills:** Claims were presented to the Board by the Clerk. Andrist moved to pay all bills seconded by Hervey. Motion carried 3-0.

***New Business***

**10. March Election Calendar:** Thomforde reported that the township is in good shape and we have all the necessary things completed. He has posted a notice on the door and on the website for annual meeting and election. He will be publishing the notice in the papers. We have received the ballots and the Automark machine. Absentee voting is now open and anyone wanting to absentee vote should contact the Clerk. The township office will be open for absentee voting from 10-noon on the Saturday (March 9th) before the Annual Meeting for absentee voting if anyone wants to vote at that time.

**11. 2013 budget:** Beyer asked the Board to review the 2011 and 2012 numbers that Thomforde has developed and make comments on a budget for 2013. We can see what we would like to do if there are any other ideas. This will be reviewed at the March 5th Town Board meeting.

**12. Miscellaneous Mail and Etc.:**

The County has notified us that May 1, 2013, is set for the Board of Appeal and Equalization from 10:00-11:30 AM.

Thomforde filed the Indebtedness Report with Olmsted Co (we no debt).

Thomforde filed our workers compensation report with MATIT.

Thomforde has filed online the State pay-equity report and posted the required notices.

**13. Road Report:** Wood stated that snow and ice have been the topic and he used a lot of materials. After reviewing with Beyer, he has been going to Stussy/Paulson and getting rock/sand. Ice storms have been a challenge to keep roads passable. Wood indicated that we may have an issue by Catholic Cemetery with the ice on the road. Fahy-Gust presented a

concern from Travis Bruce on 88th Ave and possibly digging this ditch out. Wood will review and stated that Pressnall's pipe might be an issue it is close to full now with ice. We will need to look at this in the spring road review. Freezing and thawing cycle is creating an issue for a number of culverts.

**14. Planning & Zoning Report:**

Fahy-Gust reported on T Mobile which now has a temporary construction permit and tower work has commenced. So far all is going well. She also indicated that concerns over C. Allen's chloride and shed have been resolved and he is paid up. After discussion with the Board, it was decided that Fahy-Gust will do the touch-up painting and we will hire a floor maintenance person for cleaning. Fahy-Gust will look for who might do the cleaning work.

There were 2 permits in January, one split in discussion which has not been completed, and no conditional use permits. The split discussion was over Sanford's property whereby he wished to create an orphan parcel – one with no access. Fahy-Gust denied this split as we have seen a number of issues with the Elk Run splits that happened as a result of foreclosures. They are looking at providing access for the 6 acre parcel from Krause's since he is looking to purchase this parcel. The parcel will not be buildable at this time because of the feedlots in the area as well as the 5 acre remainder for Sanford's falls into the same ¼ ¼ section. The board supported not creating more orphan parcels.

Hervey notified the Chair that Mark Swarthout will be hunting turkeys 3rd week in April on the Town property behind the pit. The Chair coordinates hunting activities when notified.

**15. Adjournment:** Chair Denny Beyer adjourned the meeting at about 8:30 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – ORGANIZED IN 1858  
PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes March 5, 2013**

**1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist and Supervisor Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Planning and Zoning Administrator Ann Fahy-Gust, Road Maintenance Contractor Mike Wood, and Clerk Dale Thomforde.

**2. Set Meeting Agenda and Order:** Hervey made a motion to approve the agenda as printed, seconded by Andrist. The motion carried 3-0.

**3. Public Comments:** Leon Plantz approached the Board to ask permission for the Byron Snow Bears 19th annual grass drags, malt liquor license approval, and the lottery gaming approval. Beyer asked if there were any changes from the previous years and Plantz indicated that everything was the same. The township has never had any negative feedback from the event. Hervey moved to approve the request, seconded by Andrist. Motion carried 3-0. Documents were signed at the meeting and copies made for township records.

### **4. Review Minutes for Approval:**

The February 12, 2013 regular Town Board meeting minutes were reviewed. Hervey moved for approval as printed, seconded by Andrist. Motion carried 3-0.

### ***Old Business***

**5. 125th St Corridor Preservation Project:** Thomforde reported that on February 19th the Pine Island City Council considered the various options presented at the joint City Council / Town Board meeting. Councilman Novak spoke in favor of alignment option C3 because there was a large number of the people in the area that were in favor of that route. Mike Sheehan spoke about the rationale for C2 South over C3. The Council then voted unanimously in favor of the C2 South recommendation. The meeting was not opened for public discussion or Thomforde would have spoken about some areas where he disagrees with the staff evaluation. Thomforde has set up a meeting with Charlie Reiter, Olmsted County planning staff, for Thursday at 10am. They will review some design details with the County and the engineering firm. They will be going to the Olmsted County Board later in the month. The final decision on the route for the official map will be made by the Olmsted County Board.

**6. Town Hall Maintenance:** – Fahy-Gust is getting three quotes on floor cleaning, waxing, and buffing. Beyer reported that Thein Well replaced the pressure tank and this will help with the issues on water flow and the overflow to the sewer tank. Denny Moyer will be asked to replace



the flush mechanism on the urinal. Fahy-Gust will be painting the marred walls this weekend to be ready for the annual meeting.

***Treasurer's report***

**7. Treasurer's report:** Bob Figy reported we received our annual road payment from Olmsted County of \$16,125, deposited electronically. Bob also reported we received the ag-land rent for 2013 from the lessor. Figy presented a written treasurer's report detailing all receipts and debits for February. Figy reported the following account balances for the month ending February 2013:

Planning and Zoning	\$	1,959.95
General / Road and Bridge Account	\$	1,716.42
Money Market Deposit Account (MMDA)	\$	797,054.18

Andrist moved to approve the Treasurer's Report, seconded by Hervey. Motion carried 3-0.

**8 Review and Pay Bills:** Claims were presented to the Board by the Clerk. Beyer moved to pay all bills seconded by Andrist. The Braaten bill was not included in the motion and it will be checked into since we believed we had a credit. Motion carried 3-0.

***New Business***

**9. Annual Town Meeting Recommendations:** The 2012 agenda was reviewed for necessary changes. Thomforde will amend for 2013 and review with Denny before the meeting. The Board requested that there be clarification on which items are "recommendations" to the Town Board and which items are "questions" set by the township residents that the Board must follow.

**10. Budget and Levy Recommendations:** Denny found that we have spent on average \$200,000 annually. The budget for 2013 will be left at \$200,000. We anticipate more income in 2013 with the increase in land rent, hall rentals and the cost of chloride decreasing. The levy has been set at \$135,000 for the road and bridge fund and \$60,000 for the general fund for several years. The recommendation is to reduce the levy to eat some into reserves. The levy recommendation for 2014 is \$50,000 road and bridge and \$30,000 for general for a total \$80,000. This does not include the fire levy, which will be on top of this. The board will also recommend dropping the \$15,000 set aside annually to the reserve for major road projects because there is plenty in this fund. The board will recommend staying with the current papers for legal notices, bank, etc. The will also recommend \$2500 assistance per cemetery and dropping the requirement for application and paperwork. The Board will recommend 50/50 cost sharing for chloride dust control, with a the modification that the chloride amounts for people with corner lots be doubled so that they can cover 300' on two sides for 50/50. Beyer was placed in charge of securing donuts for the annual meeting.

**11. Miscellaneous Mail and Etc.:**

A thank you from Olmsted County 4H Board for the use of the building was received and read. The New Haven 4H club has been alternately cleaning the ditches and cemeteries each year. This year it is time for the cemeteries. Andrist moved the we continue making our \$500 annual donation this year for cleaning the cemeteries, Hervey seconded. Motion carried 3-0.

There is a MAT spring short course in Rochester on March 19. Andrist will be attending.

MN Benefit Group Life Insurance information was received and it was determined that the Board was not interested. If we were it would need authorization from the township at the annual meeting.

There were some Technology Exchange articles one about roundabouts that might be of interest.

**12. Road Report:** Wood has been doing a lot of snow plowing. CapX 2020 has been cutting trees and not treating stumps. With some of these are in our right of way – we should be treating them otherwise there will be a lot of brush to cut. Fahy-Gust has a request from Xcel Energy/CapX 2020 to waive road restrictions on roads before the restrictions are removed. Wood is concerned that the roads will not fare well with heavy traffic that is planned. The township does have a road ordinance. The township may have to travel of severely rutted roads until they are repaired. There was general concern from the board that CapX 2020 might not repair the roads until significantly later in the year giving us a big issue most of the summer. Fahy-Gust was instructed to reply that Board requests a \$250,000 letter of credit at a Rochester, Pine Island, or Zumbrota bank and that Wood and the Town Board Chair be involved in discussions with CapX 2020 before any transit occurs. Hervey moved approval, seconded by Andrist. Motion carried 3-0. Beyer signed the requested paperwork just in case CapX 2020 follows through on the requests.

**13. Planning & Zoning Report:**

Fahy-Gust reported that there was 1 building permit. The Sanford split discussed last month has not gone through. Beyer asked why the access was an issue and Fahy-Gust explained about leaving orphan parcels and compared to what happened with Stock/ Tower splits.

Fahy-Gust asked on behalf of the Corvette Club that their March 24<sup>th</sup> meeting fee be waived. Beyer moved approval, seconded by Andrist. Motion carried 3-0. They were good to work with last year.

**14. Other items before adjournment:**

Al Bruce requested use of the Town Hall April 8<sup>th</sup> at 9:00 AM for the Cemetery Board meeting.

Thomforde reported that the Town Hall will be open this Saturday from 10-noon for absentee voting opportunity.

Beyer stated that the Woodturners club wants to meet at the town hall on some Saturday mornings to teach high school kids. This should be workable, however, we do have a pretty full spring schedule with graduations and weddings. Beyer will direct them to call Fahy-Gust to be sure that they are not planning on a date that has already been taken.

**15. Adjournment:** Chair Denny Beyer adjourned the meeting at about 8:20 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

# *New Haven Township*

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PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Special Town Board Meeting Minutes March 28, 2013**

- 1. Call to Order:** The Pledge of Allegiance was recited and a special meeting of the New Haven Town Board was called to order at about 10:02 AM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist and Supervisor Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Road Maintenance Contractor Mike Wood, and Clerk Dale Thomforde. Planning and Zoning Administrator Ann Fahy-Gust was absent with notice.
- 2. Xcel Energy Waiver Request:** Sarah Schwartz , Land Rights Agent for Xcel Energy, spoke requesting consideration of a temporary waiver of New Haven Township road restriction requirements for construction of the CapX2020 power line. The Xcel proposed agreement puts the burden of any repairs on Xcel and holds the township harmless. A Braun Intertec survey of the roads prior to construction was presented. They have also been retained by Xcel to do another survey after construction is completed so a comparison can be made for any differences. Our township gravel roads are listed in the survey but not pictured. Derek Lau (612-390-8833) is the designated contact person for the construction. He said the concrete trucks will be hauling 5-yard loads which makes them legal for 7-ton roads. They have one drill rig that is legal at 8 ton per axle, which for the most part will be on the power line right-of-way and not on the roads. They are just putting in foundations now and will come back later after road restrictions are off to set the poles and hang the wires. There would be a maximum of 20 concrete trucks per day loaded for a 7-ton road, through the month of April, and then they are moving into Kalmar Township. They do have pictures and videos of all the roads, although they were not in the handout. Their contract does not have a bond, but it makes Xcel responsible. Beyer stated he wanted Mike Wood to do the road repairs, and if the roads start becoming impassable, Mike Wood can cut them off from further construction and shut them down until conditions improve. Sarah Schwartz said Mike Wood can do that according to their proposed agreement. The only thing that they ask is that when they are doing a pour, they be able to finish, which would only be another 4 or 5 trucks. Sarah Schwartz proposed that representatives from the township do a road survey with Derek Lau before the construction gets too far along. Xcel is liable for paying for fixing the roads and Sarah Schwartz has authority to pay up to \$50,000 before it has to go to her supervisor. Hervey made a motion to approve the proposed Xcel agreement along with designating Denney Beyer and Mike Wood to handle as needed and report back at the regular Town Board meetings. A road survey with Beyer, Wood, and Derek Lau was scheduled for Monday. With that, Beyer seconded the motion. The motion carried 3-0.

**3. Bill Befort Waiver Request:** A request has been received for a temporary waiver of road-restriction requirements on 105th Street NW for William Befort for a one-time delivery of building materials tomorrow morning. If they do happen to do road damage, he is willing to pay for repairs. Mike Wood said it wouldn't be a problem and the road will still be frozen. Andrist moved to approve the request, seconded by Hervey. Motion carried 3-0. Denny will give him permission with a gentlemen's agreement for any repairs.

**4. Adjournment:** Chair Denny Beyer adjourned the meeting at about 10:57 AM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

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## **Reorganization Town Board Meeting Minutes April 2, 2013**

- 1. Call to Order:** The Pledge of Allegiance was recited and a special meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist and Supervisor Brian Hervey also present. Also in attendance were Treasurer Bob Figy and Clerk Dale Thomforde. Planning and Zoning Administrator Ann Fahy-Gust was absent with notice.
- 2. OCAT Annual Banquet:** The Olmsted County Association of Townships (OCAT) 2013 annual banquet is April 6th in Dover. No New Haven Township Officials are planning to attend and thus the Board decided not to contribute to the door prizes.
- 3. MAT Spring Short Course:** Mary Andrist updated the Board on information picked up at the MAT Spring Short Course. Lawsuits are on the rise. Regarding common law conflicts of interest, they said that if you rent your hall out, be sure that all supervisors pay full price. They urged township to have their road rock inspected. The data practices act doesn't affect townships yet, but they are thinking it might in the future.
- 4. On-line Financial Report:** Mary brought information from Milton Township, where they put all their financial reports on-line back to October 2007. Mary thought it is nice for people to be able to go online to view and it is good for open government. Brian Hervey said he wants people to come to the meetings. Most thought having the 4-page annual summary might be a good idea since it was given out at the annual meeting. Because Ann was absent, it was decided to table any action until the next meeting to solicit her input before making a final decision. Andrist made a motion to table and action, Hervey seconded. The motion carried 3-0.
- 5. Reorganization:**
  - Select new Town Board Chair* – Mary nominated Brian Hervey. Brian thanked Mary for her support but passed on the nomination since he is out of town so much and didn't think he could do the position justice. Hervey said Denny Beyer is doing a good job and he would nominate Beyer. Andrist seconded. The motion carried 3-0.
  - Select new Town Board Vice Chair* – Beyer nominated Mary Andrist. Hervey seconded. The motion carried 3-0.
  - Select Rural Fire Board representative* – Andrist nominated Hervey, with Beyer as backup. Beyer seconded. The motion carried 3-0.
  - Adopt regular meeting schedule and alternate dates* – Beyer made motion that the regular Town Board monthly meeting dates continue to be the second Tuesday of the month, with the backup date being the third Tuesday if there is a conflict. Andrist seconded. The motion carried 3-0.

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*Consider recommendations from Annual Town Meeting* – The electors made recommendations for the following at the Annual Town Meeting on March 12, 2013:

- Cemetery contributions for 2013
- 4-H project and contribution for 2013
- Gopher bounties
- Set compensation for Township Officers
- Designate an official newspaper
- Designate notice posting locations
- Designate official bank as the town depository
- Chloride cost sharing for 2013
- Fire permit fee for 2013

Andrist made a motion to adopt the recommendations of the Annual Town meeting electors for the above items. Hervey seconded. The motion carried 3-0.

Andrist made a motion continue the current Township Officer compensation at the current rates as set forth in the resolution that was made last October (Resolution 2012-15). Hervey seconded. The motion carried 3-0.

*Set Planning and Zoning Administrator compensation for 2013* – Denny said the Administrator is doing a good job. Andrist made a motion to keep the P&Z Administrator wages the same. Hervey seconded. The motion carried 3-0.

*Designate supervisor to fill duties/positions created by the Town Board* – Andrist nominated Beyer to be the road authority and building maintenance authority to handle issues coming up between meetings. Hervey seconded. The motion carried 3-0.

**6. Adjournment:** Chair Denny Beyer adjourned the meeting at about 7:25 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

# *New Haven Township*

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PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@PITEL.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes April 9, 2013**

- 1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist and Supervisor Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Planning and Zoning Administrator Ann Fahy-Gust, Road Maintenance Contractor Mike Wood, and Clerk Dale Thomforde.
- 2. Set Meeting Agenda and Order:** Beyer requested additions to the minutes for discussion on setting a road inspection date and adding a lock to one of the kitchen cabinets. Beyer moved to set the agenda as amended, seconded by Hervey. The motion carried 3-0.
- 3. Comments from the Chair and Public:** none
- 4. Consent agenda for Approval:** The consent agenda comprised approval of the minutes for the March 5th Town Board meeting, the March 12th Annual Town meeting, the March 28th Special Town Board meeting – CapX 2020, and the April 2nd Reorganization Town Board meeting. Andrist moved for approval, seconded by Hervey. Motion carried 3-0.

### *Old Business*

- 5. On-line financial reporting:** This was tabled from April 2nd meeting since Fahy-Gust was absent. Andrist proposed putting the summary annual financial statement on the website. Thomforde presented the proposed format similar to financial report presented at the Annual Town Meeting. Andrist moved for approval, and Hervey seconded. Motion carried 3-0.
- 6. 125th Street Corridor Preservation Project:** There will be an Olmsted County Board public hearing on April 23<sup>rd</sup>. Olmsted County will be sending notification postcards to residents and land owners within the ½ mile zone of all activity proposed on the corridor. Thomforde will offer to present comments for those that are not able to attend. Thomforde also noted that he talked with the DNR and they prefer culverts under roadways as opposed to bridges over them for the trail due to the maintenance costs and longevity. The culvert needs to be 14 feet tall and 16 feet wide, with lighting if it is over about 100 feet long.

### **7. Town Hall issues:**

- a.** Beyer reported on a meeting with Mark Loomis from Gopher Septic who repeated his concern that the alarm is situated in the incorrect holding tank. The concern is over a long cold spell the tank line could freeze which would cause major problems. Moving the alarm to the second tank will alleviate this concern. The cost to move the alarm would be \$125, plus electrician costs. The Board determined that this should be done. Beyer to follow up.

- b.** Cleaning – Fahy-Gust reported that none of cleaners she contacted wanted to come to the Town Hall to clean and polish the floors on a one time only basis. The Board gave some



other suggestions for contacts. Fahy-Gust to follow up.

c. Some lights need to be fixed and a lock needs to be on the cabinet as we are losing coffee and cups to parties that don't bring their own. Dennis Moyer to work on lights and Paul Gustine to affix a lock to a cabinet in the kitchen. Beyer to follow up.

d. Surplus property is of concern – we have too many chairs and some are not in good condition. The big old copier machine can go since toner cartridges are no longer available so it should go to recycling. We also have an antique ballot box made by Mary Andrist's great-grandfather. Mary checked into what we could do with it and it could be donated to a historical society. After discussion where it might be of best value, it was determined to leave it here on display. Denny said we have too many chairs and many have missing pads on their feet. We should get rid of the surplus chairs. Fahy-Gust and Beyer will sort through and eliminate those in excess and in poor repair and will check into buying some more comfortable chairs.

***Treasurer's report***

**8. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for February. Figy reported the following account bank balances for the month ending March 2013:

Planning and Zoning	\$9,054.20
General / Road and Bridge Account	\$6,456.21
Money Market Deposit Account (MMDA)	\$756,286.68

The main income was the check for land rent. Also, we paid the 2013 fire department bill. Andrist moved to approve the treasurer's report, seconded by Hervey. Motion carried 3-0.

**9. Review and Pay Bills:** Claims were presented to the Board by the Clerk. Thomforde explained the difference in the Braaten bill which did not account for the extra rock Wood purchased for sanding. We were in credit standing and so they didn't send an invoice. However, when we paid the bill for the 2013 rock crushing, we deducted the credit, but didn't know that some was used for the extra rock. This left a \$204 balance after Braaten received our payment. Andrist moved to pay all bills, seconded by Hervey. Motion carried 3-0.

***New Business***

**10. Presnall culvert:** Richard Presnall has concerns for his driveway because of the spring that runs along his property and in winter causes significant ice damming in the driveway culvert. Wood commented that a wider drive would be nice because he does use it as a turnaround. After some discussion, it was decided to review this during the upcoming road inspection.

**11. Board of Appeals and Equalization:** This will be held May 1 at 10 AM. Law requires that we publish a notification in the paper. Agricultural land is set to increase 35% in 2014 so there might be some questions. Andrist is trained and certified. Hervey and Beyer still have one year left on their certification.

**12. Miscellaneous Mail and Etc.:**

A letter was received from Vince Fangman stating he did not wish his name be associated with any 125<sup>th</sup> corridor routing preferences in the future.

There is a Pine Island Community Planning Team (CPT) on the evening of April 10th. Since Thomforde cannot attend this one, Hervey will fill in the for Township.

A road-tax payment was received electronically in February from the county, but we did not receive the usual road mileage and population statement for each township. Thomforde requested a copy and has receive it. He noted that we have 32.03 miles of road and a population of 1187. The County finance department said they will send out this information from now on.

All March election-results items have been submitted to the County.

MAT has requested updates to their mailing list information with signatures of all current officers to allow them to receive the MAT newsletter.

FEMA will hold a public meeting April 17th for updating the flood zones and regulatory reporting requirements. Fahy-Gust and Andrist will attend.

**13. Road Report:** Spring road inspection is scheduled for May 11th, beginning at 9 AM. Thomforde will post this on the door. Wood has bladed some of the worst roads and jetted out some culverts to keep water in the ditches and prevent road damage. Areas to look at on inspection include: 117<sup>th</sup> St and Center St, some culverts that are filling with debris. Wood had to close Genoa Road due to flooding. He had to use cones since we have no barricades. We can purchase 8' barricades for \$202 each and barrels for \$65 each. Beyer recommended getting a trailer with barricades and barrels, and the trailer can be parked ready to go when we need to close roads. This would improve township safety in emergencies. Beyer made a motion to authorize spending up to \$3000 for this equipment, seconded by Andrist. Motion carried 3-0.

**14. Planning & Zoning Report:**

Fahy-Gust reported that there were 2 new home building permits. After a lot of work, the Sanford split finally went through, with an access easement.

Andrist brought up that some Board of Adjustment appointees are probably due. This can be addressed at the next monthly meeting.

Notice of CR31 road closure was received, and will be placed on website.

**15. Adjournment:** Chair Denny Beyer adjourned the meeting at about 8:25 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

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## **Board of Appeal and Equalization for New Haven Township Meeting Minutes – May 1, 2013**

**1. Call to Order:** A Board of Appeal and Equalization for New Haven Township was convened at about 10:02 AM by Chair Denny Beyer. The purpose of the meeting was to address assessed valuation appeals for taxes payable in 2014. Quorum requirements were met with Supervisor Beyer and Supervisor Andrist present. Supervisor Brian Hervey was absent with notice. Supervisor Beyer and Supervisor Andrist each are training certified. In attendance from Olmsted County Assessor's Office were Julie Hackman – Assistant Director, and Ryan Kraft – Appraiser. Clerk Dale Thomforde took a record of the minutes.

### **2. Appeals:**

Kermit Christenson (11812 New Haven Rd NW) appealed the assessed valuation of the lot with his home which will now have CapX2020 power poles and lines on it. Ryan Kraft said the county doesn't have before-and-after sales to show devaluation of property value due to power poles, and can not reduce the assessed values until they do. Beyer moved to lower the assessed value by \$25,000, seconded by Andrist. The motion carried 2-0.

Kermit Christenson appealed the assessed valuation of a 20 acre parcel that is partially wooded and floods regularly. The valuation went up due to the price increases for the ag land. Andrist moved to leave the assessed value as is, seconded by Beyer. The motion carried 2-0.

Kermit Christenson appealed the assessed valuation of a 5 acre parcel and a 2.93 acre parcel which now will have CapX2020 power poles and lines on it. Because of the pole lines, Ryan Kraft recommended lowering the assessed value to the ag value. Andrist moved to lower the assessed value on the two parcels as recommended, seconded by Beyer. The motion carried 2-0.

Kermit Christenson appealed the assessed valuation of a 80.6 acre ag land parcel. The valuation went up due to the price increases for the ag land. Beyer moved to leave the assessed value as is, seconded by Andrist. The motion carried 2-0.

Elmer Stock (12706 County 31 RD NW) requested Tower's name be taken off parcels that were foreclosed. Some of the acres in the parcels are still Tower's. Ryan Kraft told Mr. Stock that he would have to get a split, survey, and deed before the county can change the names on the parcels.

Greg Redmond (802 Sierra LN, Rochester, MN) appealed the assessed valuation of a 108 acre parcel. The 108 acre parcel was purchased in June 2012 and is under a CRP contract that could be bought out for \$30,000. It was on the market for 396 days. There are about 50 acres in CRP

and 50 acres in woods. The valuation is based on using it for building sites. Beyer moved to leave the assessed value as is, seconded by Andrist. The motion carried 2-0.

Jay Burke (4201 Manorview Dr NW, Rochester, MN) appealed the assessed valuation of a 40 acre parcel and a 10 acre parcel along 75th Ave. The 10 acre parcel is non-buildable by stipulation. It is a wetland area he wanted to protect. Both parcels will have CapX2020 power poles and lines on and over them. Ryan Kraft could go with lowering the value on the 10 acre parcel to hunting ground value of \$3,500 per acre. Beyer moved to lower the assessed value to \$3,500 per acre, seconded by Andrist. The motion carried 2-0. The assessed value on the 40 acre parcel was not changed.

**3. Adjournment:** Andrist moved to adjourn, seconded by Beyer, at about 11:02 AM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

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## **Minutes for Monthly Town Board Meeting May 14 and Spring Road Inspection May 18, 2013**

**1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:01 PM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist and Supervisor Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Planning and Zoning Administrator Ann Fahy-Gust, Road Maintenance Contractor Mike Wood, and Clerk Dale Thomforde.

**2. Set Meeting Agenda and Order:** Denny Beyer moved agenda, seconded by Brian Hervey. The motion carried 3-0.

**3. Comments from the Chair:** We have a new mail box because the old one got hit. Beyer straightened out the old one and can be used as a drop box. It is located near the office door.

**4. Public Comments:** none

**5. Consent agenda for Approval:**

The April 9, 2013 minutes were moved for approval by Hervey, seconded by Mary Andrist. Motion carried 3-0.

The Board of Appeal Meeting minutes were moved for approval by Andrist, seconded by Beyer. Motion carried 2-0.

***Old Business***

**6. 125<sup>th</sup> Corridor Preservation:** The Olmsted County Board of Commissioners held a public hearing on April 23<sup>rd</sup>. A number of New Haven residents were present to voice opinions. Beyer and Thomforde attended as did Rod Steele from Pine Island. Pine Island continues to favor alignment option C2 South. Jeff Hanson was present and stated that he was planning a refurbishment but will not do that now, instead he will look to purchase elsewhere and the County will have to purchase his home. The County Board voted 4-2 in favor of alignment option C2 South, with Ohly and Bier voting for alignment option C3. Next step is to do the environmental impact studies and creation of an official map. The plan is to get it laid out so that if funding comes along they will be ready to proceed.

**7. Town Hall issues:**

**a.** Cleaning – Arnolds and Service Master will be in to give quotes. Beyer will meet with them.

**b.** Chairs – carry to June meeting – Beyer to check with county to see where they got their chair in their new conference room.

c. We have some snow damage to gutters on the south side of the Town Hall. Thomforde check with MATIT on insurance. Beyer will contact some people for quotes.

### *Treasurer's report*

**8. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for April. The check for the Sanford split cleared the second time it was run through. The bank charged us \$4 for the bounced check. Hervey motioned we wave charging back the fee since it would cost more than we would gain. Beyer seconded. Figy reported the following account balances for the month ending April 2013:

Planning and Zoning	\$8,253.61
General / Road and Bridge Account	\$10,093.97
Money Market Deposit Account (MMDA)	\$734,530.50

Beyer moved to accept the Treasurer's Report, seconded by Andrist. Motion carried 3-0.

**9. Review and Pay Bills:** Claims were presented to the Board by the Clerk. ATT charges for long distance should have been cancelled long ago but were not. Thomforde will contact the phone company. Thomforde contacted PI Telephone and Peoples Coop to take off sales tax. Absolute Pest Control will also be asked to remove sales tax and reminded to call Beyer to get in to do the inside work. Andrist moved to pay all bills seconded by Hervey. Motion carried 3-0.

### *New Business*

**10. FEMA update:** Mary Andrist and Ann Fahy-Gust attended the meeting. There are updated maps coming but they will be online. Fahy-Gust has all the information and a flash drive with details. The township must accept the map in order to receive FEMA restitution in the event of a flood. Residents in flood plain must carry flood insurance to receive FEMA assistance.

**11. ROCOG:** Andrist and Fahy-Gust attended the information meeting for the Township. This one was for long range 2040 planning for all main road transit near Rochester. Based on the census the growth is to the south and west of Rochester so work will be evaluated in those directions. There will be a June meeting on bike and pedestrian trails and inner-city transit.

**12. Spring Road Inspection:** Will be held May 18 beginning at 9:00 AM. It was rescheduled because the Clerk inadvertently forgot to post the notice of the meeting.

**13. Chloride:** This will possibly be the first week in June. Beyer will contact County and let Fahy-Gust know so that post cards can be sent to those that want it as well as updating the phone message and website.

### **14. Miscellaneous Mail and Etc.:**

Property tax statement received shows doubling in assessed value for the taxes in 2014. Valuation is about \$5500/acre. The property was reassessed to catch up with the current values.

State certified that we are in compliance with our pay equity report.

There will be legal seminar September 21 at the Town Hall by Couri and Ruppe.

OCAT meeting will be May 23 at 7:30pm – we will advertise seminar at the meeting.

Thomforde have received a copy of the agreement and DVD video from Xcel Energy.

**15. Road Report:** Mike Wood reported that for the first time in his time here he plowed snow in May. Road inspection will reveal what needs to be done over the summer. The trailer and some supplies have been purchased for the emergency road events. We got the trailer licensed without having to pay sales tax. Wood will look at what signs are required so we are covered in a variety of events.

**16. Planning & Zoning Report:**

There was one permit for a new house and one for a garage. There is a lot of building going on. No Conditional Use Permit (CUP) applications, variance or split applications have been received this month.

Fahy-Gust completed the annual CUP review. Lonneman was given another year to get her garden plots going. Fahy-Gust requested that on the road inspection the team look for rabbits at the Novey place. If he is selling rabbits he will need a CUP for conducting a business from their home.

**17. Recess:** Chair Beyer recessed the meeting at about 8:00 PM to reconvene on Saturday May 18 at 9 AM for the road inspection.

**18. Reconvene:** Chair Beyer reconvened the meeting at about 9:05 AM on May 18, 2013, for the purpose of conducting the spring road inspection. That following items were observed during the inspection, with the final determination of actions to be taken at a future regular Town Board meeting.

1. South end of 69th Ave – ditch on west side silting in.
2. North end of 69th Ave – consider putting in a bus-turn-around cul-de-sac.
3. 68th Ave off 120th St – missing stop/yield sign and street signs.
4. New Haven Road – narrow up road on the E-W and N-S section along Section 10.
5. New Haven Road – consider if culvert is needed on Vandewalker driveway.
6. 85th Ave – spot rock.
7. 88th Ave – clear brush and clean out ditch on east side from Pressnall's to road end.
8. 88th Ave – no clear solution to Pressnall's driveway flooding problem.
9. Plum Creed Rd – consider culvert for Dave Johnson's drive or under road.
10. 105th St –ditch on N side Section 17 to narrow road.
11. 105th St – ditch on S side section 19 planted, add RW signs

12. 105th St and 110th Ave – add RW signs where needed when RW is being farmed.
13. 110th Ave – remove guard rail that is no longer needed.
14. 110th Ave – replace culvert near guard rail.
15. 110th Ave – clean out ditch south from guard rail – standing water.
16. 85th St – clean out ditch on north side Section 29 near Frost’s and Co Rd 105.
17. 85th St – clean out ditch on south side Section 33 near Fuch’s.
18. General - clean up downed trees in the right-of-way left over from the last snow event.
19. 85th St – water standing in ditch on north side Section 27.
20. 85th St – clean out Tulledge and Miller driveway culverts.
21. 85th St – add rap-rip along bank where washing out close to road.
22. 75th Ave – clean out W side ditch near Wendell Zwart.

**19. Adjournment:** Chair Denny Beyer adjourned the meeting at about 1:30 PM after returning to the Town Hall, with a total of about 51 miles.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township



# *New Haven Township*

OLMSTED COUNTY, MINNESOTA — ORGANIZED IN 1858  
PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes June 11, 2013**

- 1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist and Supervisor Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Planning and Zoning Administrator Ann Fahy-Gust, Road Maintenance Contractor Mike Wood, and Clerk Dale Thomforde.
- 2. Set Meeting Agenda and Order:** Beyer requested an addition to the minutes for Mike Bromberg to speak on Emergency Management Services and to be placed at the head of old business on the agenda. Beyer moved to approve amended agenda, seconded by Hervey. The motion carried 3-0.
- 3. Comments from the Chair:** none
- 4. Public Comments:** none
- 5. Minutes for Approval:** Hervey moved for approval of the written minutes for the May 14th Monthly Town Board Meeting, reconvened May 18th for the Spring Road Inspection. The motion was seconded by Andrist. Motion carried 3-0.
- 6. Emergency Management Services:** Mike Bromberg handed out new emergency services booklets and offered to do a tour for the Board of the new facility at the 1421 Building Extension Office. The booklets give guidance as to what is required from the township officials during an emergency and what the emergency services personnel will do. He requested that if there is a disaster, even a small one, please report it to the Emergency Services folks because in this day and age of social media, the county board and press frequently know before they do and this creates undue pressure and rumors and notify public officials as needed. They would like to know so they are dealing with the issues factually. Beyer questioned the Township officials ability to move through their area during a disaster to do necessary assessments. Last flood he was not able to be in the township because he wasn't allowed out of Douglas. There was no mechanism to identify him as a person that needed to be out and about. Bromberg stated that after Day 1 there a process of getting officials some ID to be able to get out to observe the damage. Beyer felt that this would be insufficient in emergency situations when the emergency services team was stretched. Bromberg stated at this time there is not a plan for ID in advance of the emergency because people on boards change a lot.

### ***Old Business***

- 7. Cleaning and Miscellaneous Repairs:** There were 2 quotes received from ServiceMaster and Arnolds Supply. Arnolds is lower. Andrist moved approval to accept Arnolds Supply to do

the work including cleaning the carpets and windows, seconded by Hervey. Beyer reminded them that the chairs and tables would need to be moved for this to be done. Fahy-Gust also voiced a concern that we plan it when the hall isn't rented. Discussion on what to do with the chairs and tables that mark the floor was held and Andrist amended original motion to include taking chairs to online auction. Hervey seconded and the motion carried 3-0.

**8. New Tables & Chairs:** Thomforde located a new chair which was tried out and approved. It was agreed that the long white tables will be used from now on. The hall requires about 50 chairs and 15 tables. Andrist moved to approve expenditure for 50 chairs and 5 tables. Seconded by Hervey. Motion carried 3-0. The old chairs and tables will be sold at auction.

**9. Snow Damage to Gutters:** Two quotes were received to repair the gutter damage, one from Clark's Seamless Gutters for \$960, and one from Schoeppner/Lambert Commercial Construction for \$3,940. The Clark quote was lower and would also add extra brackets on each rib to the gutter. There is a \$250 deductible for MAT insurance which would be the limit of the township expenditure. Thomforde will present the quotes to the insurance company for pre-approval and report in July.

**10. Rock and Chloride:** Expectation is that they will start chloride for the county on June 17<sup>th</sup>. Rock will get on the road beforehand. No rock has been applied yet. They are crushing rock in the pit. The weather has created significant delays with both rock and chloride.

**11. Spring Road Inspection Review:** Andrist measured the bridge at Devil's Kitchen and it is 26.7' but could be 28' to the edge. It is on a report for bridge replacement which means we can get the county to assist in funding. However, there is really nothing wrong with the bridge (it has a 98.0 sufficiency rating) and a replacement can be delayed. There were items discussed that were previously placed on the fall inspection list and approved at that time. Wood will start with these projects. Thomforde will discuss the driveway situation of water over the road with Dave Johnson on Plum Creek to see what he is willing to do. Hervey will talk to Mike Brogan about their driveway issues. Wood can start cleaning out culverts and ditches to prevent road washouts. Beyer noted that the Crow's Nest road will need to be placed on the agenda for next meeting to discuss elimination of the road. Thomforde will research the process for this. Hervey moved going ahead with cleaning out culverts and Andrist seconded. Motion carried 3-0.

#### *Treasurer's report*

**12. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for the month of May. Figy reported the following month-ending account balances:

Planning and Zoning (P&Z)	\$10,213.11
General / Road and Bridge Account	\$6,117.26
Money Market Deposit Account (MMDA)	\$729,556.65

Main income was the chloride payments which went to MMDA. Figy proposed moving some P&Z funds to MMDA since it is not needed there and will earn a little more interest in MMDA. Hervey moved to accept the Treasurer's Report, seconded by Andrist. Motion carried 3-0.

**13. Review and Pay Bills:** Claims were presented to the Board by the Clerk. Hervey moved to pay all bills and seconded by Andrist. Motion carried 3-0.

#### *New Business*

**14. New Haven Board of Adjustment Appointments:** Fahy-Gust to check on who is up for renewal and report at next meeting.

#### **15. Miscellaneous Mail and Etc.:**

A quote letter was received from Olmsted County for a backup should something happen that Wood cannot do the work. Beyer moved to accept, seconded by Andrist. The motion carried 3-0.

The summer short course information on June 20th was passed out. Andrist and Thomforde plan to attend.

There is a county rabies clinic on June 12th and the information is posted on the door and website.

Thomforde shared the Community Planning Team notes. Nobody is currently attending the meetings representing New Haven Township.

Township Cooperative Planning Association (TCPA) sent information that was shared, however we do not participate in TCPA as we do our own planning and zoning. New Haven is a non-voting honorary member of this association. There is some concern of members for the charges they charge.

Notice of Bankruptcy was received regarding Highway Technology Inc. We have rented signs from them in the past but this should not be a concern of ours.

**16. Road Report:** Wood and Beyer, Andrist, or Thomforde will ride with the chloride trucks. Fahy-Gust will have a complete list of those requesting chloride. Beyer will talk to county about re-rocking 120<sup>th</sup> St. (campground road) because of the extreme road traffic with the re-routing from CR31. Issues with XCEL energy and following the truck route – Beyer will investigate. Beyer will follow up on 117<sup>th</sup> St. and getting more rock because of the truck traffic, and 125<sup>th</sup> St. as well. The ditches are also badly rutted. In addition someone has emptied cement at the end of the trail by 90<sup>th</sup> St./75<sup>th</sup> St. – this is a safety issue with balding and is illegal. Suspect that it is DNR work on the new bike bridge. Beyer will follow up on this as well.

#### **17. Planning & Zoning Report:**

Fahy-Gust reported that there was 1 new home building permit.

Zemke had lot line adjustment that crosses the section line, it is about 0.15 acre. Fahy-Gust chose not to file a split but rather handle as lot line adjustment letter that must have permanent conveyance with the adjacent property. She discussed a permanent easement as the better solution, but the buyer and seller did not have good experience with easements.

Fuchs split proposed in 2006 has not been completed and there is a buyer wanting information. Legally we could request a plat of the proposed development, however, the very least is that it be completed and split so that purchasers know where the property is. Fahy-Gust to follow up with realtor.

**18. Adjournment:** Chair Denny Beyer adjourned the meeting at about 8:40 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA — ORGANIZED IN 1858  
PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes July 9, 2013**

- 1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist and Supervisor Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Planning and Zoning Administrator Ann Fahy-Gust, Road Maintenance Contractor Mike Wood, and Clerk Dale Thomforde.
  - 2. Set Meeting Agenda and Order:** Hervey moved to approve the agenda as written, seconded by Andrist. The motion carried 3-0.
  - 3. Comments from the Chair:** Beyer commented road chloride was done smoothly and quickly. They started at about 6:45 AM and ended by 12:45 PM. No one has heard any complaints.
  - 4. Public Comments:** none
  - 5. Minutes for Approval:** Andrist moved for approval of the written minutes for the June 11th Monthly Town Board Meeting. The motion was seconded by Hervey. Motion carried 3-0.
- Old Business*
- 6. Rock and Chloride:** Has been completed.
  - 7. Cleaning and Miscellaneous Repairs:** Floors will be cleaned tomorrow. Tables and chairs have been moved out. We received the insurance for the gutter repair after receiving the two quotes. Clark's Seamless Gutter has been called and should start work soon.
  - 8. New Tables & Chairs:** New tables for the voting booths and for the Administrator have been purchased. The remainder (49 more chairs, and 10 tables) will be purchased after the floor cleaning.
  - 9. Board of Adjustment Members:** Dave O'Brien serving year 1 of 3; Bob Lindahl serving year 1 of 2; Craig Koop serving year 1 of 2; Roy Hawley up for renewal 3 year; Allan Prestegard up for renewal 3 year. Andrist moved to re-appoint Hawley and Prestegard, seconded by Hervey, motion carried 3-0.
  - 10. Planning Advisory Commission Members:** Jim Tewalt serving year 1 of 2; Allan Prestegard serving year 1 of 2; Leon Plantz serving year 2 of 3; Butch Owens serving year 1 of 3; Bob Lindahl up for renew 2 year. Andrist moved to re-appoint Bob Lindahl, seconded by Hervey, motion carried 3-0.

*Treasurer's report*

**11. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for the month of June. Figy reported the following month-ending account balances:

Planning and Zoning (P&Z)	\$6,901.86
General / Road and Bridge Account	\$6,383.85
Money Market Deposit Account (MMDA)	\$731,861.51

Received tax disbursement from Olmsted County in the amount of \$113,908.88 which will show on the July statement. The rock royalty payment will also be on the July statement. Hervey moved to accept the Treasurer's Report, seconded by Andrist. Motion carried 3-0.

*New Business*

**12. Temporary Conditional Use and Construction Permit:** Fahy-Gust presented a request from Elmer Stock (12706 Co Rd 31) to have a temporary gravel pit across the road from the current pit. The concern is that the material might run out before the frontage road construction that Hoffman Construction is doing is complete. The temporary pit directly across the road would have the same restrictions as the current pit with the exception that by October 31, 2013, the pit is to be returned to current use by Hoffman construction. All parties were in agreement that this will best serve the township and the residents. Beyer moved to approve and seconded by Andrist. Motion carried 3-0. The temporary permit was signed and copies given to Elmer Stock and Hoffman Construction.

**13. New Haven Road Culvert:** James Vandewalker (13215 New Haven Rd) approached the board regarding concerns on the culvert for his driveway. The existing pipe is deeper than the surrounding land and is plugged. This year there was a problem with it washing out because of the new drive that Fangman put in just up the road which causes the water to run towards his drive which in the past it ran the opposite direction. The Board discussed splitting the costs since this is impacting the township road as well. Vandewalker will pay for the culvert and the aprons and Wood will do the work to put it in place. Vandewalker agreed with that plan. Hervey moved approval of this plan seconded by Andrist. Motion carried 3-0.

**14. Riverside Sand and Gravel:** Diane Zimmerman was present to request clarification on the hours of operation and depth of the allowed dig for the gravel pit abutting her property. The hours default to sunrise to sunset if they are not in the permit. The depth is determined by the MPCA and depends on wells in the area and potential disruption to the water table.

**15. Plum Creek Road:** Ron Bolinger (9710 Plum Creek Rd) approached the Board regarding the old culvert on the private section of Plum Creek Road and the concern that it is threatening the integrity of the road. He would like to see this become a township road again and asked how to go about doing this. Beyer noted that it was vacated in the past perhaps in the 70's and if it were returned to the township it would need to be brought up to current standard in terms of

bedrock and width. This would require a survey and agreements from all affected landowners. Part of the issue is that the pipe towards Weichert's is plugged and the ditch there is filled with trees. If these were cleaned it is likely that the problem would correct itself. It seems likely that the higher pipe where the road becomes private has also failed. The next step would be to get agreement from landowners on what they would like to see done and discuss this with the Board.

**16. Review and Pay Bills:** Claims were presented to the Board by the Clerk. Andrist moved to pay all bills seconded by Hervey. Motion carried 3-0.

**17. Lions Tractor Parade:** Beyer said the tractor parade would like to use the town hall for parking and rest stop on Sunday morning the August 18th.

**18. Theft of road rock:** While rocking 117<sup>th</sup> Wood noted that road rock disappeared and reappeared on Eric Jacobsen's road. Fahy-Gust to send a bill for the rock at \$12.80/yd. for the 3 yards missing. The alternative is to call the sheriff and the Board would like the opportunity for Jacobsen to make it right.

**19. Crow's Nest road vacation discussion:** The Crow's Nest road is a dangerous road for maintaining. Often Mike Wood cannot go up the road to plow for fear he will slip off the road and down the hill. To vacate the road we will need agreement of 8 residents in a 3 mile radius and the affected landowners. LaMoyne Bruce is unlikely to agree. We will continue discussion later.

**20. Keller pit:** Black dirt should be returned that was removed by Braaten Company. We need into check this.

**21. Summer MAT Course:** Andrist attended the supervisor classes. A bridge inspection one covered how the bridges are inspected and assigned maintenance ratings. Thomforde attended the clerk classes. He raised a concern that CTAS (Small City and Town Accounting System) is being updated, the licenses are \$300, however, if not enough townships pay the state will not do the update. The records retention was also covered – at the moment we have to keep everything, but we can get a waiver from the Minnesota Historical Society to keep things only 6-10 years. We will investigate. Payroll information was covered as well with all the issues. Our accountant is worth the money to stay up with the state and federal rule changes.

**22. Miscellaneous Mail and Etc.:**

The mail included a thank-you from Center Grove, a letter from the state with population estimates for the township which is sequestered until July 15<sup>th</sup>, notice of the upcoming OCAT (Olmsted County Association of Townships) meeting July 25<sup>th</sup> which will be at Farmington Township Hall, and a notice of the annual equipment expo if anyone wants to attend.

**23. Road Report:** Wood reported that he completed the rock and might have gone over by about 100 yds. He is getting pipes and aprons lined up to work do the work that was on the list (117th St). He noted that People's Coop did not request a permit to work in the right of way and

as a result cut the tile line on New Haven Road on Dunkle's Hill. This will need to be fixed. Fahy-Gust will send a letter explaining the ordinance and requesting they follow it in the future. Ditch on 69th Ave, near 91st St and Kundert's, is filling in and the road is caving in at the culvert. This needs to be moved up on the priority list. The road isn't marked well since there are no governing traffic signs and traffic in the area is up. Beyer thinks we should straighten the road to prevent continuing issues. Fahy-Gust to work with county to determine where the road right of way is. Andrist requested a cost estimate to do this work. This will be discussed further in August when we have more information.

**24. Planning & Zoning Report:**

Fahy-Gust reported that there 2 new building permit applications. No variances. No other conditional use permit applications other than the temporary one issued.

Fahy-Gust met with the realtor on Fuchs' split which was never completed. They have a survey, but not a split. This continues to be a 120-acre parcel until the split is completed and paid for.

Fahy-Gust attended the Rochester-Olmsted Council of Governments (ROCOG) meeting on Bus and Bike Transportation. She requested to have more interaction with the ROCOG group as plans go into place.

The Energy Assistance Program has changed from the County to Three Rivers to manage. A notice is posted on the door.

**18. Adjournment:** Chair Denny Beyer adjourned the meeting at about 8:30 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township



# *New Haven Township*

OLMSTED COUNTY, MINNESOTA — ORGANIZED IN 1858  
PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes August 13, 2013**

- 1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisors Mary Andrist and Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Road Maintenance Contractor Mike Wood, and Clerk Dale Thomforde. Planning and Zoning Administrator Ann Fahy-Gust was absent with notice.
- 2. Set Meeting Agenda and Order:** Hervey moved to approve the agenda as written, seconded by Andrist. The motion carried 3-0.
- 3. Comments from the Chair:** Beyer commented he liked the new chairs, tables and shiny floors.
- 4. Public Comments:** none
- 5. Minutes for Approval:** Hervey brought up that in the written minutes for the July 9th Monthly Town Board Meeting a sentence under “13. New Haven Road Culvert” appears incomplete. It should read “Vandewalker agrees with that plan.” Under “20. Keller Pit”, the sentence should read “Black dirt should be returned that was removed by Braaten Company.” The Clerk should contact Braaten Construction to see what their plan is for returning the black dirt and to see if a representative can attend a Town Board meeting to discuss the thistle problem. Hervey moved for approval of the written minutes, as amended. The motion was seconded by Andrist. Motion carried 3-0.

### ***Old Business***

- 6. 91st St / 69th Ave Intersection Modification:** The culverts at the intersection are failing and need to be replaced. Discussion was if the intersection should be made into a T-intersection instead of a Y-intersection. Gary Kittleson (9214 69th Ave) was present and said there are 4 homes on 69th Ave, including the two new homes. Mr. Kittleson prefers a Y-intersection, the way it is now, over a T-intersection coming down a hill. Pulling a trailer, it is nice to have the momentum to get up the hill on 69th Ave. Coming down the hill to a T-intersection will result in some cars going into the ditch. Mr. Kittleson would prefer a yield sign on 69th Ave to control the intersection over a stop sign due to the low volume of traffic. He said it is less than 10 times in the last seven years where he has met someone at that intersection. He urged the board to keep the it a Y-intersection with a yield sign on 69th Ave. Beyer had the County Engineer take a look at the intersection. The ditch west of 69th Ave needs to be cleaned out and the brush needs to be trimmed back either way. Andrist made a motion to leave it as a Y-intersection, clean the ditch and brush, replace the culvert, and to put up yield and yield ahead signs; seconded by Hervey. Motion carried 3-0.

**7. Cleaning and Miscellaneous Repairs:** The refinished floors look great. Beyer said we need to get Denny Moyer back to replace some light ballasts. Replacement of chairs and tables has been completed. The old chairs and tables were auctioned off for about \$180. Clark's Seamless Gutter has been called to fix the snow damaged gutters but we haven't heard back from them yet. Our insurance has paid all but the \$250 deductible for the repairs.

***Treasurer's report***

**8. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for the month of July. Figy reported the following month-ending account balances:

Planning and Zoning (P&Z)	\$5,454.37
General / Road and Bridge Account	\$4,086.58
Money Market Deposit Account (MMDA)	\$838,594.81

We received tax disbursement from Olmsted County in the amount of \$113,908.88 for the first ½ of the 2013 real estate tax levy. We received \$187.20 quarry royalties from Braaten Construction last month. Andrist moved to approve the Treasurer's Report, seconded by Hervey. Motion carried 3-0.

**9. Review and Pay Bills:** Claims were presented to the Board by the Clerk. Andrist moved to pay all bills and seconded by Hervey. Motion carried 3-0.

***New Business***

**10. 88 Ave / Co Rd 105 intersection Yield sign petition:** LaMoyné Bruce (9474 Co Rd 105) would like to have the stop sign removed at the intersection of Co Rd 105 and 88th Ave, and replaced with a yield sign for those coming off 88th Ave. Mr. Bruce presented a petition for this change to the Town Board with about 60 signatures from people in the area. Beyer moved to agree with the petition; seconded by Hervey. Motion carried 3-0. Beyer will forward the petition on to the County Engineer for further review and action.

**11. Traffic Sign thefts:** Thomforde reported the theft of 8 traffic signs in the township. He presented a list and a map showing the locations of the thefts. Two of the signs were County signs (stop) and the rest were township signs. Thomforde did file a report of the theft with the sheriff. All signs have been replaced, except one (hill warning sign on 105th St), which we are still working on having the County replace. At about the same time, Mr. Bruce reported his mailbox was flattened along with two others.

**12. Miscellaneous Mail and Etc.:**

There is a CPT (Community Planning Team) meeting in Pine Island on August 14.

There is a Township District 1 meeting in Wykoff on August 14.

The Township Cooperative Planning Association, which we are an honorary non-voting member, is having a meeting on August 14.

We received a notice from the state that they will be sending the township \$3,279 next year for aid distribution that was passed by the Legislature this year.

We received pamphlets from the County on the upgrade of Hwy 52.

Beyer received at the OCAT meeting a copy of the new Olmsted County water management plan and a study of a task force studying a future electronic roster for voting.

Hervey received notification of rabies exposure for a dog bite in Pine Island.

**13. Land Transfer:** Gene Zimmerman (60th Ave) talked to the Board about 2 acres of land he is purchasing from Kevin Monson in section 25. Beyer said he needs to contact Ann Fahy-Gust, Planning and Zoning Administrator, to do the transfer. A survey will be needed. Ann can also answer any questions regarding the Conditional Use Permit.

**14. Tree Trimming:** Al Bruce (9450 Co Rd 105) talked to the Board about trimming the tree limbs along 88th Ave to improve the sightline on the intersection with Co Rd 105. Mr. Bruce signed a release so Mike Wood can clear back the trees after he gets his beans out this fall.

**15. Road Maintenance Report:** Mike Wood reported that he completed the replacing the pipe and aprons on 117th St east of Co 31, and put aprons on the pipe on 117th St next to Jackson, and cleared the trees hanging over the road. Vandewalker's culvert has been replaced. Mike contacted Derek of Xcel Energy and all the temporary field accesses will be coming out. The culverts do not meet the County guidelines. Mike is going to begin mowing ditches.

**16. Planning & Zoning Report:**

Fahy-Gust submitted a written report to the Board in her absence, and is included in the record.

Fahy-Gust recommended the Board approve a temporary construction permit for Haakenson and set a fee of \$200 for the permit. Hervey moved to approve the permit and fee, seconded by Beyer. Motion carried 3-0. Chair Beyer signed two copies of the permit.

**17. Adjournment:** Chair Denny Beyer adjourned the meeting at about 8:15 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA — ORGANIZED IN 1858  
PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes September 10, 2013**

**1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisors Mary Andrist and Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Road Maintenance Contractor Mike Wood, Clerk Dale Thomforde and Planning and Zoning Administrator Ann Fahy-Gust.

**2. Set Meeting Agenda and Order:** Hervey moved to approve the agenda as written, seconded by Andrist. The motion carried 3-0.

**3. Comments from the Chair:** The shed was broken into – appears a crowbar was used because the lock bolt was popped off and the door was split. Nothing was removed. After some discussion, it was decided Beyer will put on a hasp and lock to seal up the shed again.

**4. Public Comments:** LaMoyne Bruce (9474 Co Rd 105) said Thomforde shared an additional safety factor on the signs on Co Rd 105 and 88th Ave. He agreed it sounded good. Mr. Bruce introduced Faye and Cynthia Yennie, also owners of property on the Crow's Nest Road, and they all agreed that road maintenance vehicles could drive up the Crow's Nest road and turn- around at the top of the hill. This way Mr. Woods could drive up instead of backing up the hill. Bruce said he would work on making this possible so that the road could be maintained. Beyer said the Board will talk about this on another night.

**5. Minutes for Approval:** Minutes for August 13, 2013 were reviewed and Hervey moved approval, seconded by Andrist. The motion carried 3-0.

### ***Conditional Use Permit Hearing***

Beyer opened the public hearing for a conditional use permit for Jan and Phyllis Fisher at approximately 7:15pm. Fahy-Gust reviewed the request for a second dwelling on the property and how it fit within the conditional use permit ordinance for A2 zoning. Her report is attached. Jan Fisher spoke to state this will accommodate care for wife. Beyer asked three times for other comments in favor. There were no additional comments in favor. Beyer asked three times for comments opposed. There were no comments opposed received. The public hearing was motioned for closure by Hervey and seconded by Andrist. The motion carried 3-0. The Board discussed each criteria for a conditional use permit and asked if Fahy-Gust had explained that this type of permit does have a sunset clause when no one over 60 is in residence the second dwelling cannot be used as such. Fahy-Gust indicated that the Fisher's were aware and accepted this condition. Andrist moved to approve the permit because it meets all five criteria for approving conditional uses, seconded by Hervey. The motion carried 3-0. The paperwork was signed and a copy given to the Fishers.

**Old Business**

**6. Braaten Construction update:** Bob and Robin Braaten were present. Bob Braaten stated there are about 9-10 loads of black dirt that have been returned and still owe us a few loads. The thistles were forgotten this year and it's too late to spray them now. The part that was mowed looks good. Bob Braaten said next year to call him earlier in the year before the thistles go to seed and he will take care of them. The royalties look low this year. Hervey questioned if we are caught up on royalty payments. Braaten stated that all was up to date with the exception of the fill that was removed – this will be in the next payment. Beyer asked Figy what we have been paid so far - \$187.20 in June and \$684.60 in July because most all hauling was for the New Haven Township roads, which has no royalties. There is an issue of missing about 200 yds. Of rock – the loader door was left open and the operator did not know how to work it properly. Cameras have been placed to see who it might have been but nothing so far. New Haven Township has changed their lock. The Schafer lock has been removed and Denny has it when they want it. A discussion of who might have keys ensued. Braaten reported that someone from New Haven Township had reported on a truck that was not theirs. This was Fahy-Gust who called because the truck wasn't a Braaten truck. The truck in question was a red cab – no name on the door – the bed was not red – was normal metal color she stated. Braaten stated that there will be another customer taking rock later this year.

**7. Status of snow damage:** We have not been able to get ahold of the guy to complete the work.

**8. Dog Bite follow-up:** Beyer made a follow up call to the dog owner and the person getting bit and all are fine. No further reporting is required.

**Treasurer's report**

**9. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for the month of July. Figy reported the following month-ending account balances:

Planning and Zoning (P&Z)	\$6,051.48
General / Road and Bridge Account	\$5,389.24
Money Market Deposit Account (MMDA)	\$795,012.17

We paid out \$43,698 from the Gen/Road and Bridge account the month; most went to Braaten for rock (\$31,559). Andrist moved to approve the Treasurer's report, seconded by Hervey. Motion carried 3-0.

**10. Review and Pay Bills:** Claims were presented to the Board by the Clerk. Checks included prepay for 900 gallons of propane at a \$1.34 per gallon, which is a good price compared to today's price of \$1.69 per gallon. Andrist moved to pay all bills and seconded by Hervey. Motion carried 3-0.

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*New Business*

**11. Fall road inspection:** Scheduled for October 5, 2013, gathering about 8:30 AM and leaving at 9:00 AM. The Clerk will post the notice.

**12. 125<sup>th</sup> St. Environmental Assessment:** The assessment required by the state is available for viewing. One printed copy is available at the township office and it is also available on line.

**13. Miscellaneous Mail and Etc.:**

Couri and Ruppe legal seminar is at our Town Hall on September 21st from 9-4 – register on line – this is a free seminar. The Clerk will post a notice.

Shared the Township Cooperative Planning Association agenda for tomorrow’s meeting.

Shared the dates for the flood mitigation study done by MSU Mankato – there are 4 dates in September to review this information.

We received \$100 check and thank you from RACE (Corvette Club).

PI Schools facilities task force is looking for volunteers and the first meeting was today at the same time as this meeting. A notice was posted on website and door.

The Clerk received a copy of the new elections laws (about 2 inches thick) and another stack of updates and changes to be inserted. The Clerk will maintain a copy if anyone is interested.

PI Schools have asked for judges for the upcoming school board election on November 5th from (8AM to 8PM). There are no ballot issues for the township at this election. Andrist, Fahy-Gust, and Thomforde (head judge) will be serving as judges.

**14. Road Maintenance Report:** Mike Wood reported that he has not been able to blade because of the lack of rain. The culvert pipe project on 91<sup>st</sup> is complete and reseeded. Mowing is complete. Ditches by Denny’s on 85th Street are cleared of reported junk. Figy reported he has received 6-8 negative comments on the rock used this year – “like driving on marbles” – likely due to lack of rain and blading to incorporate the new into the existing bed. Rock was also on later than it should have been due to wet spring. Tree trimming in the “Devil’s Kitchen” area will start this week.

**15. Planning & Zoning Report:**

Five building permits – 1 home and 4 sheds/extensions to existing structures.

1 CUP just heard.

Fuchs property split completed.

A few questions flying on a variance but no paperwork submitted as yet.

Receiving lots of calls with questions.

**16. Adjournment:** Chair Denny Beyer adjourned the meeting at about 7:58 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

# *New Haven Township*

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PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Road Inspection Town Board Meeting Minutes October 5, 2013**

**Call to Order:** A special meeting of the New Haven Town Board was called to order at about 9:00 AM by Chair Denny Beyer. Quorum requirements were met with Supervisors Mary Andrist and Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Road Maintenance Contractor Mike Wood, Clerk Dale Thomforde and Planning and Zoning Administrator Ann Fahy-Gust. Denny once again was designated driver of the van provided by Brian.

### **The following items were observed:**

1. Reviewed the culvert project on 69<sup>th</sup> Ave and 91<sup>st</sup> St. It is complete with new ditches on the side.
2. On 69<sup>th</sup> Ave by Kittleson's we do not need a turnaround – area is large enough. We need to add a *Township Road Ends* sign to ensure the diamond sign is understood.
3. On 85<sup>th</sup> St the following was noted:
  - a. Trees by Postier property need to be trimmed – they are over the road;
  - b. Kirkland shed is permitted;
  - c. Trees by Frost property need trimming and it might be done by the power company since the trees are over the lines;
  - d. Pine tree in ditch by Candace Underwood is in ROW and over road – she is a renter – will locate the owners address re the tree cutting permission;
  - e. Heinrich's property have willow and oak that are overhanging the road;
  - f. Walnut at the top of the hill is overhanging the road;
  - g. Tree in road just before creek needs to be removed today;
  - h. Tree by Gunderson property needs trimmed;
  - i. A load of rip-rap is needed at the top of the hill.
4. On 60<sup>th</sup> Ave the following was noted:
  - a. Tree in road on Oronoco side – about mile from 85<sup>th</sup> St;



- 
- b. No rock is left on the road; need to get Monson in to discuss. Ann to send a note. Road is about 10 ft. wider in places and there is no ditch left as a result.
  5. On 117<sup>th</sup> St the following was noted:
    - a. Jacobsen has paid for all rock taken;
    - b. Ditch by trail needs to be cleaned out – silted in by Betsy Carney’s.
  6. New Haven Road North end all good.
  7. 125<sup>th</sup> St appears to be moving ahead with new construction – Hanson has proceeded with selling the house and land.
  8. 115<sup>th</sup> St had no issues.
  9. New Haven Road South had the following comments:
    - a. Clean ditch by Leqve’s and pick up logs in the ditch;
    - b. Trees by Stussy need trimming;
    - c. Trees near CR31 need trimming back from road on west side of the road.
  10. Multiple issues with CR31 were noted (County’s responsibility):
    - a. There is no slope or ditches on the west end of the road;
    - b. There is water pooling near Hackman’s;
    - c. Road is extremely rough across its length. We need to be sure that it is brought up to equal condition as other TWP roads before it is handed to us. Do we need to write the standard or can we use all other roads as our “norm”?
  11. River Heights Road will need tree trimming all along the road and in the ditches. Many trees are under 6" and are growing in the ROW.
  12. A question on 68<sup>th</sup> Ave where Kruger lives – driveway is acceptable. Needs to be contacted that the rock and truck will need to be moved prior to plowing and the driveway will be used as a turn around.
    - a. A street sign and yield sign are also needed on 68<sup>th</sup> Ave
  13. 120<sup>th</sup> St had the following comments:
    - a. Trees by Anonby and Diderich are over the road and need trimming;
    - b. Ditch north of Anonby is silted in and needs cleaning eventually.

- 
14. On 88<sup>th</sup> Ave the tree limbs near the intersection need to be trimmed back. Discussion on proposals to replace stop sign with yield signs was held and determined that the final decision will be made by the County.
  15. Crow's Nest road needs to had the following comments:
    - a. LaMoyne Bruce proposed that he widen out the road somewhat and put a turnaround at the top since there isn't enough room presently. Current plan is to continue to only maintain Township portion of road as is presently done.
    - b. A gutter could be dug on the side closest to the hill, however, water is running onto the road before the township road responsibility starts and this will make maintenance difficult
  16. 105<sup>th</sup> St had the following comments:
    - a. Trees in the valley near Book's at the bottom need trimming away from the road;
    - b. Ditch by 11529 needs to be cleaned out.
  17. 110<sup>th</sup> Ave needs some trees cut back over the road. Reviewed Devil's Kitchen bridge – it is fine for current traffic and nothing needs to be done at this time.
  18. Genoa comments: Oelkers and Novey need letters to do tree trimming.
  19. Rock is needed on both 125<sup>th</sup> St and 75<sup>th</sup> Ave as a result of the CAPX 2020 work. We will approach them to see if they would purchase the rock and we will spread later. Estimate that it will be about 1750 yds. Mike Wood will approach them to talk to Denny.
  20. Looked at the culverts from Schafer Elk Run project in the pit for the upcoming meeting.
  21. Beyer moved that 117<sup>th</sup> cleaning get started immediately before harvest, second by Hervey. Motion carried 3-0.

**Adjournment:** Andrist motioned for adjournment at about 12:15 PM, seconded by Hervey. Motion carried 3-0. An estimated total of 50 miles were covered during this road inspection.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Town Board

# New Haven Township

OLMSTED COUNTY, MINNESOTA – ORGANIZED IN 1858  
PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## Regular Monthly Town Board Meeting Minutes October 8, 2013

**1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisors Mary Andrist and Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Road Maintenance Contractor Mike Wood, Planning and Zoning Administrator Ann Fahy-Gust and Clerk Dale Thomforde.

**2. Set Meeting Agenda and Order:** Andrist moved to approve the agenda as written, seconded by Hervey. The motion carried 3-0.

**3. Comments from the Chair:** none

**4. Public Comments:** Craig Lentz (50401 170<sup>th</sup> Ave, PI – Roscoe Township) asked if they could use the facility on an ongoing basis on Sundays for a church meeting. The Board indicated that they don't like to tie up a facility on a weekly basis, particularly if someone is from out of the township. Township people use the facility regularly and it's growing. He then asked if he could use the facility as a wedding reception and the Board indicated that this was something that was regularly done and to contact Ann Fahy-Gust for details.

Lamoyne Bruce asked about the county road repairs and what the township knew about the road sign petition. He saw the county out looking at the roads last week. Beyer responded that there has been no response from the county yet.

**5. Minutes for Approval:** The minutes of September 10, 2013 were reviewed, Andrist moved to approve. The motion was seconded by Hervey. Motion carried 3-0.

The minutes of the road inspection held October 5, 2013 were reviewed, Hervey moved to approve; seconded by Andrist. Motion carried 3-0.

### *Treasurer's report*

**6. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for the month of September. Figy reported the following month-ending account balances:

Planning and Zoning (P&Z)	\$6,565.40
General / Road and Bridge Account	\$5,997.68
Money Market Deposit Account (MMDA)	\$788,699.11

Quarry royalties from Braaten have been received at \$5090. The paperwork is itemized for rock, clay and dirt, but doesn't indicate who picked up what items. Beyer would like to review the

report with Braaten. Hervey moved to approve the Treasurer's Report; seconded by Andrist. Motion carried 3-0.

### *Old Business*

**7. Snow Damage Repairs:** Thomforde has attempted several times to call the selected repair company without response. Beyer has also tried. Both will keep trying to get repairs done before the snow flies.

### *New Business*

**8. Concrete Culverts:** Schafer Contracting had concrete culverts that were to be destroyed. Beyer was contacted and Wood contacted other supervisors to see if they were OK with moving the culverts to the township. All were OK with the movement. If the township didn't want them Wood was willing to take them and pay for the trucking. Bill for moving came to \$1500 and the culverts were free. Hervey moved to keep the culverts and pay the trucking bill; seconded by Andrist. Motion carried 3-0. Fahy-Gust voiced concern that the word on the street was that the township acquired the culverts and no meeting was held because residents know that she takes minutes and asked directly about the culverts moving to the township and there were no minutes to reflect that transaction. Her request is that we are careful with our words when we haven't acquired anything but considering acquisition.

### **9. Fall Road Inspection Findings:**

The report was reviewed for action items. 117<sup>th</sup> St ditch cleaning had been approved and still needs to be done. Xcel Energy also needs to be contacted on that. All brush cutting should be done now. Beyer moved that Wood have discretion on planning and complete the road findings work; seconded by Hervey. Motion carried 3-0.

Fahy-Gust was asked to send a letter to Kevin Monson regarding the conditional use permit (CUP) violations and the resulting condition of 60<sup>th</sup> Ave north of his gravel pit. The township has serious concerns and would like him to come to the next meeting.

**10. Blasting Material Storage:** Fahy- Gust brought a request from Falcon Drilling to store blasting materials in the quarry. The requestor stated that they do this commonly in other pits. They have insurance and the storage containers are sealed and locked. The Board requested that Fahy-Gust find out about needed access and how they are protected from vandals since we have had a few issues lately. Beyer asked if the conditional use permit (CUP) would allow this use. She will follow up and send e-mail response. Hervey made a motion to table any decision; seconded by Mary. Motion carried 3-0.

**11. Town Hall Security:** The Board discussed putting in a security system or camera system to help prevent the thefts like those that have recently occurred. Perhaps only a light shining on the shed would be sufficient since security systems are expensive and the security camera of Braaten's was stolen. The shed could be moved and stored at Wood's. The decision was to

leave it as is for now – the cost to repair the lock on the shed was \$13 and there was nothing of value in the shed. No action to be taken at this time.

**12. Records Retention Resolution:** Thomforde stated that we have the option to set the record retention schedule to be something other than permanent for certain records. This would reduce the need for cabinets and storing materials. Once the resolution is passed it is reviewed by the MN Historical Society and we could start records destruction according to the Historical Society schedule. All old meeting minutes will be retained for historical purposes. Andrist moved approval of the Records Retention Resolution 2013-04 as written; seconded by Hervey. Motion carried 3-0.

**13. Couri Ruppe Seminar and OCAT Meeting Summaries:** The legal seminar was excellent again. Andrist, Beyer, and Thomforde attended the free seminar held at our town hall. It is likely they will do another one next year. OCAT reelected their officers at the September 26th meeting. If either Byron or Pine Island hold school bond referendums in March, they would will take precedence and the township annual meeting will have to be delayed until after 8 PM. We will need to have a special town meeting to change our meeting time if they do proceed with their request to hold a referendum on the Township Day. The school will need to cover the costs of rescheduling the meeting and the extended election hours. We will gather information together to present to the schools.

**14. CTAS Update Payment:** The state is requesting a \$300 one-time license payment upfront for development of an updated CTAS program. The program is not required; however, it is what we use. The program should be ready for 2015 and we will also need a new computer since the Windows XP operating system will not be supported. They need at least 1000 townships and small cities to sign up to make this cost effective. They have 800 subscribers now, and if there are not enough, we will get our money returned. Beyer moved approval; seconded by Andrist. Motion carried 3-0.

**15. Miscellaneous Mail and Etc.:**

There is a CPT (Community Planning Team) meeting in Pine Island tomorrow, someone could go and ask about moving the referendum date.

Couri and Ruppe are increasing their rates to \$170/hr from \$165/hr.

We got legal notice of a settlement conference. A few parties are still haven't settled with CapX20202. Fahy-Gust believes there are only a few parties left to settle. We will not be attending.

Farm Country (our heating propane supplier) has merged with AgPartners.

Online registration for military, overseas and domestic voters is now available, and active duty and overseas military can now apply online for absentee ballots.

EAW (Environmental Assessment Worksheet) comments for 125<sup>th</sup> corridor close on October 16.

People's Coop has merged and 7000 new customers will be part of that coop as a result.

TCPA (Township Cooperative Planning Association) minutes and agenda were circulated for tomorrow's meeting – we are honorary members and can attend if we want but cannot vote.

Annual Township Association meeting is at Jackpot Junction on Nov 21-23. No one from this township is interested in attending.

Need to do the annual certification of the township road mileage (32 miles), after removing Willow Circle in Pine Island (0.04 miles).

**16. Review and Pay Bills:** Claims were presented to the Board by the Clerk. We didn't receive Absolute Pest Control bills so we were charged a late fee. We are signing up for e-mail notification now. The County bill included the cost for applying chloride dust control and about \$360 for replacing the six township road signs that were stolen. Hervey moved to pay all bills and seconded by Andrist. Motion carried 3-0.

**17. Road Maintenance Report:** Mike Wood reported that he contacted Xcel on the road rock – they didn't think that there was a need for 1,750 yds. of rock for the damage they did. We will send a bill to the local contact. The tree at Devil's Kitchen has been removed and Fahy-Gust will contact Mark Thein to remove the tree on the Oronoco end of 60<sup>th</sup> Ave.

**18. Planning & Zoning Report:**

Fahy-Gust stated that there have been 2 building permits for home additions. She is also working on 2 splits that are pending – discussions have been held but no paperwork has been forthcoming. There have been no CUP's or petitions for variance.

**19. Adjournment:** Chair Denny Beyer adjourned the meeting at about 8:10 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – ORGANIZED IN 1858  
PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes November 12, 2013**

**1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisors Mary Andrist and Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Road Maintenance Contractor Mike Wood, Clerk Dale Thomforde and Planning and Zoning Administrator Ann Fahy-Gust.

**2. Set Meeting Agenda and Order:** Andrist moved to approve the agenda as written, seconded by Hervey. The motion carried 3-0.

**3. Comments from the Chair:** Beyer received a letter from the county getting rid of file cabinets and chairs – they are free. Beyer picked up 3 file cabinets and 2 chairs.

**4. Public Comments:** Lamoyne Bruce asked that the Township consider removing the trees hanging over 88th Ave rather than cutting limbs because they are a sight hazard on the road. He also asked if the Town Board could put a stop sign on 88th Ave at CR105. Beyer said we would check into it. Lamoyne thanked the Board for the work they do. Thomforde stated that the county has decided not to do anything with the stop sign at the corner and that the County feels it is set up appropriately.

Dave Klaan has an accurate map of the cemetery in Douglas that he would like to give the township – others he has seen are not accurate. He now has an address for the cemetery:

Center Grove Cemetery, 6991 75<sup>th</sup> St NW, Oronoco MN 55960

He also asked if we will be doing the blue flag fire numbers as in Kalmar. This will be part of the discussion at the annual meeting – one proposal is if people want them they will be able to purchase them. Klaan also asked if the reporting requirements were the same as before for the cemetery. Andrist said no that we did away with the reporting requirements at the last annual meeting. Klaan reported good results using TV advertisements for sales of lots. He's hoping to get some "new blood" into the cemetery.

**5. Minutes for Approval:** Hervey asked that the meeting minutes on #8 be clarified to indicate that no supervisors talked together – it was Mike Wood that talked to the supervisors and Mike would purchase the culverts by paying transportation costs if the Town Board determined they did not want them. Someone talked in the public which created the issue. Beyer had received a request to purchase 3 of the culverts but the Board decided to keep them on hand in case of an emergency. Andrist stated that she thought the minutes are OK as written. Andrist moved for approval of the written minutes as written. The motion was seconded by Beyer. Motion carried 3-0.

*Treasurer's report*

**6. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for the month of October. Figy reported the following month-ending account balances:

Planning and Zoning (P&Z)	\$7,399.01
General / Road and Bridge Account (GRBA)	\$9,711.79
Money Market Deposit Account (MMDA)	\$767,372.50

We had some large expenses this month with the culverts and chloride. We recently received \$196 in quarry royalties from Braaten Construction. There was also clay royalties of \$4,668 in September. Hervey moved to approve the Treasurer's Report, seconded by Andrist. Motion carried 3-0.

*Old Business*

**7. 60<sup>th</sup> Ave road:** Monson got the letter but was not able to come to this meeting. He will be invited to the next meeting. There isn't anything we can do with the road right now but we want to be prepared for next spring.

**8. Snow Damaged Gutters:** The original contractor does not want to do the work now we will need another plan to repair the gutters.

**9. Storage of Blasting Materials:** Andrist stated she did not see any benefit to people of the township. There is concern as to what residents might think from a safety standpoint, although the explosives and detonators are kept separate and in locked approved containers. They are looking for a storage spot from November through April. Hervey felt that if we can collect some rent we should do that. Beyer moved that we offer a proposal for \$200 fee for temporary permit (up to 1 year) and \$500/month storage fee, seconded by Hervey. Motion carried 3-0. Fahy-Gust to send out this information to Quinn Miller via e-mail.

**10. Xcel Road Restoration:** Beyer and Wood met with Mark Kellagher from Xcel – they figured that road repair will be 1200-1500 yds. of rock. Wood recommended that both 75<sup>th</sup> and 125<sup>th</sup> need rock. Fahy-Gust to send the following quote– 1200 yds. rock at \$12.80/yd. to Mark Kellagher at Xcel Energy. The township will provide the needed grader and shoulder work.

*New Business*

**11. Blasting Damage to town hall:** Roofing company is working up an estimate to repair the roof, insulation, ceiling tiles, and floor tiles. We are replacing the damaged table and will send a bill. We could also ask this company to do the work on the gutters that the original company has now turned down. They do have the skill set and are recommending we also add snow guards on the roof to prevent further damage. This may have prevented the issue in the first place.

Thomforde stated that we may need to revisit with the insurance company given the potential change in suppliers and possible additional cost.



**12. School Referendum:** Thomforde reported that Pine Island has moved the school referendum vote to May. Byron is still considering March. The letter from Olmsted County Association of Townships (OCAT) has gone to schools requesting they not interfere with township day. Letter was done well. We need to be prepared if Byron does have a vote in March. Fahy-Gust stated she will try to get the impact on taxes for agricultural land. All that the school has presented is the house impact. This referendum will impact houses and all owned land because it is a school building referendum.

**13. Miscellaneous Mail and Etc.:**

County has indicated the sign on CR105 and 88<sup>th</sup> Ave has been reviewed and they are satisfied that the current intersection control is appropriate, and they will not be changing it.

Board of Appeal and Equalization compliance – Andrist is trained – others will need training after 2014 but we are OK for now. Thomforde will file the form with the County.

Minutes from Township Cooperation Planning Association (TCPA) were received.

A Community Planning Team (CPT) meeting in PI will be tomorrow – Thomforde will be going and will thank them for moving the school referendum to May.

Scholarship program from MN Association of Townships (MAT) has been received and any township officers or employees wanting to apply can check with Thomforde.

Records retention resolution we passed was ratified by State historical group. We can start working under that agreement for disposal of certain old records (e.g., cancelled checks after 10 years).

CAPX is still working on settlement with some land owners.

Next OCAT meeting is Wednesday December 4th and not last Thursday of the month due to holiday – Thomforde will post a meeting notice in case 2 or more supervisors attend.

Denny stated the Zumbro Valley Classic Iron tractor club has a potluck and would like to use the town hall Nov 22 or 23 – this would be a request for a free event. Andrist moved approval of waving the fee, second by Hervey. Motion carried 2-0. Denny didn't vote since he is a member of the tractor club.

**14. Review and Pay Bills:** Claims were presented to the Board by the Clerk. Andrist moved to pay all bills and seconded by Hervey. Motion carried 3-0.

**15. Road Maintenance Report:**

Mike Wood reported that salt and rock are ready for winter. Ditches cleaned on 117<sup>th</sup>, 85<sup>th</sup> and New Haven road by trail at Leque's. Ellefson was concerned we removed the drive on 117<sup>th</sup> but there were no pipes at that location. There is a drive up further that he should use. If he wants to use this location he will need to demolish the other one and get a permit. Baker is the landowner and should be making the decisions on placement with Mike Wood. Kermit

Christenson was also concerned, however his legal access is across the corner and over the trail. Mike has cleared Mark Gunderson's driveway pipe on 85<sup>th</sup> St, but the lower pipe at the Millers is still a problem which could erode the road. The Board agreed we should clear this culvert as well before it causes a problem on the road.

The street sign at corner 75<sup>th</sup> Ave and 90<sup>th</sup> St was hit and needs repair. Thomforde suggested a yield sign be placed at that intersection. It was agreed we would add one of our existing yield signs at that intersection.

Wood received a call from the City of PI to snow plow on the new overpass with a his grader. Wood replied that he uses a truck and there were no more forthcoming questions.

**16. Planning & Zoning Report:**

There were 4 building permits for sheds and finishing basements. No variances, splits or conditional use permits. There have been some splits pending but nothing has been done yet.

Fahy-Gust also had the new Energy Assistance packet which will be posted and placed on the website.

Fay-Gust requested permission to investigate what we could do to rescind the annexation agreement we have with Pine Island and create a new agreement. At issue is the use of the agreement to attain land for the water and sewer lines which now bisect some of the land creating orphan parcels, landlocked parcels and parcels that are too small for the zoning they are in. Fahy-Gust explained that while this agreement was done in good faith, the execution of the agreement did not follow the requirements for zoning because the defaults by Tower post annexation created many of the problems which could have been prevented if the judge would have followed the requirement to ensure no parcels were created that did not conform to the original zoning and land use plan. Fahy-Gust will contact Couri and Ruppe as needed. Beyer moved approval to go ahead investigating, seconded by Andrist. Motion carried 3-0.

**17. Adjournment:** Chair Denny Beyer adjourned the meeting at about 8:10 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA — ORGANIZED IN 1858  
PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET  
9024 COUNTY RD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes December 10, 2013**

**1. Call to Order:** The Pledge of Allegiance was recited and a regular-monthly meeting of the New Haven Town Board was called to order at about 7:00 PM by Chair Denny Beyer. Quorum requirements were met with Supervisors Mary Andrist and Brian Hervey also present. Also in attendance were Treasurer Bob Figy, Road Maintenance Contractor Mike Wood, Clerk Dale Thomforde and Planning and Zoning Administrator Ann Fahy-Gust.

**2. Set Meeting Agenda and Order:** Beyer made a motion to approve the agenda as written with an addition of Don Baker regarding the 117<sup>th</sup> St ditch cleaning. Seconded by Andrist. The motion carried 3-0.

**3. Comments from the Chair:** No comments at this time.

**4. Public Comments:** Don Baker (11401 Co Rd 31) approached the Board about the ditch cleaning on 117<sup>th</sup> St. The ditch is now so deep that he can't get equipment into his field. The other old drive is not useable because of the trees. Mike Wood stated that the outlet of the culvert is also plugged and can't be located. Mr. Baker requested that we place a driveway where he was using the ditch. He will discuss removal of the upper driveway with Betsy Carney. Due to water coming out and washing out the road, the Board indicated that if he were to purchase a culvert (about \$500 with aprons), Wood would be authorized to do the work to install a driveway and remove the other driveway. Mr. Baker will consider and get back to the Board later.

**5. Minutes for Approval:** Minutes for the November 12, 2013, regular meeting were reviewed and Andrist moved approval, seconded by Hervey. The motion carried 3-0.

### *Treasurer's report*

**6. Treasurer's report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for the month of November. Figy reported the following month-ending account balances:

Planning and Zoning (P&Z)	\$6,314.08
General / Road and Bridge Account	\$2,739.87
Money Market Deposit Account (MMDA)	\$767,943.14

The final tax payment for 2013 from Olmsted County was received December 3, but is not in this accounting period. It was for \$99,850.68 which will bring the MMDA balance to \$867,793.82. Beyer asked if the Woodturners had paid for hall rent. Figy checked and a payment of \$375 was

received in June. Beyer moved to approve the Treasurer's Report, seconded by Andrist. Motion carried 3-0.

Andrist noted that she will be paying for hall rent for Dec 14<sup>th</sup>. Her recent class indicated that all Board members should pay for hall use. Beyer indicated that the residents had agreed to not having current and former Board members pay. It can also be waived for other residents on request. Rules require current Board members to pay for hall rental.

**7. Review and Pay Bills:** Claims were presented to the Board by the Clerk. Hervey moved to pay all bills and seconded by Andrist. Motion carried 3-0.

### *Old Business*

**8. Road Condition 60<sup>th</sup> Ave:** Kevin Monson (9331 60th Ave) was present for the discussion. The road ordinance, which is posted on the website, states that permits are requested for use of roads beyond the usual pit permit. Mr. Monson was not aware of the ordinance, but is now. The haulers did not get an additional permit which would defray some of the cost to repair the overused road. The ditches need to be cut, the shoulders brought back in, and the road needs to be raised and narrowed. It was squashed out with all the hauling done in 2013. We are planning on rocking the road in 2014. Mr. Monson said he would assist as part of the payment for the road. He said part of the problem is water backing up at a field entrance making the road soft. Also, someone is dumping leaves in the ditch. The letter he received indicated that it was his responsibility so he would like to clear the road, ditches and rebuild the road with his dozer. He will pay for part of the estimated 400 yds of rock required. Wood recommended blading one side of the road and then the other and re-rock which will raise up the road. The Board will discuss options and get back to Wood and Monson in the spring. Beyer reiterated that our road ordinance requires a permit for anything above what he would normally do, and Fahy-Gust stated the contractors are also aware of this requirement now.

### **9. Status of snow damage / blasting damage:**

The original bidder to repair the snow-damaged gutters has backed out and does not want to honor his bid. The company that will be working on repairing the blasting damage could do the work on the roof, however, it will cost more. We will review again with insurance since the second bid was much higher.

There are some difficulties with replacing a section of the roof from the blasting damage because of the roof construction. It would appear that permanently patching the roof and getting a warranty for the remaining life of the roof would be better than replacing the entire side of the roof, which seems to be the two alternatives. We cannot do anything before spring now because no one wants to work on the roof in the winter. Beyer will discuss further with contractors.

**10. Xcel Energy road work:** The proposal for rock payment of 1,200 yds at \$12.80 per yd has been received by Xcel and they are reviewing it.

**11. School Referendum:** Thomforde presented an estimated cost sheet for a Byron school referendum on Township Day, March 11, 2014. He also had a proposed resolution requesting the school consider a different date. He requested a resolution be done so he can take it to Byron School Board when he attends the next meeting. Discussion centered around using a letter or a resolution and which would be more powerful and most appropriate. Hervey proposed approval of the resolution, seconded by Beyer. Motion carried 3-0 and the resolution was signed.

### *New Business*

**12. TAP project meeting:** Andrist attended – no one is really eligible for the minimum \$250,000 grant because of the complexity of the grant requirements.

**13. OCAT:** Beyer and Thomforde attended the OCAT meeting at the Quincy Town Hall – Deputy Sheriff presented information to be sure to watch for vacant homes because copper theft is still a concern. Don't confront them, get a license number and use 911 if you come across this situation. State is seeing that some townships have significant surplus funds and are likely to find ways to restrict access to new funds or to remove excess we have. We need to be aware.

**14. CPT:** Thomforde attended the Community Planning Team meeting in Pine Island and thanked them for moving the date of a possible referendum election. They were under the impression that there was an election anyway and incorrectly believed it would save money. It was noted there is some confusion on what is taxed under the referendum – at the moment it is the house and all land, or the total tax capacity. Fahy-Gust will try to get a clarification.

**15. Township Appreciation Event:** Appreciation pot-luck dinner for past and present township officers will be February 1, 2014. Fahy-Gust will send out invitations.

**16. Year End Settlement of Bills:** There will not be a special meeting this year. Bills after today will be treated as 2014 expenditures. Road rock purchasing will be held off until 2014.

**17. March 2014 Election Calendar:** Thomforde presented the March election calendar he put together. There was a filing notice ad ordered in the official papers ahead of this meeting because of the timing requirement for publication. We are required to do one publication but have traditionally done a publication for two weeks. Thomforde followed tradition. A filing notice has also been posted on the office door and website. The Board will need to take some additional actions in January appointing election judges.

### **18. Miscellaneous Mail and Etc.:**

Proposed 2014 tax statement for the township land was received and reviewed. Property tax has almost doubled from \$1,276 to \$2,434. Likely because the review of land value hasn't happened for a few years and more sales have been happening in the township.

CTAS is 73 orders short of the required 1000 to finance a new township accounting program. The deadline for townships signing up is the end of the year.

The MN Association Townships form for workers compensation needs to be sent in by end of January – Thomforde will file. They also sent a calendar and a DVD on township government if we want to view.

**19. Road Maintenance Report:** Wood reported that he has been doing some brush work. He questioned what to do with the stub on 120<sup>th</sup> St road after the new design. He is to go straight out since the stub is for a private driveway according to Mike Sheehan. The trees on 88<sup>th</sup> were discussed because the right-of-way (ROW) is 66' and the trees are on private land. Alvin Bruce has signed a waiver, trimming is cheaper, but long run will be more – it is better to remove them and Mr. Bruce is OK with this. The board agreed it would be cheaper to remove the trees since they are so close to the ROW.

**20. Planning & Zoning Report:**

2 permits for sheds.

1 split pending which has been time consuming (Balow split), including some survey map gaps.

No variances or Conditional Use Permits (CUPs).

Elk Run parcel splits are still causing problems with 4 parcels partially in Pine Island and the township. Information has been sent to our attorneys to review along with work on a new orderly annexation agreement.

Our ordinance requires a fence around in-ground pools and we have notified some affected residents.

**21. Adjournment:** Chair Denny Beyer adjourned the meeting at about 8:50 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde – Clerk  
New Haven Township