

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

Regular Monthly Town Board Meeting Minutes January 14, 2014

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 approval of the agenda as printed. Seconded by Andrist. The motion carried 3-0.

3. Comments from the Chair: No comments.

4. Public Comments:

Jim Mack from Pine Island Bank presented a tray of cheese and crackers and thanked the Township for their support and business in the bank. He discussed some of the new things that the bank will be doing in 2014.

John Donovan from Pleasant Grove came to the meeting to discuss concerns on how the county is creating parks through the official map process. He urged townships to be aware of the process so that they can intervene as needed.

5. Minutes for Approval: Minutes for December 10, 2013, 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 December. Figy reported the following month-ending account balances:

Planning and Zoning (P&Z)	\$4,930.25
General / Road and Bridge Account	\$7,076.71
Money Market Deposit Account (MMDA)	\$856,807.93

The final 2014 real-estate tax payment of \$99,850.68 was received from Olmsted County and is included in this balance. Andrist moved to approve the Treasurer's Report, seconded by Hervey. Motion carried 3-0.

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

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- 8. 117th St Driveways:** Don Baker (11401 Co Rd 31) called Beyer and said he had an old used pipe. Mr. Baker said Betsy Carney doesn't want the other driveway removed since it is still being used. If not removed, it must be repaired because of the issues it is causing with the road. Mr. Baker will be back with more information at subsequent meeting.
- 9. 60th Ave Road Plan:** Beyer would like to straighten the slopes and banks and narrow the road back up. Beyer will talk to Oronoco Township to see if they can do their half also.
- 10. Town Hall Gutter Repair:** We got authorization from MAT insurance to resubmit quotes to fix the gutters damaged by the snow last year, after the contractor we authorized backed out. We will get some new bids.
- 11. Town Hall Blasting Damage:** The inside damage has been repaired and the replacement table has been paid for by Braaten. The repairs to the roof will be finished in the spring.
- 12. Xcel Road restoration:** Xcel has the information and is still reviewing it.
- 13. Election Calendar:** We don't need to change any of our Town Meeting or elections hours for the Byron school bond referendum. Thomforde passed out new calendars with the dates changed due to the school bond election in bold. We don't need to do anything different except extend absentee voting to 46 days before the election.

New Business

- 14. Absentee Ballot Board Resolution:** Resolution #2014-01 appointing Andrist, Beyer, Figy, Fahy-Gust to the absentee ballot board was moved by Andrist, seconded by Hervey. Motion carried 3-0.
- 15. Election Judges:** Appointments: Andrist (Head Judge), Beyer, Figy, Fahy-Gust election judges. Possible alternates are Dave O'Brien, Larry Mattson, Bob Madsen, and Bob Lindahl. Conflict-of-interest Resolution #2014-02 approval for Beyer was moved by Andrist, seconded by Hervey. Motion carried 2-0 (Beyer abstaining). Conflict-of-interest Resolution #2014-03 approval for Andrist was moved by Beyer, seconded by Hervey. Motion carried 2-0 (Andrist abstaining).
- 16. Date for Board of Audit:** Set Board of Audit at 5:00 PM on February 11, 2014. The Clerk will post the meeting notice.
- 17. Consolidation of Checking accounts:** Thomforde proposed that the two Township checking accounts be joined to make things more streamlined and fund accounting will be done through CTAS. Resolution #2014-04 for checking account consolidation was moved by Andrist, second by Hervey. Motion carried 3-0.

18. Miscellaneous Mail and Etc.:

Olmsted County Township Officers Association (OCTOA) meeting is coming up 1/23/2014 at Government Center.

We received minutes from the Township Cooperative Planning Association (TCPA) – SSTS talking tour was held on 1/9/2014.

Zumbro River news flyer was received.

Notice from Xcel on a rate increase – doesn't affect town hall, but does affect some township residents.

19. Road Maintenance Report: Wood reported that snow removal is being done and tree removal is lined up to start. Question on rock contract – can we add Xcel repair rock and take what we normally do for about a total of 6,200 yds. Hervey moved authorization for an order of 6,200 yds rock for crushing at \$6.80 per yard, seconded by Andrist. Motion carried 3-0. Beyer to discuss with Braaten and request they send an invoice.

20. 125th Street Corridor Official Map: Charlie Reiter from Olmsted County presented the proposed official maps. Resolution #2014-05 requesting Olmsted County prepare and adopt the 125th St NW Official Map was moved by Andrist, seconded by Hervey. Motion carried 3-0. Resolution #2014-06 authorizing the Chair to sign the 125th St NW Official Map Joint Powers Agreement was moved by Hervey, seconded by Andrist. Motion carried 3-0. A copy of the map will be provided to township.

21. Planning & Zoning Report:

No building permits, no variances, no CUPs this month.

1 split occurred that took a lot of time. Ann suggested that no splits be entertained until they have at least a preliminary survey. Ann will write something up for consideration at the next meeting.

Flat fee permits will need to increase due to CMS fee increases.

Ann is sending out Township Officer recognition pot luck dinner invitation postcards.

Work to rescind orderly annexation agreement with PI underway and being reviewed by our attorneys. The proposed new school land is not attached to the city which will create a number of complications.

Ann is attempting to get a clarification on how the value of a home and land are taxed under the proposed referendum.

22. Adjournment: Chair Denny Beyer adjourned the meeting at about 8:45 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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Regular Monthly Town Board Meeting Minutes February 11, 2014

- 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, Planning and Zoning Administrator Ann Fahy-Gust, Road Maintenance Contractor Mike Wood, and Clerk Dale Thomforde.
- 2. Set Meeting Agenda and Order:** Beyer moved approval of the agenda as printed with an amendment to include setting a new date for the March board meeting because it is scheduled on the same date as the annual meeting, seconded by Andrist. The motion carried 3-0.
- 3. Comments from the Chair:** No comments.
- 4. Public Comments:** No comments.
- 5. March Board Meeting** - Regular monthly Board meeting will be held Thursday March 6, 2014, beginning at 7:00 PM. Fahy-Gust will be absent due to a previous commitment.
- 6. Minutes for Approval:** Minutes for January 14, 2014, were reviewed and Andrist moved approval, seconded by Hervey. Motion carried 3-0.

Treasurer's report

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

Planning and Zoning (P&Z)	\$4,930.67
General / Road and Bridge Account	\$5,151.14
Money Market Deposit Account (MMDA)	\$852,718.59

The crushed table from blasting damage reimbursement has come in from Braaten Sand and Gravel. The debit card was changed to the General Fund in January. The P&Z account will be closed in February and merged into the General Fund and CTAS will be used to track the separate accounts which should simply things. Hervey moved to approve the Treasurer's report, seconded by Andrist. Motion carried 3-0.

- 8. 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.

Old Business

9. 117th Street – Baker driveway: Don Baker was not present for this meeting. Beyer proposed combining the 2 access points from one combined driveway. Beyer will discuss with Baker.

10. 60th Ave Road Plan: Beyer hasn't talked to anyone from Oronoco Township because everything is so full of snow. We will defer until spring.

11. Status of snow damage repair of gutters / blasting damage to Town Hall: We now have one estimate to repair the gutters from the group doing the roof repairs. Beyer said that the panels could be straightened and the Board will consider this as an option at a later time after we get another gutter replacement estimate. Final roof repairs from the blasting damage are deferred until spring.

12. Status of Xcel road restoration settlement: Fahy-Gust will discuss with Xcel and see what progress has been made.

13. Status on updating PI annexation agreement: Fahy-Gust spoke with an attorney at Couri & Ruppe. While they sympathize with what has happened and agree that the spirit and intent of the agreement was violated with string-and-balloon annexations, they stated that since the agreement is binding it will take both sides to make any changes to the agreement. The current agreement expires in 2028 – in fourteen years. They suggested that we approach PI and see if we can get a 'gentleman's' agreement to work the spirit of the contract not just the letter of the contract. Fahy-Gust will approach the Pine Island City Clerk.

New Business

14. Quarry Lease: The old lease expired February 1st. Thomforde prepared a resolution that could be used to extend the old agreement. Board determined this wasn't necessary at this time and Fahy-Gust will email Braaten to see if a representative can attend the next meeting.

15. House-Number Fire Sign Proposal: Thomforde brought forth a proposal that residents could purchase house-number fire signs and the township could share costs 50/50. The installed cost is about \$40 per sign. Further consideration was tabled until the next Board meeting to determine if the Board wants to make any recommendation at the annual meeting.

16. CD Ladder resolution: Thomforde proposed purchasing a 1/2/3 year ladder of CD's to increase the township investment returns over the MMDA account. At the current rates, Thomforde claimed more than \$45,000 in increased interest over the next 10 years by using CDs. Beyer moved approval of Resolution #2014-07, seconded by Andrist. Motion carried 3-0. Fygy will proceed to purchase the CDs at Pine Island Bank this week.

17. OCAT meeting: The County will not be using the official mapping procedure to establish parks as previously understood. There are now sufficient townships/small cities that have signed up for the new CTAS program development to commence.

18. Miscellaneous Mail and Etc.: Thomforde reported:

Next Community Planning Team (CPT) meeting will be on 2/12/14 if anyone wants to attend.

MAT annual worker's compensation audit report has been submitted. This year Braaten Sand and Gravel was included as a contractor since they deliver our gravel.

2013 Q4 payroll taxes have been filed and paid.

Annual employee PERA exclusion report has been filed.

Olmsted County announced they will no longer pay sales taxes on their purchases. We may need a sales tax number since we may now have to collect sales tax on items we resell to residents, such as culverts and chloride. Fahy-Gust will request a sales tax ID number which has a one-time fee.

Annual indebtedness report has been filed. We have no debt.

Next TCPA meeting will be on 2/12/14 if anyone is interested. Couri and Ruppe will be there talking about planning and zoning.

We got a dividend report from Farm Coop for \$71.27, but no check. Now that they merged with Ag Partners, it is not known what this dividend actually means.

19. Road Maintenance Report: Wood reported that snow removal has been the major activity this past month. Mike had pushed out problem areas into fields which has helped this year.

20. Planning & Zoning Report:

No building permits, no variances, no CUPs this month.

Fahy-Gust presented 2014 proposed flat-fee permit schedule with increases in light of increased fees from CMS. Beyer moved approval, seconded by Andrist. Motion carried 3-0.

21. 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
New Haven Township Clerk

New Haven Township

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Regular Monthly Town Board Meeting Minutes March 6, 2014

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. This meeting was rescheduled for the second Tuesday of the month due to the Annual Town meeting on that date. This meeting was properly posted by the Clerk on February 18, 2014.

2. Set Meeting Agenda and Order: Beyer moved approval of the agenda as printed with an amendment to move Bob Braaten and the Quarry Lease up to the front of the agenda, seconded by Hervey. The motion carried 3-0.

3. Update Quarry Lease: The old lease expired February 1st. Beyer asked how far off we are from moving some of the berms north and reclaiming some of the land by the Co Rd. Bob Braaten said they weren't far off and would be done this summer for sure. Beyer commented that we were informed we lost another acre off the farm land due to the quarry expansion. Bob Braaten said he is interested in another 2 year lease. Andrist moved to approve a resolution (Resolution #2014-08) to extend the current lease agreement to July 15, 2014, seconded by Hervey. The motion carried 3-0. The resolution was also signed by Bob Braaten for Braaten Sand and Gravel, Inc.

4. Comments from the Chair: No comments.

5. Public Comments: No comments.

6. Minutes for Approval:

Minutes for the Regular Town Board meeting February 11, 2014, were reviewed and Andrist moved approval, seconded by Hervey. Motion carried 3-0.

Minutes for Board of Audit meeting February 11, 2014, were reviewed and Andrist moved approval, seconded by Hervey. Motion carried 3-0.

Treasurer's report

7. Treasurer's report: Bob Figy reported that three CDs (1-year \$200,000, 2-year \$200,000, 3-year \$200,000) have been purchased as authorized at the last meeting. The originals of the CDs were placed in the safe deposit box along with the title for the emergency road-sign trailer title.

Figy also reported he inventoried the other contents of safe deposit box. The P&Z checking account has been closed and balance moved into the General / Road and Bridge checking account as authorized at the last meeting. Figy reported the following month-ending account balances:

Planning and Zoning Account (closed)	\$0.00
General / Road and Bridge Account	\$9,171.13
Money Market Deposit Account (MMDA)	\$181,617.34

On the February 18th, we received a \$16,774.43 road tax payment from the County. We have also received a check today for \$11,410 for ag-land rent for 2014. Beyer moved to accept 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. Hervey moved to pay all bills and seconded by Andrist. Motion carried 3-0.

Old Business

9. 117th Street – Baker driveway: Beyer talked to Jerry Ellefson and Jerry said will talk to Don Baker about combining the two driveways into one. They are not exactly sure where the property line is located. This item is tabled until we get more information.

10. 60th Ave Road Plan: Beyer has nothing new to report. It is difficult to assess further until the snow melts.

11. Status of snow damage repair of gutters / blasting damage to Town Hall: We now have one estimate to repair the gutters from the group doing the roof repairs and are still waiting on getting a second estimate.

12. Status of Xcel road restoration settlement: Fahy-Gust has been in contact Xcel and the contractor but no check has been received for the road rock as of yet.

13. Status on updating PI annexation agreement: Fahy-Gust is working on this and will report at the next meeting.

14. House-Number Fire Sign Proposal: Thomforde submitted a proposed letter to send out to the township residents to offer fire signs at a shared cost. All orders for signs will need to be in by June 1, 2014, with a plan to have the signs installed by Mike Wood by fall of 2014. Hervey moved to set the resident share of the fire sign cost at \$25 with the township picking up the remainder of the cost, Andrist seconded. Motion carried 3-0.

New Business

15. Annual Meeting / Election Preparations: Andrist volunteered to help staff the office Saturday March 8th from 10 AM to noon. The clerk will also be present to help as needed.

16. Review tentative agenda for Annual Town Meeting: Thomforde proposed a tentative agenda for the Annual Town meeting. Hervey moved to recommend to keep the general fund and road and bridge levies the same for 2015, with an increase in the Fire levy to match the cost increase for 2014. Andrist seconded the motion. Motion carried 3-0. Andrist moved to set the Annual Meeting moderator pay at \$65, unless it is a township officer that is already being paid. Beyer agreed that it sounded good to him. Motion carried.

17. 2014 Budget: Thomforde proposed replacing road signs this year, as needed. The total cost is estimated to be about \$20,000 for signs and labor to cover the township. Beyer moved to add \$20,000 to the budget for the signs and leave everything else the same, seconded by Andrist. Motion carried 3-0.

18. Set date for Town Board reorganization meeting: April 3rd at 7:00 PM was agreed to for the reorganization meeting.

19. Miscellaneous Mail and Etc.: Thomforde reported:

Cindy Oelkers is retiring as the Pine Island Clerk and there is a retirement party on 3/07.

We received a letter from the FSA decreasing our farm acreage by 1 acre to 36.5 acres. This is still more than our agreed-to lease amount of "35 acres more or less." Beyer will sign the letter in agreement with the decrease.

We received our annual MAT insurance offer. No interest was shown in subscribing since it does cost the township and all officers would have to subscribe.

Olmsted County Township Officers Association annual banquet is on March 29th. No interest was expressed.

The Board of Appeal and Equalization is set for Wednesday April 30th, at 10:00 AM. The Clerk will publish a notice in the papers as required. Andrist and Beyer plan to attend.

The MAT spring short course for township officers is March 18th in Rochester. No pre-registration is required.

CTAS annual report for 2013 has been submitted to the State Auditor by the Clerk.

20. Road Maintenance Report: Wood reported he has been busy with snow removal, but things are in pretty good shape now. Mike asked if the township is responsible for any of 135th St (Section 3) up by Kautz. He got a call about a damaged mail box, which he had nothing to do with. Hervey said to have anyone call him if there are any questions on that road.

21. Planning & Zoning Report:

Thomforde relayed that they are doing some tower work and Ann will be issuing a temporary construction permit.

Ann has been talking to the School district about the tax implications of the school referendum on May 13th. There are a number of information meetings scheduled. No request has been received from the school district to have anything at the town hall.

22. Adjournment: Chair Denny Beyer adjourned the meeting at about 8:12 PM.

Approved by the Board,

Attest,

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk

New Haven Township

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Regular Monthly Town Board Meeting Minutes April 8, 2014

- 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 Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer 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:** Andrist requested motion to set agenda. Beyer moved to approve the agenda and order as printed, seconded by Hervey. The motion carried 3-0.
- 3. Comments from the Chair:** Andrist congratulated Hervey and Thomforde on their election and thanked them for serving the township.
- 4. Public Comment Time:** No comments.

5. Minutes for Approval:

March 6, 2014 Regular Town Board meeting written minutes – Beyer moved approval, second Hervey, motion carried 3-0.

March 11, 2014 Annual Town meeting written minutes – Hervey moved approval, second Beyer, motion carried 3-0.

March 11, 2014 Board of Canvas meeting written minutes – Beyer moved approval, second Hervey, motion carried 3-0.

April 3, 2014 Town Board Reorganization written minutes – Beyer moved approval, second Hervey, motion carried 3-0.

- 6. Treasurer's Report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for March 2014. Figy reported the following month-ending account balances:

General / Road and Bridge Account	\$9,944.82
Money Market Deposit Account (MMDA)	\$181,617.34
Laddered CD Reserves	\$600,00.00
Total	\$791,562.16

The laddered CD's will provide more interest earnings than the MMDA. Figy has inventoried the safe-deposit box contents at the bank and an updated inventory list was presented. The original CD certificates and the emergency-sign utility trailer title have been added to the safe deposit contents. Hervey moved to accept the Treasurer's Report, seconded by Beyer. Motion carried 3-0.

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

Old Business

8. 125th Official Map Joint Powers Agreement: Ann Fahy-Gust presented and summarized an email from the Township attorney (included in the record) with his review of the proposed Joint Powers Agreement (JPA). The Township attorney recommends not signing the JPA in its present form. He would have recommendations should we wish to have this agreement. but he sees it as unnecessary since there are other ordinances that protect the corridor once adopted. Jeff Ellerbusch (943 28th St NW, Rochester) from Rochester-Olmsted Planning Department was present to explain the requested changes in wording for the joint powers agreement. A public hearing on the Official Map for the 125th St Corridor Preservation is scheduled for April 22nd by the Olmsted County Board of Commissioners. Beyer moved that the New Haven Town Board not sign the current proposed Joint Powers Agreement, seconded by Hervey. Motion carried 3-0.

9. 117th Street – Baker driveway: No action taken. Baker not present.

10. 60th Ave Road Plan: No action taken. Will be reviewed on the road inspection.

11. Status of Snow Damage Repair of Gutters: Still waiting for additional estimates.

12. Status of Xcel Energy Road Restoration: Paperwork has been submitted to Xcel.

New Business

13. Pine Island Superintendent feedback on 88th Ave: After review the PI School Superintendent reviewed with the bus drivers, there are no issues with 88th Ave. A copy of the emails between the Town Clerk and the PI School Superintendent are included in the record.

14. Pressnall Drive: The driveway culvert is frozen again and creating back-up issues with water running over the Pressnall driveway and washing out part of it. Andrist has checked it out several times. Richard Pressnall (9303 88th Ave NW) was present and stated he was told by the Corps of Engineers that this creek is a navigable water and he was fined \$250 for straightening out the creek on the place just south of his current place. He also stated this is an unusual situation of a navigable-water creek going in the ditch off a township road. Because of the unusual situation, he was wondering if he could get together with the township to help fix the problem and also fix the problem with the school bus turning and snowplows turning around at the end of the township road. Travis Bruce (9263 88th Ave) was present and stated he thought if the rest of the ditches were cleaned out up to Pressnall's driveway, it would help keep the water from backing up into the Pressnall culvert and further back into his culvert. LaMoyne Bruce (9474 Co Rd 105) was also present and said the ditch needs to be burned every spring to prevent it from plugging up. Several thoughts were discussed including Pressnall buying a new culvert

and aprons and the township installing it along with putting a turn around on the east side of the road. This will be further reviewed on the spring road inspection.

15. Spring MAT Short Course Review: Thomforde and Andrist attended the programs. New CTAS information was presented along with requirements for minimum computer requirements. We are encouraged to wear safety vests on road inspections – six of these have been purchased to cover everybody. There is a suggestion that we show what state funding we will receive is being used for. Andrist stated road maintenance was also reviewed with recommendations for testing gravel. Also, as we are aware, calcium chloride is preferred for road dust mitigation, however, we will use what the county delivers.

16. OCAT Meeting Review: Beyer, Andrist and Thomforde attended. The county will not be charging sales tax to township from now on, but as long as we do the installation on our road, there will be no sales tax to the patron or township. Discussion was held on feedlot size and distribution and a map given to Fahy-Gust. The township will receive a State Township Aid Fund distribution of \$3279. A resolution was proposed designating these State Aid funds go to the Road and Bridge fund to help cover road and bridge expenses. Beyer moved approving the resolution, seconded by Hervey. Resolution 2014-09 was passed with unanimous vote.

17. Spring Road Inspection: Beyer moved the road inspection date of May 10, 2014, beginning at 9 AM, seconded by Hervey, motion carried 3-0. Clerk will post accordingly. If weather is a problem, the date can be reset at the May 13th Regular Town Board meeting.

18. Budgeting a New Office Computer: We will need a new computer to run the new CTAS software later this year. The new CTAS program will not run on Windows XP. The current computer is very slow. Windows Access is a requirement for P&Z on any new computer. Motion by Beyer to allocate up to \$600 for a computer, seconded by Hervey. Motion carried 3-0.

19. Water Cooler purchase: Our drinking water service has been sold and they will start charging rent of \$9/month on the cooler. We can purchase the present cooler for \$55. Motion by Hervey, second by Beyer. Motion carried 3-0.

20. Miscellaneous Mail and Etc.:

The Clerk invoice Byron School District \$228.64 for their share of the election expenses for the bond referendum on Township Election day. We have received a check in payment for the election bill.

Town Board e-mail contacts updated with Olmsted County planning department.

Received the TCPA minutes and agenda for next meeting.

Tax statement – the real estate taxes on the township-owned land almost doubled this year due to the increased land values.

AgPartners has a summer fill program for propane.

21. Road Report:

Mike Wood reported on the Pressnall drive also. A complaint in Douglas was received claiming blockage of the road and crushing of the culvert pipe. Wood can fix the pipe. The complainant actually blocks the road during plowing so snow won't go in the drive and is a bigger issue for road maintenance than the occasional parking of the semi-tractor trailer rig. Wood reported he will be working on tree cutting and trimming as well as spot blading where possible. 105th St is probably one of the worst ones this spring.

22. Planning & Zoning Report:

Fahy-Gust reported no new building permits, no new CUP's, and no variances. There have been quite a number of calls on permits and variances and splits, but nothing has been finalized as of this date.

23. Adjournment: Chair Andrist adjourned the meeting at about 8:26 PM.

Approved by the Board,

Attest,

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk

New Haven Township

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PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET
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Regular Monthly Town Board Meeting Minutes May 13, 2014

- 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 Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer 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:** Andrist requested adding a road inspection of 88th Ave. Beyer moved amended agenda as amended, seconded by Hervey. The motion carried 3-0.
- 3. Comments from the Chair:** Andrist thanked the Dale for purchasing the new flags that are flying outside the town hall and Denny for properly disposing the old flags. She also thanked Ann for weeding and trimming and Brian for providing transportation for the Spring Road Inspection.
- 4. Public Comment Time:** Some were present wanted to hear the road inspection results.
- 5. Permits for Snow Bears Grass Drags:** Leon Plantz (7615 60th Ave NW) requested that the Board once again approve the malt liquor permit, gambling (raffle) permit, and conditional use permit (CUP) for the 20th annual grass drags snowmobile races on September 21st to be held at the Milton Cady farm. Mr. Plantz said the plans are the same as for previous years. Thomforde requested a copy of the insurance policy certificates. Beyer moved approval of the 3 permits and Hervey the seconded the motion. Motion carried 3-0. Mr. Plantz submitted a \$100 check for the CUP fee.
- 6. Meeting recessed to reconvene over at 88th Ave NW.**
- 7. Meeting reconvened at 88th Ave NW:**

At the north end of 88th Ave, Alvin Bruce (9450 Co Rd 105) agreed that the township could remove more trees on the west side and reroute the creek to provide a gentler slope on the west edge of the road.

At the south end of 88th Ave, Richard Pressnall (9303 88th Ave) agreed that he would pay for a new culvert for his driveway and the township will install it and widen the road to the east of 88th Ave to provide for a turnaround for the school bus and road maintenance equipment. Mr. Pressnall will decide the size and length of culvert he wishes to have installed. He also wants to purchase 2 aprons to be installed on the culvert.
- 8. Meeting reconvened at Town Hall.**

9. Minutes for Approval:

April 8, 2014 Regular Town Board meeting written minutes – Beyer moved approval, second Hervey, motion carried 3-0.

April 30, 2014 Board of Appeal and Equalization written minutes – Beyer moved approval, second Andrist, motion carried 2-0.

May 10, 2014 Spring Road Inspection written minutes – Beyer moved approval, second Hervey, motion carried 3-0.

10. Treasurer’s Report: Bob Figy presented a written treasurer’s report detailing all receipts and debits for April 2014. Figy reported the following month-ending account balances:

General / Road and Bridge Account	\$7,213.90
Money Market Deposit Account (MMDA)	\$169,722.69
Laddered CD Reserves	\$600,00.00
Total	\$776,936.59

We have received a check for \$15,360 for road rock and restoration from Xcel Energy for road damages during the power line installation. Hervey moved to accept the Treasurer’s Report, seconded by Beyer. Motion carried 3-0.

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

Old Business

12. 125th Official Map Joint Powers Agreement (JPA): The Board voted not to sign the JPA at the last meeting based on our attorney’s recommendation. Thomforde has forwarded a copy of the attorney’s notes presented at the last meeting to Charlie Reiter at Olmsted County.

13. 117th Street – Baker driveway: This is complete and inspected on the road inspection.

14. 60th Ave Road Plan: Fahy-Gust to invite Kevin Monson to the June Board meeting. Expectation is Wood will do the road and Monson will provide gravel. Beyer will talk to Neil Stolp to get permission from the owner (Dona Fisher, 714 14 St SE, Rochester, MN 55904) to remove the cottonwood trees in the right-of-way.

15. Status of Snow Damage Repair of Gutters: Denny believes the roof blasting damage was fixed last week. No movement on gutter estimates. LaMoyné Bruce recommended connecting with Steve Morris for an estimate. Beyer will follow up.

16. Status of Xcel Energy Road Restoration: Now complete with check received.

17. Renew Keller Quarry Lease: Fahy-Gust to invite Braaten to the next meeting so we can cover some desired points governing the lease such as royalty and black dirt removal. Recommending royalty increases to \$0.45/yd for clay overburden, \$0.75/yd lime stone product

and no black dirt removal. Question was raised if black dirt has been returned. Restoration can proceed on parts of the pit. We need to clarify pit boundaries to protect town hall and agricultural-leased land.

18. New Office Computer:

Thomforde found a nice Dell computer that was higher than the approved \$600 budget approved at the last meeting, so he bought it on approval. The computer and monitor costs \$748.80 including tax. Hervey moved to approve the purchase, and Denny seconded the motion. Motion carried 3-0.

Thomforde recommended considering purchasing a laser printer so we don't need to pay copy centers to make copies for meetings. The cost for the Annual Town Meeting was about \$135, or about half the cost of a laser printer. Denny made a motion to approve an additional \$350 plus tax to purchase a laser printer and new router, seconded by Hervey. Motion carried 3-0.

New Business

19. Spring Road Inspection: Covered in the Spring Road Inspection minutes. Additional discussion from Pressnall road trip – he will purchase pipe and aprons, we will do the work. Additionally he will allow a turn-around construction on the opposite side of the drive. There were also a number of areas where roads washed out from the recent rain, including 110th Ave and 115th St. Mike Wood has done a good job getting roads back in order, however, there is more to be done. Andrist requested to know who owns the old Kenworthy place as this had some problems which contributed to the Devil's Kitchen washing out by the guard rail (owners: US Bank National Association, 425 Walnut St, Cincinnati, OH 45202). Beyer moved approval for completion of all items on the Spring Road Inspection list, with priority on the new items on 115th St and 110th Ave, seconded by Hervey. Motion carried 3-0.

20. Chloride:

Price this year will be \$1.13 per gallon for calcium chloride, which results in \$85/300', which is the ½ split as recommended at the annual meeting and set by the Board.

Office hours will be: May 19th from 5-7pm; May 20th from 5-7pm; May 27th from 7-8:30am, and May 28th from 7-8:30am. Fire signs can be purchased done at the same time. Notices to be mailed by Thursday May 15th for chloride. Hervey noted it should be advertised that fire signs will be done annually.

21. Miscellaneous Mail and Etc.:

Received the TCPA minutes for the last meeting and agenda for next meeting.

MAT Summer Short Course will be in Rochester on June 19th. Andrist plans to attend; Beyer plans be fishing.

Olmsted County elections reported a person wanting to vote who was asked for identification was treated badly. Upon review, this person is listed on the voting roster and was not at the New Haven voting area for the last township election.

Olmsted County Township Officers meeting will be in Byron on May 22nd and Andrist will attend.

22. Road Report: The spring inspection report covered most of what Wood would be discussing. LaMoyne Bruce wanted to know if the township was finished putting up speed limit signs in the township, e.g., Plum Creek Rd. The signs on 88th Ave which signs are advisory signs, not a regulatory signs, and so don't present any liability for the township. The advisory signs on 88th Ave were installed in 2012 at the request of residents along the road to help control speeds.

23. Planning & Zoning Report: Fahy-Gust reported that there were 4 new building permits, no CUP's, no splits, and 1 temporary construction permit for Verizon. She discussed the errors with the Bill Befort 2007 rezoning near Genoa and will convene the Planning Advisory Commission to confer. She will also have them discuss the annexation of the proposed-new-school property to develop a plan to present in June.

24. Adjournment: Chair Andrist adjourned the meeting at about 8:51 PM.

Approved by the Board,

Attest,

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk

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

Regular Monthly Town Board Meeting Minutes June 10, 2014

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 Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer 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: Andrist suggested moving Bob Braaten up in the agenda. Andrist requested a motion to set agenda. Beyer moved to follow the agenda as printed with the modification to move Braaten up front, seconded by Hervey. The motion carried 3-0.

3. Comments from the Chair: Andrist stated that there has been lots of activity at the township; Thomforde has purchased a new computer to meet township needs; roads have been rocked, thank you to Mike; and chloride has been applied. The chloride system works well; thank you Denny for designing the procedure and picking up the stakes, and Ann for collecting checks and making the list of names, addresses, and feet of chloride to be applied.

4. Minutes for Approval:

May 13, 2014 Regular Town Board meeting written minutes – Beyer moved approval, and seconded by Hervey. The motion carried 3-0.

5. Keller Quarry Lease:

Bob Braaten was present to discuss a new lease. He stated that he will be spraying for thistles this weekend, and the black dirt has 4-5 loads to go so he is making progress in bringing back the black dirt (about 40 loads). Mr. Braaten reviewed the recommendations made at the last meeting for increasing the prices on the royalties and that there be no black dirt removed. Mr. Braaten had no issues with the changes. Hervey questioned the ag land perimeter, and he would like to not see the quarry expanded any larger - Mr. Braaten stated that it is about done; there might be 2-3 more years of rock there but won't extend past where the berms are now. The existing lease extension is good to July 15th so at the next meeting Thomforde will put together an updated lease to sign at the next meeting based on the discussion tonight. Beyer moved to approve new contract as discussed, seconded by Hervey, motion carried 3-0.

6. Public Comment Time: None.

7. Treasurer's Report: Bob Figy presented a written treasurer's report detailing all receipts and debits for May 2014. Figy stated we finally received the money from Xcel Energy for road restoration so that bumped up the General Fund. Figy reported the following month-ending account balances:

General / Road and Bridge Account	\$13,638.38
Money Market Deposit Account (MMDA)	\$169,769.89
Reserves in 3 Laddered CDs	\$600,00.00
Total	\$783,408.27

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

8. Review and Pay Bills: Claims were presented to the Board by the Clerk. Fahy-Gust explained the vet bill for \$577.43. A stray dog was picked up north of Douglas by the sheriff. He took it to the dog pound and it has been neglected so they sent it to the vet. A neglect order would be filed against the owner, if located. The dog (an English bull dog) recovered and has since been adopted out to a new owner. Hervey moved to pay all bills seconded by Beyer. Motion carried 3-0.

Old Business

8. 60th Ave Road Plan: Monson was not present; Fahy-Gust to send another invitation. Next on the priority is 115th St/New Haven Rd culvert. We will talk about 60th Ave at the next meeting. Mike Wood will put together an estimate on what needs to be done to make the road in good condition with proper shoulders and ditches and present at the July meeting.

9. Snow damaged gutter repairs: We finally have 2 estimates for repairs and will now progress with the insurance review.

New Business

10. DMC meeting feedback: Andrisc updated the board on the meeting in Pine Island. They estimate the population growth in greater Rochester area will be 173,208 in 30 years. They think some people working in Rochester will live in the surrounding towns thus growing outlying communities.

11. OCAT meeting update: Thomforde reported there were not a lot of participants at this meeting. The county attorney talked about the heroin problem in Rochester but it doesn't seem to have spread to townships yet. Mike Sheehan discussed the recently approved 2 official road maps in the county including 125th St corridor in New Haven Township. The new head of the planning department, Mitzi Baker, introduced herself. The county court house is starting construction on better security for the upper floors.

12. Post Chloride application review: One trail crossing was missed. A couple homes on east 85th St were missed, but were done later. Some folks didn't get bladed before chloride

because they didn't have the stakes out and Mike Wood didn't know they were getting chloride. Some folks didn't have stakes out so we had to search for them before spreading chloride. Cost sharing trail-crossing chloride was not per-approved at the last meeting. Beyer moved to approve sharing the cost on chloride the trail crossings, seconded by Hervey, motion carried 3-0. An invoice was to be sent to the DNR for the cost of their share for 6 trail crossings.

13. Fire Signs: 16 requests have been paid, and no fee waivers have been requested. 12 fire signs were previously installed. There are 487 unique addresses that require mailing. There was some discussion on the best method to notify the residents of the availability of fire signs. Beyer moved to spend an estimated cost of \$500 to send out letters and forms to all residents which can be returned by mail with their checks, seconded by Hervey. The motion carried 3-0. We will continue with blue signs with white letters, even though some other townships have gone with green signs and white letters, because the signs that have been installed in the township are blue.

14. New office equipment: The new computer is installed and the new laser printer and router is up and running. The budget was met. The old computer is still set up and is being used as a back up for now.

15. Miscellaneous Mail and Etc.:

- MAT sent new ID cards for the township officers.
- Courri and Ruppe will do another legal seminar at the town hall on Sept 20th.
- Received the TCPA minutes for the last meeting and agenda for next meeting TCPA meeting tomorrow.
- Community Planning Team meeting tomorrow in Pine Island.
- Olmsted County now has a 0.25% sales tax which we need to charge on any items where we charge sales tax.
- Party affiliated election judges have priority to be selected for the August primary – everyone needs to get training. Thomforde sent out the training schedule.
- Board of Equalization training needs to be scheduled – Andrist is current but we should have another. Thomforde will check to see if he can get Hervey signed up for training.
- Received population census report, can disclose after July 15.
- Count rabies clinic will be held tomorrow.
- Olmsted County Land Use plan is updated and a copy will go to Fahy-Gust

16. Road Report:

We have spread 5600 yds of rock and about 800 yds should be left – Wood wondered if this was correct – should this reference be in tons rather than yds? He will follow up. The edge of the road on 115th has caved in with the rain and a rusted out culvert. Wood will be repairing

ASAP. First pass mowing will be done before the next meeting – requirement is no more than 8 feet from roadway surface before August. The remainder of the mowing can begin starting in August.

17. Planning & Zoning Report:

Planning Advisory Commission meeting on May 20th. Accepted resignations of Al Prestegard and Butch Owens. Jim Tewalt has been nominated as the chair, Leon Plantz as vice-chair, and Bob Lindahl will stay as the secretary. We are down two members. Ann has a list of potential candidates, including Chris Hawkins who is interested in serving. The Commission asked the Board approve him to the Planning Advisory Commission. Beyer made a motion to appoint Chris Hawkins to the Planning Advisory Commission, seconded by Hervey. Motion carried 3-0.

Updated the Board on the upcoming Planning Advisory Commission meeting for extension of the Genoa RSD. A public hearing is set for June 24th at 7:30 PM in front of the Town Board.

Fahy-Gust discussed the Planning Advisory Commission meeting re the school and possible annexation of property, she will be meeting with superintendent and Pine Island officials on this. We want to make sure we don't have more string and balloon issues with the school annexation.

Updated the Board on 2 upcoming variance hearings.

Building permits – 4, Conditional Use Permits – 0, Variances – 0, Splits – 0

18. Adjournment: Chair Andrist adjourned the meeting at about 8:50 PM.

Approved by the Board,

Attest,

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk

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

Regular Monthly Town Board Meeting Minutes July 8, 2014

- 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 Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer and Supervisor Brian Hervey also present. Also in attendance were Road Maintenance Contractor Mike Wood, Treasurer Bob Figy, Planning and Zoning Administrator Ann Fahy-Gust, and Clerk Dale Thomforde.
- 2. Set Meeting Agenda and Order:** Andrist asked for a motion to set agenda. Thomforde requested that the discussion on the propane contract be moved before review and pay bills. Beyer moved to set the agenda as amended, seconded by Hervey. The motion carried 3-0.
- 3. Comments from the Chair:** Andrist mentioned the township had some temporary flooding on 90th and Genoa Road and commented that this time 115th St wasn't an issue.
- 4. Public Comment Time:** None.
- 5. Consent agenda for Approval:**

June 10, 2014 Regular Town Board meeting written minutes – Beyer moved approval, and seconded by Hervey. The motion carried 3-0.

June 24, 2014 Public Hearing written minutes – Beyer moved approval, and seconded by Hervey. The motion carried 3-0.

- 6. Treasurer's Report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for June 2014. Figy stated we finally received the money from Xcel Energy for road restoration so that bumped up the General Fund. Figy reported the following month-ending account balances:

General / Road and Bridge Account	\$13,919.71
Money Market Deposit Account (MMDA)	\$129,813.93
Reserves in 1/2/3-year Laddered CDs	\$601,219.18
Total	\$744,952.82

Figy noted that these amounts don't include the recently received payment of about \$60,000 from Olmsted County for real estate taxes that will be in next month's balance. Beyer moved to approve the Treasurer's Report, seconded by Hervey. Motion carried 3-0.

7. Propane Contract: Thomforde presented an AgPartners offer for a \$1.65/gallon pre-pay contract. He proposed purchasing 1000 gallons based on last year's use. Any prepay amount not used will be refunded at the end of the heating season. Beyer moved approval of purchasing a contract of 1000 gallons of propane, 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 Hervey. Motion carried 3-0.

Old Business

9. 60th Ave Road Plan: No action taken, Fahy-Gust didn't have time to invite Monson. Clerk to send a letter to invite to next meeting. Wood presented an estimate for work. Hervey moved to approve the work, seconded by Beyer. Motion carried 3-0.

10. Snow damaged gutter repairs: Two estimates been submitted and the lower one was approved by our insurance agency. We will hire the local contractor for the gutter work.

11. Keller Quarry: The modifications to the lease rates were discussed. Bob Braaten was present and had no issues. Hervey recommended that the end date changed to July 15, 2016. Beyer requested that the vegetation and trees that have been brought in are burned in the pit rather than buried. Mr. Braaten agreed. Beyer moved approval of the new agreement with the new end date, seconded by Hervey. Motion carried 3-0. The new lease was signed by both parties.

12. Fire sign update: Thomforde sent out letters in mid-June and so far 186 people have signed up for house-number fire signs including 3 that requested a fee waiver. A total of 486 letters were sent out. Thomforde will supply a list of those requesting fire signs and Mike will order and install.

New Business

13. Driveway on 110th – Travis Scrabeck: Water washed over the driveway and Travis Scrabeck feels that a new culvert across 110th is required. The township felt this was an unusual incident, and that flooding there is not the norm. Wood has cleared the culvert and the expectation is that it will not be an issue going forward. Beyer raised the issue of the mailbox location stating that it should not be on the guard rail. The mailman told Beyer he would prefer to have the mailbox back up in the driveway where he turns around. Scrabeck indicated that he did ask the mailman and was given the option to place it there. Wood stated that he plows snow there and it does pile up – mail delivery could be an issue in winter. Scrabeck raised concerns that the culvert isn't unplugged yet. Beyer proposed this be inspected again on the fall road inspection. Andrist stated that the township will continue to review this situation and will act as necessary. Scrabeck then asked what was needed for operating an ultra-light aircraft, he was directed to Fahy-Gust.

14. MAT Short Course: All agreed the morning session ‘Jeopardy’ game was pretty worthless. Thomforde attended election training for the clerks. They also stated 3 locations in the township are required for posting notices. Thomforde’s understanding of the laws don’t really require that. Our Annual Town Meeting approved posting notices on the town hall office door and website, which is what we will continue to use. Hervey attended Board of Equalization training. Andrist learned how to kill weeds and right-of-way mowing rules.

15. August regular town meeting: Because of the primary election we need to reschedule the August regular Town Board meeting. Beyer moved to have the August meeting on August 19th at 7:00 PM, seconded by Hervey. Motion carried 3-0.

16. Election Judges for August 12th Primary Election: Thomforde will get Beyer signed up for election judge training. Judges for the primary will be Mattson, Lindahl, Beyer, Andrist, Thomforde, Figy, Hervey. Thomforde would like to have four judges present, and some of the positions can be filled with split shifts since it is a long 13-hour day. Beyer moved approval of the list, Hervey seconded. Motion carried 3-0. Resolutions were approved allowing each supervisor to serve as an election judge for the August and November elections, signed by the other two supervisors.

17. OCAT meeting July 24th: New Haven is hosting this meeting at our town hall. We will provide sub sandwiches, and Pleasant Grove will provide beverages and desert. Beyer and Andrist plan to attend.

18. Miscellaneous Mail and Etc.:

- Maintenance agreement quotes from Olmsted County for back-up were received. Beyer moved approval, seconded by Hervey. Motion carried 3-0. The agreement was signed.
- Community Planning Team meeting is tomorrow in Pine Island; Thomforde will attend. At the last CPT meeting they stated the current plan is to break ground for the new school in September.
- Received the Township Cooperative Planning Association minutes for the last meeting and agenda for next meeting TCPA meeting tomorrow. Thomforde will attend to observe.

19. Road Report:

Wood reported the culvert on 115th St has been installed, seeding needed. River Heights Road has received 2 loads of fill, with more needed. Two traffic cones went missing on 115th St by where the new culvert was installed. Beyer moved approval to purchase 4 more traffic cones, seconded by Hervey. Motion carried 3-0. First pass mowing has been completed. Wood is blading as time and weather allow. The street sign on 69th Ave/91st St is missing and will be replaced. Ditch cleaning of brush and trees continues. Andrist commented that he did a good job on 115th St and Devil’s Kitchen.

20. Planning & Zoning Report:

Fahy-Gust reported 5 new building permits, no new CUP's, and 2 variances. There have been a number of calls on splits, but nothing has been finalized as of this date. Zoning resolution from last meeting was signed.

Fahy-Gust met with Superintendent Berg-Beniak to discuss annexation of the school property. She has been in contact with the attorney for the school and he understands what steps need to be taken before annexation can occur. At the moment nothing is moving forward since taxes have not been paid on the properties in question.

Fahy-Gust reported she needed to resign from Deputy Clerk because of concerns for insurance and what appears to be lack of check and balance. The clerk now does all the invoice collection, claim printing, check creation, claims list for approval, statement balancing. As an employee she feels she might not be covered by the indemnity insurance if something were to happen, not that Thomforde would do anything, concerns are for down the road. Additionally, if we were to do things as they used to be done prior to consolidating all accounts, she would not have sufficient time to devote to the position. The board was concerned who Thomforde might appoint and he stated that the Oronoco clerk might do the position as was previously planned, but for the standing deputy clerk. Beyer asked Thomforde to check into the insurance coverage.

21. Adjournment: Chair Andrist adjourned the meeting at about 8:10 PM.

Approved by the Board,

Attest,

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk

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

Regular Monthly Town Board Meeting Minutes August 19, 2014

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 Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer and Supervisor Brian Hervey also present. Also in attendance were Road Maintenance Contractor Mike Wood, Treasurer Bob Figy, Planning and Zoning Administrator Ann Fahy-Gust, and Clerk Dale Thomforde.

2. Set Meeting Agenda and Order: Andrist asked to amend the tentative agenda to add 60th Ave under old business. Denny requested to move his report on the 1st District meeting recap he attended at the end of new business. Beyer moved to set the agenda as amended, seconded by Hervey. The motion carried 3-0.

3. Comments from the Chair: Andrist mentioned a lot a things have been going on recently in the town hall. She thanked Denny and Dale for trimming the bushes around the town hall. The primary election was held at the town hall and she thanked Ann for having everything very neat including the bathrooms.

4. Public Comment Time:

Kevin Torgerson (502 10th Ave NE, Stewartville) spoke asking for support of his candidacy for Olmsted County Sheriff.

Tom Suther (7212 117 St NW, Oronoco) spoke asking if the Town Board would consider taking a position on Zip rail. Mr. Suther expressed that the township should consider taking some action since the township mission is agricultural based and that kind of family life and the Zip rail is going to just cut through some farms.

5. Minutes for Approval:

July 8, 2014 Regular Town Board meeting written minutes – Beyer moved approval, and seconded by Hervey. The motion carried 3-0.

6. Treasurer's Report: Bob Figy presented a written treasurer's report detailing all receipts and debits for July 2014. Figy reported the following month-ending account balances:

General Fund / Road and Bridge Account	\$7,397.80
Money Market Deposit Account (MMDA)	\$190,608.29
Reserves in 1/2/3-year Laddered CDs	\$602,482.17
Total	\$800,488.26

Included in these balances are General Fund income for the month of \$4,874.15, General Fund debits of \$11,396.06, and MMDA income of \$60,794.36 which includes a \$60,740.63 property tax payment from Olmsted County. Hervey moved to approve the Treasurer's Report, seconded by Beyer. Motion carried 3-0.

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

Old Business

8. 60th Ave Road Reconstruction: Andrisc stated that at a previous meeting the Town Board had decided to hire Mike Wood to regrade 60th Ave and asked Kevin Monson – Riverside Sand and Gravel (9331 60th Ave) to pay for the road rock needed for the regrading, under the terms of the Conditional Use Permit (CUP). Kevin Monson was present and said he was not happy with the reconstruction. It was agreed the road is currently unfinished. Andrisc stated the road will be 24 feet wide when finished and the Township will send the bill to Mr. Monson for the road rock added to the road.

9. Status of Snow-Damaged Gutter Repairs: Beyer reported the Town Hall gutters replacement has been completed and they look good. We have received a check for the insurance coverage for the repairs and they covered all but the \$250 deductible.

10. House-Number Fire sign update: Thomforde reported we finished taking applications for fire signs for 2014. Thomforde ordered 192 signs for E. F. Anderson and Mike Wood has picked them up. The plan is for Mr. Wood to have the locations marked for a utility locate and the signs installed before fall this year. When completed, about 40% of the township residents will have house-address fire signs. We don't plan to order any more signs this year and Thomforde is keeping a list of individuals that are interested in getting signs next year.

New Business

11. 88th Ave – Turnaround issues: Andrisc recounted that we had a hand-shake agreement on putting in a turnaround on 88th Ave and installing a driveway culvert. That agreement is now off due to the resident's change of mind.

12. Plum Creek Project – Letters from Corps of Engineers and Attorney: The letters received have been reviewed and they don't appear to change anything.

13. OCAT Meeting Recap: New Haven hosted the Olmsted County Township Officers Association meeting on July 24th. We received lots of complements on our town hall. The County Attorney gave an update on the heroin use in the county. Commissioner Jim Bier said the county levy will be going up 3% next year. A lot of construction is going on in the county at this time.

14. New Deputy Clerk: Thomforde has appointed Judy Haglund (Oronoco Township Clerk) to be the new Deputy Clerk to fill in for him if he happens to be absent. She is currently the

Oronoco Township Clerk but will be retiring after the next election. The required papers have been signed and the PI Bank has been informed so she can get signing authority on the checks.

15. Miscellaneous Mail and Etc.:

- Thomforde attended the Zip Rail meeting in Rochester. It is early in the scoping process with 2 main routes being investigated, one down Hwy 52 and one down Hwy 56 by Kenyon. Little specifics on the locations were given. The high-speed train would go from downtown Rochester to either the MPLS airport or St Paul. The public comment period is still open but will close soon.
- Thomforde attended the Township Cooperative Planning Association last month. Most of the discussion was relative to the 3 ft vs. 4 ft septic requirement.
- We received notification from the State that we will receive \$2989 in township aid in 2015, which is down from the \$3279 we are receiving in 2014. CTAS has a special account code to track the use of this money, which the New Haven Board has designated to be used for roads maintenance.
- We receive information on the Greater Minnesota Tax Refund Program. This program supports the expansion of businesses by providing sale tax refunds for qualifying purchases for expanding businesses. To participate in the program a business must be certified by the Minnesota Department of Employment and Economic Development (DEED). Information on the program will be posted on the Township website for any interested residents.

16. District 1 Meeting Recap: Beyer attended the District 1 Township meeting in Plainview. Nate Redalen was reelected District 1 representative to the Minnesota Association of Townships (MAT). Eric Hedtke (MATIT General Counsel) emphasized the importance of the Board annually renewing the townships' road maintenance and snow removal policies to avoid legal problems. The noxious weed list has been updated. Obstructions (including stumps and rocks) in the right-of-way should be removed to exempt the Town Board from personal liability issues.

19. Road Report:

Mike Wood reported he cleaned the ditches on 85th St by Moon's and by Gunderson's. There are two other spots he wants to clean out when he has time to get to them. The culvert on 110th Ave has been replaced with the tile line separated going across the road. Roger Lindahl's culvert has been replaced with a larger culvert. Work on 60th Ave continues, with all the recent rain causing soft spots. He is going to start mowing ditches. Mr. Wood proposed consideration of mowing two passes next year to help control wild parsnip, to be considered later.

20. Planning & Zoning Report:

Fahy-Gust reported 4 new building permits – sheds, etc. – no new houses. Variance hearing is coming up on August 25 for the Board of Adjustment on a building larger than

allowed by ordinance. There will be a CUP public hearing for a personal-use airstrip at the next town board meeting and she will be sending out information before the meeting.

Fahy-Gust confirmed with a school that the new school location is moving ¼ mile east because the current location has a clouded title. We are now back at square one for the split and annexation.

Fahy-Gust reported some initial consideration has started for rezoning some parcels in the Trophy Lake area. This will be a long process that has just begun.

Fahy-Gust proposed a resolution (Resolution 2014-13) to require metes and bounds spits to prevent problems. Beyer moved to approved the resolution as read, seconded by Hervey. Motion carried 3-0. The resolution was signed and notarized.

Beyer asked if we could bill the City of Pine Island for all the work that was done by the Planning and Zoning Administrator on the failed split for the new school. Fahy-Gust didn't think we could but pointed out the township does benefit on the past-due taxes that have been paid on the properties. They will need to annex and rezone the new property before they can start building the new school. Fahy-Gust and the Town Board want to avoid any new string-and-balloon annexations.

21. Adjournment: Chair Andrisc adjourned the meeting at about 8:15 PM.

Approved by the Board,

Attest,

Mary Andrisc – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk

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

Regular Monthly Town Board Meeting Minutes September 9, 2014

- 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 Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer and Supervisor Brian Hervey also present. Also in attendance were Road Maintenance Contractor Mike Wood, Planning and Zoning Administrator Ann Fahy-Gust, and Clerk Dale Thomforde. Treasurer Bob Figy was absent with notice.
- 2. Set Meeting Agenda and Order:** Beyer moved to set the agenda as written, seconded by Hervey. The motion carried 3-0.
- 3. Allan Prestegard Recognition:** Fahy-Gust introduced Allan Prestegard and thanked him for helping her when she was a new Planning and Zoning Administrator. She said everybody agrees he was good to work with on the Planning Advisory Commission and the Board of Adjustment. Dave O'Brien related back to when Allan would come to the town board meetings at the old town hall. Allan got in the middle of building a new town hall and has been good for the township. Mr. O'Brien thanked him for all the time he spent on the different committees and helping the township move forward. Chair Andrist presented a memento to Allan and thanked him for his service and expressed how she appreciated working with him. Allan Prestegard accepted the memento and said it was his pleasure to work with the people of the township because they have a really good crew taking care of business. This was followed by applause from the audience including many who had worked with Allan over the years.
- 4. Braaten Sand and Gravel:** Braaten Sand and Gravel would like to bring in a custom crusher to do a minimum of 12,000 yds this fall. To help pay for the cost of the custom crushing, they would like the township to purchase the crushing of the rock for next year within 30 days of when the crushing is completed. Separate charges for trucking and spreading will be paid when completed next year. Beyer made a motion to purchase crushing of 5,500 yds at the current price of \$6.80 a yard for use on township roads next year, seconded by Hervey. The motion carried 3-0.
- 5. Conditional Use Permit Public Hearing re: landing strip at 9455 110th Ave NW:**

After giving the public hearing ground rules, Chair Andrist opened the public hearing. Trevor Scrabek (9455 110th Ave NW) is the owner of the property and spoke in favor of the Conditional Use Permit (CUP). He would like to construct a 1000 ft landing strip on the west side of his property. He has been flying airplanes a little over thirty years. The last ten years he has flown recreationally out of an airstrip he owned west of Stewartville in Rock Dell Township with no problems. Unfortunately there is no public airport in the Pine Island area. Andrist asked

three more times if there was anyone else speaking in favor, with no takers. Andrist then asked if anyone would like to speak in opposition to the CUP. Tom Suther (7212 117th St) asked how he planned to mitigate the noise. Chris Hawkins (10232 105th St) had a concern that there as already one airstrip permitted within a mile and a half with at two-year CUP, that's up for review again. His concern is how many airstrips are going to be allowed in the area and how the airstrip will be oriented relative to the houses in the area. Andrist asked three more times if there was anyone else speaking in opposition, with no takers.

Planning and Zoning Administrator Ann Fahy-Gust stated she has reviewed Mr. Scrabek's CUP request. He owns 32 acres zoned A2. The Lee CUP permit for the other airstrip in the area has not be activated. The FAA requires a minimum of 10 acres, which is met. She has a letter from MNDOT and they believe it is acceptable. Fahy-Gust recommends an Interim Use Permit (IUP), similar to the previous landing strip, with appropriate conditions such as daylight hours only. An IUP allows for future review and ties the permit to the current owner and not the land itself. It would be a personal use airport and nobody else would be allowed to use it. It is an allowed use of A2-zoned land under our ordinances. Her recommendation is to approve the application as a IUP, and set hours of operation It must remain a private airstrip, and should there be complaints, we would deal with them as the arise.

Beyer clarified that the previous Lee IUP on 105th St did not start construction within a year so that permit has expired.

Chair Andrist gave the applicant another opportunity to speak. In response to concerns about noise Mr. Scrabek said his plane is a 4-cycle 4-cylinder engine with a muffler, and when he flies he is usually going some place and does not hang around.

Chair Andrist asked if anyone else would like to speak before the public hearing was closed. Jim Tewalt (10091 Co Rd 113) wanted clarification on the location. Maps were brought out and the location was shown on the north end of Devil's Kitchen.

Leon Plantz (7615 60 Ave) commented he lives near an airstrip (in Cascade Township) and the plane is a nonevent compared to the Mayo helicopter flying over.

Beyer made a motion to close the public hearing, seconded by Hervey. The motion carried 3-0.

Fahy-Gust recommended a 5-year IUP due to the size of the property with a review after 1 year due to the concerns raised, with a possible extension after 5 years. Hervey said the FAA has a lot of rules and he doesn't have any issues other then it should be an IUP so it doesn't go with the land after sale. Beyer wanted to ensure the owner knows the IUP doesn't go with a sale of the land. Mr. Scrabek said he is aware of that since the same thing occurred with the last place he sold. Hours would be daylight only. Beyer made a motion to approve the 5-year IUP with the conditions as Fahy-Gust set forth, with annual reviews that the conditions are met and at

the end of 5-years, the term may be extended, but not beyond the sale of the land. The motion was seconded by Hervey. The motion carried 3-0.

6. Comments from the Chair: Andrist thanked Dale for fixing the light on the outside flag and plugging the holes for the A/C units to keep the mice out.

7. Public Comment Time:

Jim Daley (5823 Co Rd 103, Byron) requested a driveway permit on the north side of the west end of 85th Street. Larson Bros. LLC owns the land. The driveway would be at the top of a knob and needs no culvert. This field entrance will allow access to the field without crossing a waterway. Mike Wood has looked at it and sees no problems. Fahy-Gust thought it best to bring this one to the Town Board since it is outside of our normal decision making criteria. The Board recommended going ahead with the permit.

Tom Suther (7212 117th St) asked if there was some way the township could provide residents priority for purchasing road rock from the quarry. He said he asked for rock in May and found out last Monday that there is no road rock left. He was wondering if there was some way it could be managed better. Andrist stated there will be more rock this fall. Beyer said Braaten manages the rock. Mr. Suther suggested that if Braaten has orders by May 15th, that they set aside enough rock to fill those orders. Andrist explained we currently have a lease agreement with Braaten Sand and Gravel and it does not come up for renewal for another 2 years. Andrist said the Board would discuss having enough road rock around so citizens could make purchases. Later in the meeting Hervey asked if there was something the township could do to help residents purchase rock. One idea was to go back to delivering rock to residents while delivering rock to the township roads. We will investigate further with Braaten Sand and Gravel.

8. Minutes for Approval:

August 19, 2014 Regular Town Board meeting written minutes – Beyer moved approval, and seconded by Hervey. The motion carried 3-0.

9. Treasurer’s Report: Thomforde filled in for Bob Figy and presented Bob’s written Treasurer’s report detailing all receipts and debits for August 2014. Figy reported the following month-ending account balances:

General Fund / Road and Bridge Account	\$4,056.01
Money Market Deposit Account (MMDA)	\$178,468.68
Reserves in 1/2/3-year Laddered CDs	\$602,482.17
Total	\$785,006.86

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

10. Review and Pay Bills: Claims were presented to the Board by the Clerk. Beyer moved to pay all bills, seconded by Hervey. The motion carried 3-0.

Old Business

11. Status of 60th Ave Reconstruction: Mike Wood is done except for picking rocks and seeding down the ditches. Andrist has checked out and measured the road and it is 24 feet wide. Beyer said the road looks nice with it higher now and the base is firming up nicely.

12. House-Number Fire sign update: Mr. Wood reported that about half of the signs have been installed. The area left to do utility locates on is the NE corner. We found one number out of place on Co Rd 3, and the County has been contacted and we will see how they handle it. If the County changes the address, the township will provide an updated fire sign for the new address since the owner has already paid for one fire sign.

New Business

13. 100 St New Culvert Higher Than the Road (near 10948): Owner Peter McConahey has been in contact with Fahy-Gust and Mike Wood and now has a driveway permit. Mike Wood will be fixing the driveway and will also clean out the ditch. Mr. McConahey will pay for relocating the culvert.

14. 7212 117 St (Thomas Suther) Culvert: Mr. Suther's culvert has seen better days. Andrist has checked it out and said it isn't harming the township road. Mr. Suther can decide when he wants to replace the driveway culvert.

15. Road maintenance / Snow removal policies: Hervey moved to renew approval of the Michael Wood LLC snow removal policy, seconded by Beyer. The motion carried 3-0. Mr. Wood will provide a summer maintenance policy at a later time.

16. Office Windows Repairs: Beyer said Ford Metro can replace the glass if the window is brought into them. Thomforde will investigate.

17. Notifying Town Board of Board of Adjustment Public Hearings: Fahy-Gust explained that the supervisors do not get notice of Board of Adjustment public hearings because if the person does not like the decision of the Board of Adjustment, they must come to the Town Board to appeal.

18. Miscellaneous Mail and Etc.:

- The Town Hall picture has been updated on the MAT website (post-construction picture now).
- We received a notice from Olmsted County about testing our water for nitrates. Thomforde will submit a sample.
- We received notice of an Olmsted County Township Officers Association meeting in Byron on September 25th.
- We received notice of a Community Planning Team meeting on September 10th that Thomforde will be attending to see what is going on with the new school.

- We received notice of a Township Cooperative Planning Association meeting on September 10th. No plans to attend.
- Thomforde got a call from the MN State Auditor and they would like to use our town hall on October 23 to hold some CTAS training sessions for township clerks and treasures. Thomforde will be hosting and attending.
- We received an insurance renewal notice from MATIT. The invoice is \$2564 and will be included in next months bills. We have \$350,000 coverage on the building.
- The free Couri and Ruppe legal seminar for townships will be held in our town hall on September 20th.

19. Road Report:

Mike Wood reported that he finished mowing today. He stated he needs to now do some blading. While mowing they ran into a lot of rocks in the ditches. Andrist told him when they see them, just get rid of them. Stumps in ditches are a problem too and there are quite a few of them on 75th Ave. after the power line installation. We will check them out on the road inspection. Mr. Wood will check into the cost for stump grinding.

20. Planning & Zoning Report:

Fahy-Gust reported 2 new building permits – sheds. The Board of Adjustment approved a variance for a shed larger than allowed by ordinance.

Fahy-Gust has been working with a school on the split for new school location ¼ mile east. It is a five-step process to get the 40 acres split out for the new school and it has not been completed.

Fahy-Gust met with Pine Island and the school to talk about string-and-balloon annexation that is not acceptable. They should consider annexing not just the 40 acres. They are reviewing what they are going to do.

21. Misc: Bob Lindahl thanked the board for installing the larger culvert by his son's place on 110th Avenue. He understands he will be receiving a bill for the culvert and he dedicated the culvert that was removed to the township.

22. Adjournment: Chair Andrist adjourned the meeting at about 8:36 PM.

Approved by the Board,

Attest,

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk

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

Regular Monthly Town Board Meeting Minutes October 14, 2014

- 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 Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer and Supervisor 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:** Beyer moved to leave the agenda as written, seconded by Hervey. The motion carried 3-0.
- 3. Comments from the Chair:** Andrist thanked Dale for replacing the windows in the office.
- 4. Candidate Forum:** No candidates were present to speak.

5. Public Comment Time:

Gary Horton (7220 Dresser Dr NE, Rochester) asked if he could get a wider driveway into the Walt Boyum place he recently purchased. Chair Andrist had checked out the driveway. The driveway is about 24 feet wide at the road and 13 feet at the culvert. Andrist explained if the property owner paid for the culvert and road rock, our contractor would install it. Mike Wood estimated an 18 inch culvert 28 feet long with aprons runs around \$500. Mr. Horton can talk to Mr. Wood when he wants to get a new culvert installed.

6. Minutes for Approval:

September 9, 2014 Regular Town Board meeting written minutes – Hervey moved approval, and seconded by Beyer. The motion carried 3-0.

October 9, 2014 Special Town Board meeting written minutes – Ann Fahy-Gust raised a point of order stating that it wasn't really a Town Board meeting, the County had initiated the meeting. Fahy-Gust questioned whether we really should approve the minutes that were the Town, the County, City and School? It was a joint informational meeting. Andrist thanked Dale for putting the effort into the written version. No action was taken.

- 7. Treasurer's Report:** Bob Figy presented a written treasurer's report detailing all receipts and debits for September 2014. Figy reported the following month-ending account balances:

General Fund / Road and Bridge Account	\$5,530.29
Money Market Deposit Account (MMDA)	\$157,520.72
Reserves in 1/2/3-year Laddered CDs	\$602,482.17
Total	\$765,533.18

Beyer asked if we had received any royalty payments from the quarry recently. We recently received \$417.46 from Braaten Sand and Gravel. Beyer requested to see the current Braaten royal statements at the next meeting. Hervey moved to approve the Treasurer's Report, seconded by Beyer. The motion carried 3-0.

8. Review and Pay Bills: Claims were presented to the Board by the Clerk. Thomforde pointed out that we didn't receive a Culligan bill this month but it will be auto-deducted from our account when due. Beyer moved to pay all bills, seconded by Hervey. The motion carried 3-0.

Old Business

9. Status of 60th Ave Restoration: Mike Wood reported it was seeded and is pretty much done. Several comments were made that it looked good. Thomforde reported he sent an invoice to Kevin Monson for the rock used to restore 60th Avenue. No response yet.

10. House-Number Fire sign update: Mr. Wood reported he has completed installing all of the signs for this year. Thomforde said 192 signs were installed and Mike did a very nice job of placement. Thomforde reported he has had several additional requests for fire signs, but they will have to wait until next year. Fahy-Gust has received an email from a lady that didn't like where the sign was placed, and Ann will forward the email to Thomforde to handle.

11. Road Maintenance Policy: Mr. Wood has started on it and apologized for not having it done. The winter maintenance policy was previously completed and approved by the Board.

12. Office Windows Repairs: Thomforde has completed replacing the 3 fogged-up windows in the office. The bill from Ford Metro for materials will be about \$338.

New Business

13. Annexation of New School Property: Fahy-Gust reported she just received the land surveys at 3:00 PM today. She does not have the deed yet. Hervey received an indirect letter about swapping 125th Street for County Road 31. We will check out CR 31 on the upcoming road inspection. The Board asked Ann to contact our attorney to see if the city can unilaterally annex the property without the town board approval.

14. Road plan for New School: The school needs to get a driveway permit from the township and submit the paperwork to Fahy-Gust. Fahy-Gust will contact the County about doing a car count on 125th Street. Water and sewer work has not started yet, but at some point they will need a ROW permit. The school will also need a plan to get a construction road permit.

15. 7743 60th Ave trees in ROW: Trees are within the 33 feet ROW; about 26 feet from the centerline. The Town Board made a finding that the trees on the Chad Luedke property are within the road right-of-way (ROW) of 60th Ave NW and need to be removed for public safety, liability, and interfere with road maintenance. Beyer moved to proceed with the procedure to remove the trees in the ROW, seconded by Hervey. The motion carried 3-0. The Clerk will start the procedure by sending a letter to Mr. Luedke informing him of the Board decision.

16. Set Date for Fall Road Inspection: Agreed to meet on October 18th at 9:00 AM. The Clerk will post a notice.

17. Recap CPT Meetings: Thomforde attended the Community Planning Team (CPT) meetings on September 10th and October 8th. Much of the discussion at the meetings was about the new school. It will be 103,000 square feet. Four of the five bids have been awarded and they are coming in under budget. They plan to open the new school in September of 2015. Zip rail was also discussed. The library has received funding to digitize all the Pine Island newspapers back into the 1800's.

18. Recap Couri and Ruppe Legal Seminar: Beyer and Thomforde attended the seminar in our Town Hall with about 25 other attendees. The seminar reviewed planning and zoning, roads and cartways, etc. Once again it was educational and the best part is it was free.

19. Recap TCPA Meeting: Thomforde attended the Township Cooperative Planning Association (TCPA) meeting on October 8th. Most of the discussion at the meeting was on subsoil septic treatment systems (SSTS) and the new proposed County ordinance. There are planned open house meetings and public hearings before the ordinance is adopted by the County Board.

20. Recap OCAT Meeting: Beyer and Thomforde attended the Olmsted County Association of Township (OCAT) meeting in Byron on September 25th. State Senator Dave Senjem predicted there will be a propane shortage again this winter so fill your propane tanks. Mike Sheehan said bids are coming in almost double the estimated amounts so they are delaying some road projects. The County levy will go up a maximum of 3.25% next year. Six of the last 7 months the state revenues have been below expectations so there may be budget problems. Zip rail is getting a lot of negative feedback. We received a fancy booklet about the long-range plan for Highway 52.

21. Approve List of Election Judges: Thomforde presented a proposed list of election judges for the election on November 4th. Beyer moved to approve the list of elections judges as written, seconded by Hervey. The motion carried 3-0.

22. Miscellaneous Mail – Clerk:

- Information on energy assistance for this year was received and posted.
- Annual township mileage certification was received. With corrections our mileage will drop a bit. We have about 31 miles of township roads. Thomforde reported we spend about \$5,000 per mile each year for maintenance. We receive assistance of about \$500 per mile each year from the County. Roads are our biggest expense.
- We received notice of a public hearing for annexing some land (across from Willow Circle) into Pine Island on November 18th.
- We received notice of a couple of Olmsted County public hearings.

- We received a couple of emails from a resident on 117th Street regarding lack of availability of road rock for the residents to purchase. Braaten has road rock now. They were only out of rock during part of September.
- Thomforde will order some spare flags for outdoors. Fahy-Gust has two USA flags she will bring in to the town hall.

23. Road Report:

Mike Wood reported that he pushed the ditch out on 105th Street. He also lowered Peter McConahey’s driveway on 100th Street, cleaned out the ditch, and cleared out some the brush in Fisher’s turnaround. Hervey reported the new owners up on the Crow’s Nest would be interested in having a turnaround at the top of the hill if the township is interested. We will check out on the road inspection.

24. Planning & Zoning Report:

Fahy-Gust reported a temporary construction permit for Verizon to do some antenna and tower upgrades.

Two new shed permits.

The orchard had a 2008 electrical permit that is being updated.

Fahy-Gust received a road ROW permit application from Minnesota Energy to run a natural gas line out to the new school along New Haven Road and 125th Street. The road ROW they are using does not take into account the new 125th Street Official Map. Fahy-Gust will set the amount for the permit based on their planned activities.

25. Adjournment: Chair Andrist adjourned the meeting at about 8:17 PM.

Approved by the Board,

Attest,

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk

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

Regular Monthly Town Board Meeting Minutes November 18, 2014

- 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 Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer and Supervisor 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:** Beyer moved to approve the agenda as printed, seconded by Hervey. The motion carried 3-0.
- 3. New School Construction Routes:** Ann Fahy-Gust stated the Board approved the map of construction routes for trucks and signage at the November 5th Special Town Board meeting. The signs are now up. She has heard that traffic on 125th St. is busy. It has been reported that some trucks are stopping on the downside of the hill by O'Brien's pit and she asked that they not stop there. Justin Webster, Kraus and Anderson Project Manager, said they will notify the drivers not to stop along the road on the hill. The school has put out a brochure for the kids to be extra cautious where there is construction traffic. We need add to the website the name of a contact people should call if they see large vehicle construction traffic for school on roads other than 125th St. Mary Andrist stated they are calling her. Deputy Dave Satzke, from the Olmsted County Sheriff's Department was present and is going to try to help keep this area safe. Deputy Satzke said this is new territory for them since they are used to having schools within the cities. He has given his contact information to Ann so he can be contacted if there are any concerns. Pine Island Public Schools Superintendent Tammy Berg-Beniak was present and said they have been getting a lot of calls too and if any issues come up to please contact her. Ann Fahy-Gust stated we need to keep the public informed by posting information on the website and in the minutes. She feels that we have this well covered. Calls about road issues with 125th Street. should be directed to Ann and she will contact Mike Wood as needed. The big rocks and culverts that were in the road right-of-way have been moved. Superintendent Berg-Beniak added that there are weekly meetings onsite so that if we hear of any issues to let them know so they can be addressed. There were 1116 yds of road rock spread on 125th Street before the rain/snow last week. (\$14,285 was invoiced to the Pine Island Public Schools, leaving \$17,715 remaining of the up to a maximum of \$32,000 allocated by the School for road rock as needed.)
- 4. Comments from the Chair:** Chair Andrist pointed out that the November Town Board meeting was rescheduled due to Veterans Day and thanked the two veterans on the Board, Denny Beyer and Bob Figy, for their service. She also thanked Brian Hervey for providing the bus the fall road inspection.

5. Public Comment Time: No one came forward to speak.

6. Minutes for Approval:

October 9, 2014 Special Town Board meeting written minutes – Hervey wanted the minutes to clarify that the earliest the County would begin construction on 125 Street is 2017. Beyer moved to approve with the changes, seconded by Hervey. The motion carried 3-0.

October 14, 2014 Regular Town Board meeting written minutes – Hervey moved to approve, seconded by Beyer. The motion carried 3-0.

October 18, 2014 Fall Road Inspection meeting written minutes – Hervey moved to approve, seconded by Beyer. The motion carried 3-0.

November 5th Special Town Board meeting written minutes – Fahy-Gust pointed out that it should be clarified that the School approved to pay up to a maximum of \$32,000 for rocking this fall and next spring. Beyer moved approval with changes, seconded by Hervey. The motion carried 3-0.

7. Treasurer’s Report: Bob Figy presented a written treasurer’s report detailing all receipts and debits for October 2014. The October month-ending account balances are:

General Fund / Road and Bridge Account	\$7,443.60
Money Market Deposit Account (MMDA)	\$157,564.87
Reserves in 1/2/3-year Laddered CDs	\$602,482.17
Total	\$767,490.64

Figy reported we have received to total of \$1,532.79 so far this year in rock royalty payments from Braaten Sand and Gravel. Hervey moved to approve the Treasurer’s Report, seconded by Beyer. The motion carried 3-0.

8. Review and Pay Bills: Claims were presented to the Board by the Clerk. Thomforde will contact Culligan to see why we are no longer receiving invoices from them. All Supervisors signed affidavits so they could be paid for serving as election judges at the same hourly rate as all other election judges. Hervey moved to pay all bills, seconded by Beyer. The motion carried 3-0.

Old Business

9. 7743 60th Ave trees in ROW: Thomforde notified the owner by certified letter that the Town Board had a finding that the trees in the right of way needed to be removed and if he disagreed he could ask for a hearing within 14 days of receiving the letter. No hearing was requested and Thomforde talked to the owner and confirmed he didn’t want any of the wood from trees. He only asked that we be careful not to damage a small tree near the trees in the ROW that are being removed. Mike Wood will remove the trees.

10. Road Maintenance Policy: Mike Wood presented his proposed Road Grading Policy for summer maintenance of the roads. Next spring we need to talk about how to handle notification of the spreading of road rock for the residents and drivers on the roads. Chair Andrist proposed we review the policy again in the spring before grading season and once approved, post it on the website.

New Business

11. Review Fall Road Inspection Items: Items from the October 18th Road Inspection were reviewed. Wood said he would add a *Township Road Ends Here* sign on 69th Ave. He will also flag stump obstructions in the ROW (Right-of-Way) with delineators. Ann volunteered to write a letter to Xcel Energy about the stumps they left in the ROW after the power line installation. The remaining items are left up to Wood to prioritize and complete as time and weather permits.

12. 60th Ave Town-Line Road Agreement: Thomforde presented a draft agreement for consideration. He has presented the same agreement to the Oronoco Town Board, with the understanding that it is a working draft not approved by the New Haven Town Board. Thomforde tried to draft the agreement using his understanding of the current working terms with a change on handling tree removal in the ROW. Another thing we may want to address is the different chloride policies. Work will continue with Oronoco Township to come to a final agreement.

13. Recap Oct 23 CTAS Training Sessions: The State Auditor held two CTAS version 8 training sessions at our Town Hall. This was the only location that had a full 40 registrations for both the morning and afternoon sessions. Thomforde hosted and attended both sessions. They were very impressed by the Town Hall and appreciated us letting them use it for the training sessions.

14. Recap SSTS October 28 Open House: Andrist and Thomforde attended the meeting at the Byron Fire Hall. They had a full house with standing room only at the open house and the County Planning Department presented a summary of their proposed ordinance. If it passes, everyone will have to get their septic system inspected every 3 years by a licensed inspector. Fahy-Gust expressed concerns that the township will have to enforce the new ordinance.

15. Recap November 4th Election: Thomforde stated the team of election judges did a great job and everything went well. We had 536 voters at the Town Hall and 28 absentee voters through the County for a total vote of 564. With 876 registered voters that resulted in a 64% turnout. The County as a whole had a turnout of about 59%. It worked out well having split shifts for some of the elections judges since 15 hours makes for a long day.

16. Miscellaneous Mail – Clerk:

- We received a letter from the Administrative Judge approving the annexation of the school property into the City of Pine Island.

- Thomforde filed a certification with the County listing the Supervisors trained for the Board of Appeal and Equalization. Andrist and Hervey are trained.
- The well water test from the County results are good with less than measurable levels of nitrates.
- We received a notification of another extension of time on the CapX2020 settlement litigation. We are not directly involved in this litigation.

17. Road Report:

Mike Wood reported he has removed the wood chips from the ditch 105th Street. He will be working on removing the trees in the ROW and flagging the stump obstructions with delineators.

18. Planning & Zoning Report:

Ann Fahy-Gust reported two permits, no splits, and no CUPs.

Fahy-Gust met with Olmsted County along with Elmer Stock on some foreclosed properties. There are several illegal parcels remaining that are land locked or don't meet the minimum size requirements. There are two parcels that will require variances. Elmer Stock (1863 Riverview Rd SE) asked if we could do a 2-for-1 on the fees for variances. Fahy-Gust doesn't want to go ahead on the variances until the easements issues are resolved. She will also check into the costs involved to see if the township can grant any break on the fees. She asked that we review this issue again at the next Town Board meeting.

We got a nice thank you note from the Pine Island Student Council for letting them use the Town Hall for their retreat.

The Saddle Club will be returning their key to the Town Hall with the resignation of Al Prestegard.

Denny asked if the Tractor Club could use the Town Hall for a pot luck retreat. Andrist moved to waive the hall rental fee, and seconded by Hervey. The motion carried 3-0.

19. Adjournment: Chair Andrist adjourned the meeting at about 8:19 PM.

Approved by the Board,

Attest,

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk

New Haven Township

OLMSTED COUNTY, MINNESOTA — ORGANIZED IN 1858
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Regular Monthly Town Board Meeting Minutes December 9, 2014

- 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 Mary Andrist. Quorum requirements were met with Supervisor Denny Beyer and Supervisor 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:** Hervey moved to approve the agenda as printed, seconded by Beyer. The motion carried 3-0.
- 3. Review Braaten 2015 Road Rock / Trucking Rates:** Bob Braaten and Robin Heim from Braaten Sand and Gravel were in attendance and presented the new rates for 2015. This is the first rate increase in at least 2 years and is required due to the increased costs for stripping and crushing. The net price per yard will go up in 2015 by \$0.25 per yard to \$13.05 per yard for rock delivered for the township. Trucking rates for the 5,500 yards of crushed rock the township purchased this fall will be \$6.25 per yard, for a total of \$13.05 per yard for rock delivered. Additional rock will be \$8.50 per yard for crushing and \$4.55 per yard for trucking for the same total of \$13.05 per yard for rock delivered. Rock picked up by Mike Wood for township roads will be \$8.50 per yard. The retail price for rock will be at least \$9.75 per yard with a royalty payment of \$0.75 going to the township. Township residents wanting road rock should continue to make arrangement through Braaten Sand and Gravel. Beyer moved to approve the new rates as presented, seconded by Hervey. The motion carried 3-0.
- 4. Comments from the Chair:** Chair Andrist pointed out that the New Haven tax mill rate numbers are the lowest in Olmsted County and asked to have the numbers posted on the website.
- 5. Public Comment Time:** No one came forward to speak.
- 6. Minutes for Approval:**

November 18, 2014 Regular Town Board meeting written minutes – Hervey moved to approve, seconded by Beyer. The motion carried 3-0.

7. Treasurer's Report: Bob Figy presented a written treasurer's report detailing all receipts and debits for November 2014. The November month-ending account balances are:

General Fund / Road and Bridge Account	\$5,671.22
Money Market Deposit Account (MMDA)	\$107,605.47
Reserves in 1/2/3-year Laddered CDs	\$603,747.98
Total	\$717,024.67

Figy pointed out that after last month, we received the second ½-year tax payment from the County of \$71,103. We also received payment for the road rock for repairing 60th Ave from Riverside Sand and Gravel for 13,466.70. Beyer moved to accept the Treasurer's Report, seconded by Hervey. The motion carried 3-0.

8. Review and Pay Bills: Claims were presented to the Board by the Clerk. Thomforde will send out invoices for two culverts for the landowners to reimburse the township. Thomforde contacted Culligan and corrected the email address so we should be receiving regular Culligan bills. Hervey moved to pay all bills, seconded by Beyer. The motion carried 3-0.

Old Business

9. 60th Ave Town-Line Road Agreement: Thomforde received an email from Mark Thein, Oronoco Town Board Chair, regarding the proposed 60th Ave Town-Line Road Agreement. Mr. Thein asked if New Haven Township would like to share in the cost of the driveway put in on the Chilson property on the east side of 60th Ave., chloride part of the road, and cost share for any non-maintenance improvement work on their end. Hervey moved to reply no to these requests, seconded by Beyer. The motion carried 3-0.

10. Road Maintenance Policy: Thomforde presented a reformatted version of Mike Wood proposed policy for summer road maintenance presented at the last meeting. Beyer moved to approve the road maintenance policy as written, seconded by Hervey. The motion carried 3-0.

New Business

11. Road and Town Hall Maintenance Contracts Expire April 15, 2015: The current road and town hall maintenance contracts expire April 15, 2015. Thomforde presented a proposed draft of a notice calling for quotes. Fahy-Gust pointed out it was confusing the way it was written on how the items for quotes are split. Thomforde will modify to clarify how the items are split and post and publish.

12. Summary Township March 2015 Election Calendar: Thomforde posted the candidacy filing notice and published once in the Zumbrota Shopper and the Post Bulletin. It will be published once again in each paper as required. Nothing else needs to be done by the Board before the next town board meeting. We have to use optical-character-reader ballots since we have over 500 registered voters in the township and thus have to use the Automark ballot marking machine. The township will handle our own absentee ballots. There were a few

changes to the law since the last election. We must maintain a list of accepted absentee ballots. The individual limits for contributions to campaigns has increased from \$300 to \$600. Also, the financial disclosure reports of candidates must be maintained on the website for 4-years. Absentee ballot applications can be filed by fax or email in addition to by mail or in person. The clerk's office will be open January 13, 2015, from 1:00 PM to 5:00 PM, for last minute candidacy filings.

13. 2015 House-Number Fire Sign Program: Thomforde presented a draft proposal for the fire sign program for 2015. He proposed keeping the cost to the residents the same as last year. Also, the 2015 fire-sign program is the last year the township currently plans to offer signs to residents. Andrist moved to approve as written, seconded by Hervey. The motion carried 3-0.

14. Heritage Town Board Recognition Dinner: Fahy-Gust asked if we want to do the Town Board Recognition Dinner again this year. Last year we had an attendance of about 12. We will table any decision until March or April to consider holding it at a later time in the year when the weather is better than in January.

15. Miscellaneous Mail – Clerk:

- We received a letter from the Minnesota State Auditor thanking us for the use of the town hall for the CTASv8 education sessions.
- We received the proposed tax statement for 2015 for town hall agricultural property. This year they went up 34% with the new school levy.
- Thomforde compiled and distributed to the board a chart of the mill rates for 2015 for the townships in Olmsted County.
- There is a Community Planning Team meeting on December 10th in Pine Island that the Clerk plans to attend. It was suggested to show them the chart of mill rates.
- There is a TCPA meeting on December 10th which we are associate members. No one plans to attend this meeting from the township.
- We received a notification from Couri and Ruppe that their attorney rates will be going up next year to \$175 per hour.
- We received a list of courses for certification for onsite sewage treatment inspection. Fahy-Gust pointed out that we may want to consider getting another septic system inspector for the township since GGG is also doing the survey work for Elk Run.
- Fahy-Gust is working on putting together new fire-permits and getting books at Staples. We will need them by the Annual Meeting since many residents pick them up at that time.

16. Road Report:

Mike Wood put markers in by the stumps in the right-of-way (ROW) on 85th St, 75th Ave, and 105th St. Mr. Wood should go ahead and remove the trees in the ROW on the west side of the south end of 60th Ave. Also, he should go ahead and flag the stump on the east side

of the north end of 60th Ave and hopefully at some point we will have a town-line road agreement with Oronoco and they can remove the stump.

17. Planning & Zoning Report:

We had two building permits this month. There were 22 building permits for the year.

No Conditional Use Permits (CUPs) this month.

There are no splits or variances yet on the Elmer Stock foreclosed properties.

Hervey asked if we could create a zoning buffer along 125th St between the city and the township. Fahy-Gust said the Planning Advisory Commission has been considering the possibility of rezoning some areas. Fahy-Gust said that generally we would need a landowner petition to go to R1 or RA zoning. The Planning Advisory Commission will be meeting again in January.

18. Adjournment: Chair Andrist adjourned the meeting at about 8:12 PM.

Approved by the Board,

Attest,

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk