

New Haven Township

OLMSTED COUNTY, MINNESOTA – ORGANIZED IN 1858
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Annual Town Meeting Minutes March 8, 2016

The Pledge of Allegiance was recited and the 2016 Annual Town Meeting of New Haven Township was called to order by Town Clerk Dale Thomforde at about 3:00 PM. An estimated 30 patrons were present.

After welcoming comments, Thomforde requested nominations for the meeting moderator. Dave Klann (7143 75th St) nominated Mary Andrist; seconded by Wendell Zwart (8383 75th Ave NW). No other nominations were made. The motion carried unopposed on a voice vote.

Mary Andrist (11233 Co Rd 3 NW) took over as moderator of the meeting. Handout packets were distributed including a tentative agenda and the 2015 Annual Meeting minutes.

Dale Hayward (10145 CR 113 NW) made a motion to set the agenda as printed; seconded by Dave Klann. The motion carried unopposed.

Review 2015 Annual Town Meeting Minutes – Dave Klann made a motion to dispense with a reading and approve the minutes as printed; seconded by Wendell Zwart. The motion carried unopposed.

Treasurer's Report – Town Treasurer Bob Figy directed attention to the New Haven Township Financial Summary in the handout showing the account balances for year end 2013, 2014, and 2015. The 2015 year-end balances for each account were:

General Road and Bridge Account	\$ 8,014.92
Planning and Zoning Account	\$ 1,657.41
Money Market Deposit Account (MMDA)	\$ 92,458.87
Certificates of Deposit (CDs)	\$ 609,341.73
Year End 2015 Total	\$ 711,472.93

Figy pointed out that we came in \$2,665.66 under budget for the year spending less than anticipated. He concluded that we are sitting pretty good financially with no problems.

Board of Audit and Financial Summary – Town Clerk Dale Thomforde reviewed the Board of Audit report in the handout. Clerk Thomforde verified the books balanced with the CTAS (City and Township Accounting System) program we use. Treasurer Figy verified the books balanced with the bank statements. Two items per month were selected at random for audit and review. No anomalies were noted in the audit and all records appeared in order.

Thomforde directed attention to the annual levy numbers in the Financial Summary. In 2014 the levy was cut by about 50%, to reduce the cash reserves over a 5 to 10 year period. The

levy numbers have been fairly stable over the last 3 years. The Financial Summary includes details of the Planning and Zoning receipts and disbursements and General Fund and Road and Bridge receipts and disbursements. Property taxes received from the County were short about \$6,000 this year due to delinquent taxes. Overall, we came in a little under budget. Also included in the packet are copies of the summary reports that are sent to the State Auditor, annotated to explain each line item. Thomforde then pointed to the table of the tax mill rates for the townships in Olmsted County. New Haven Township has the lowest tax mill rates in the county. The closest township (High Forest) has 30% higher taxes than New Haven. It was pointed out that the tax mill rates in Pine Island are over 13 times higher than in New Haven Township. Cities have higher taxes since they provide additional services like sewer and water. The mill rate chart also includes a line showing that the New Haven tax mill rates would be about 65% higher if excess cash reserves were not being used to pay some of the current years expenditures and reduce the levy. Thomforde summarized that New Haven Township is in great financial shape with the lowest taxes and highest cash reserves in Olmsted County.

Wendell Zwart asked when the township would receive the delinquent taxes that are due. Thomforde said the township will receive them once they are paid to the County, which could take up to 5 years. Elk Run currently has a lot of back taxes. Ann Fahy-Gust (12851 Co Rd 5) added that the taxes have to be paid before land is sold, split, or developed. She also stated about 50% of Elk Run land is in the township and about 50% is in the City of Pine Island.

Annual Fire Report and Budget was presented by Supervisor Brian Hervey who is the Town Board representative to the PI Area Fire District. The Fire District is made up of 5 rural townships. Hervey went through and explained the chart in the handout showing the Fire District dues for the townships for 2016. With the new Fire Chief they haven't received a lot of the information that we would normally receive. They are looking at buying a new smaller 4x4 500 gallon tanker truck sometime in the future to get into some tighter rural areas. Dues are up about 7.8% for 2016. The dues for New Haven Township for 2016 are \$36,356, which is a good value for the township.

House Number Fire Signs – Clerk Thomforde reported that about 400 residents have purchased fire signs over the last 2 years at a reduced cost. This covers about 3/4ths of the residents. In 2016, the township will install a fire sign for any resident for the price of \$50. Interested persons should submit an application by August 1st if they want a sign installed in 2016.

Road Report by Contractor Mike Wood – The township has 31.23 miles of township roads and a population of 1,213. Mr. Wood explained his written summary report that was included in the handout packet. A list of the roads worked this year was provided. Also included was a list of roads where tree and brush cutting was done, ditch cleaning, fixed soft spots, and replaced rusted-out culverts. A lot of work was done this year on 125th Street fixing soft spots and fixing drainage. A major project this year was ditch work on 110th Ave NW in the Devil's Kitchen area cleaning out ditches and added rip rap.

Quarry Report – Treasurer Bob Figy pointed out in the Financial Report where it shows the township received \$3,778 in royalties from the rock quarry. The royalty fees were raised to \$0.75 per yard this year.

Planning & Zoning report – P&Z Administrator Ann Fahy-Gust presented a written report that was included in the handout packet. Summary activity for 2015 was presented, along with 2014 and 2013 for reference. The township had 20 building permits issued in 2015. Three metes and bounds splits, 3 septic permits, 1 conditional use permit, 1 variance, 1 boundary adjustment, 242 burning permits, and 40 town hall rentals. Additional activities in 2015 included the chloride application program and support for the school, including annexation, power, and roadway maintenance. She felt that for P&Z Administration annual cost of \$4,712, the township received a good value; minimizing permit costs, having flexible meeting hours, and providing competent oversight to annexation and zoning change issues. A 5-year graph was presented showing the historical trends, with significant increases in town hall rentals. Wendell Zwart asked for an explanation of the zoning change in Genoa. Fahy-Gust explained the process that began in 2014 to increase the Rural Service District (RSD) zoning near Genoa to allow smaller lot sizes. This was completed 2015 and includes about 20 acres.

Jerry Berg (13040 New Haven Rd NW) asked if he could get chloride applied twice in a year due to all the traffic with the new school. He likes the road when it is rough since it helps keep down the traffic. The Town Board will have to look into a possible second application.

2016 Budget – Clerk Thomforde reviewed the 2016 budget that has been approved by the Town Board. The township levy for 2016 was set by the electors at the 2015 Annual Town Meeting. Assuming most things stay about the same, with some funds added to the budget to maintain the new school roads, the budget ends up using \$96,128 from the cash reserves. This is at the high end of the amount of reserves that the township would like to see used in a year.

Wendell Zwart asked for a summary of the plans for 125th St NW and the new county highway. Thomforde pointed out the map on the wall of the planned CSAH 5 extension, with construction planned to start in 2017, and the west section paved to the school in the summer of 2018. Two lanes are planned to begin with until the need arises for a 4-lane highway. The east section will be done later, with a longer bridge over the Zumbro river than was originally anticipated. Comments are welcome on the comment sheets provided. All dates are best case dates and are dependent on the County securing funding. New Haven Township will need to maintain the current 125th Street NW through spring of 2017.

Bill McNallan (12246 Co Rd 113 NW) asked if it would have been better to trade 125th Street to the County for another road? Mary Andrist commented that we hadn't received any hard and fast offers for trading roads. Brian Hervey said that at one time we heard some rumblings about trading for Co Rd 31 NW, but that road is quite a bit longer and needs a lot of work. It is an additional expense to the township residents for each mile of road that is picked up. He said we take better care of the gravel roads than the County. Brian Hervey added that we

were asked by the School District to close 125th Street. He pointed out a picture from the School District posted on the bulletin board showing their proposed road closing. He said we have done everything possible to make the road as good as we can and keep it open for the construction traffic to build the school. The township did spend township funds cleaning out the ditches to help dry out the road. New Haven Road is also getting a lot more traffic than expected, with over 200 cars a day. Mr. McNallan said the hill by the school didn't need to be cut down. He said according to the meeting that was held, all that needed to be done was to lower the speed limit. It was pointed out that by state law, we cannot lower the speed limit without permission from MNDOT.

Wendell Zwart asked if the \$1,000 for maintenance of the school roads is sufficient for 2016? Andrist and Hervey said that is a minimum and we will spend what is needed to keep up the roads, but since 125th Street will be torn up in 2017 with the new road construction, it doesn't make sense to put a lot of extra money into that road.

Township Questions – *Binding unless changed by subsequent Town Meeting*

2017 Road and Bridge levy – Town Board recommends keeping the levy at \$50,000. Dale Hayward moved keep the Road and Bridge levy at \$50,000; Dave Andrist (11233 Co Rd 3 NW) seconded. The motion carried unopposed.

2017 General Fund levy – Town Board recommends keeping the levy at \$30,000. Dave Klann moved to keep levy at \$30,000; Dave Andrist seconded. The motion carried unopposed.

2017 Fire and First Responders Levy – Town Board recommends setting the levy at \$36,356; the 2016 dues. Dave Klann moved to set the fire levy at \$36,356; Jerry Berg seconded. The motion carried unopposed.

The resulting total levy set by the electors for 2017 is \$116,356 for the above three items, which is a 2.3% increase from 2016 levy of \$113,782.

Set time and location for next Annual Town Meeting – by law it must be held on March 14, 2017, with a bad weather date of March 21, 2017. Jerry Berg moved to keep the Annual Town meeting time at 3:00 PM at the town hall; Dale Hayward seconded. The motion carried unopposed.

Set time for next Annual Town Election – Dave Klann moved to keep the Annual Town election at the same time, 5:00 PM to 8:00 PM on Tuesday March 14, 2017; Dave Andrist seconded. The motion carried unopposed.

Set a maximum for the town board to spend to commemorate an event of historical significance to the town, to recognize volunteers, service efforts, and to recognize town officers, or to host or support a community celebration, under Minn. Stat. §365.10, subd. 12. \$553 was spent in 2015 for 4H volunteers and Jerry Postier flowers. Town Board recommends an authorization of a total maximum of \$2,500 for 2016 for all above items. Dale Hayward moved to set as recommended; Dave Andrist seconded. The motion carried unopposed.

Township non-binding recommendations to the Town Board

Cemetery budget (\$2500 each / \$7500 total in 2015) The Board recommends continuing to give \$2500 each to each cemetery in the township. Dave Klann made a motion to continue the \$2500 donation to each cemetery; Dave Andrist seconded. The motion carried unopposed.

Gopher bounty (2015 – \$2.50 per pocket and \$1 for streakies) Jerry Berg moved to keep it the same; Dale Hayward seconded. The motion carried unopposed.

Township Officers compensation (2015 – \$1000 annual stipend for Supervisors, \$2000 annual stipend for Treasurer, \$3000 annual stipend for Clerk; \$20 per hour for additional services and \$65 per meeting; clarified by Resolution No. 2012-15; unchanged since 2007.) Last year Mary Andrist handed out a study she did of the 5 townships in Olmsted County. The Town Board is satisfied at the current compensation levels and recommends keeping it the same. Andrist noted that she doesn't take an hourly wage for services or mileage, but felt it was good to have on the books. Dave Klann made a motion to keep it the same; Dale Hayward seconded. The motion carried unopposed.

Township newspaper for legal notices (2015 – Post Bulletin and News-Record) Dave Klann moved to keep it the same; seconded by Dave Andrist. The motion carried unopposed.

Posting notices (2015 – Township door and Township website with email notification of updates for those requesting). Dave Klann moved to keep them the same; seconded by Dave Andrist. The motion carried unopposed.

Official Bank (2015 – Pine Island Bank) –Dave Andrist moved to keep Pine Island Bank as the official bank; second by Jerry Berg. The motion carried unopposed.

Dust-Mitigation Chloride Application (2015 – 50% / 50% cost share between township and patrons for first 300 ft – 600 ft for corner properties, no private driveways). Dave Klann moved to keep the same including help, if possible, for a second application for those on the new school roads; seconded by Jerry Berg. The motion carried unopposed. Dave Klann moved for a second application also with a 50% / 50% cost share for those on the new school roads (125th Street NW and New Haven Rd NW north of 125th St); seconded by Jerry Berg. The motion carried unopposed.

Burning Permits (2015 – \$5 for annual permit March-March, free if attending the Annual Meeting or any Town Board Meeting.) Dave Klann moved to keep it the same. Seconded by Dale Hayward. The motion carried unopposed.

Other Township Business

Richard Keane spoke on behalf of St. Michaels Cemetery thanking the residents of New Haven Township and the Town Board for their support. Mary Andrist thanked those maintaining the cemeteries so they don't land back on the township. She said all three

cemeteries are well maintained and the township is glad they can provide some help, and the 4-H group helps with the cemeteries every other year.

Mary Andrist asked for anyone having comments on the proposed new 125th St/CSAH 5 road extension to fill out a comment form and they will be forwarded to the planners.

Adjournment

With no further business before the electors and no further comments or questions from anyone present, Moderator Andrist adjourned the meeting at about 4:20 PM.

Approved by the Board,

Attest,

Denny Beyer – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk