

New Haven Township

OLMSTED COUNTY, MINNESOTA — ORGANIZED IN 1858
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9024 COUNTY ROAD 3 NW, ORONOCO, MN 55960

Regular Monthly Town Board Meeting Minutes February 14, 2017

- 1. Call to Order:** The Pledge of Allegiance was recited and the regular-monthly meeting of the New Haven Town Board was called to order at 6:30 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, 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. Comments from the Chair:** Andrist thanked everyone for coming on this Valentines Day.
- 4. Pine Island Public Schools Superintendent:** Superintendent Tamara Berg-Beniak gave a presentation expressing gratitude to the community for support of the new school and downtown school remodeling.
- 5. Public Comment Time:** No one from the public came forward to speak on items that were not otherwise included in this agenda.
- 6. Consent Agenda:** Hervey moved to approve the January 10, 2017, Regular Town Board meeting minutes as printed, seconded by Beyer. The motion carried 3-0.

Old Business

- 7. Election calendar:** Thomforde presented an updated election calendar for the March township election. Andrist and Thomforde attended the absentee voting training by Olmsted County elections. We had one candidate filing for each of the open offices.

New Business

- 8. Review 120th Street and abandoned section maintenance:** Andrist asked if anyone knew exactly where the township road ends on the east end of 120th Street NW. From the aerial photos and maps, it is believed the township road ends at about the *Stop Ahead* sign and the power pole. The City agreed to maintain the abandoned road serving the one driveway. The Board agreed to continue to plow 120th Street NW up to the frontage road since road maintenance has to go to the frontage road to turn around. A *Township Road Ends* sign will be added on the *Stop Ahead* sign pole, or near it. A copy of the Pine Island – MNDOT agreement, along with the emails exchanged regarding the abandoned road, were introduced into the record.
- 9. Advertise for quotes for road and outdoor town hall maintenance:** Thomforde presented a draft call for quotes. It was decided to open the quotes at the April 11th Town Board meeting. Thomforde will publish and post a notice for individual contracts for the separate items.

10. Rural Fire Association report: Hervey attended the Rural Fire Association meeting. OSHA required some changes and training last year. They also had a major problem with a pump that had to be fixed. The City helped purchase a brush truck. As a result of increased expenses, the New Haven Township bill for this year will be \$42,974, up from \$40,097 last year.

11. CD renewal resolution: Thomforde presented a resolution to withdraw about half of the funds from a maturing 3-year CD, and deposit them into the money market fund. These funds may be needed to pay expenses this year before the property tax payments are received from the County. Hervey moved to adopt the *Resolution Regarding Maturing Certificate of Deposit #2017-07*, seconded by Beyer. The motion carried 3-0. Treasurer Figy will deliver a copy of the adopted resolution to the Pine Island Bank.

12. Review proposed 2017 Budget: Thomforde presented an updated 2017 budget that includes the new Rural Fire Association expense for 2017. This budget anticipates the use of about \$69,323 cash reserves, which is in line with the long-term plan to reduce the Township cash reserves to about 1-years expenses. Beyer moved to approve the 2017 budget as presented, seconded by Hervey. The motion carried 3-0.

13. Set date for March regular Town Board meeting: Hervey moved to hold the March regular Town Board meeting on March 7, 2017, at 6:30 PM, seconded by Beyer. The motion carried 3-0.

14. January 26 OCTOA meeting recap: Beyer reported that at the Olmsted County Township Officers Association (OCTOA) meeting, District Director Nathan Redalen said a number of townships have not attended Minnesota Association of Townships (MAT) training sessions and have not been doing things correctly. This does not include New Haven Township. He also reported that we will get another worker's comp rebate this year due to the low claims rate. There was some further discussion on a common dog ordinance for Olmsted County and using the Rochester dog pound facilities. Thomforde reported there will be a bus to the capitol on March 8 to talk to the legislators, and the District 1 banquet will be on March 11th in Stewartville. No one from New Haven Township plans to attend.

15. Treasurer's Report: Bob Figy presented a written treasurer's report detailing all bank accounts receipts and debits for January 2017. The January month-ending bank account balances were:

General Fund / Road and Bridge Account	\$4,727.49
Money Market Deposit Account (MMDA)	\$65,440.79
Cash Reserves in 1/2/3-year Laddered CDs	\$511,529.76
Total	\$581,698.04

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

16. Review and Pay Bills:

All claims received through February 13th were presented for payment consideration to the Board of Supervisors by the Clerk. Claims totaling \$9,918.49, plus payroll, were submitted for approval.

Hervey made a motion to pay all bills, seconded by Beyer. The motion carried 3-0.

17. Road Maintenance Report – Mike Wood:

Picked up some rock from Stussy Construction. Now that the ice is gone, he may try to do some grading to fill in some potholes.

Received a call about concrete hauled from the Oronoco dam to the pit on 60th Avenue. Any complaints should go to the EPA. Starting on Friday, March 17, road restrictions will be on and the road will be restricted to 5 ton.

18. Planning & Zoning Report – Ann Fahy-Gust

Fahy-Gust was absent with notice and submitted the following written report:

- Permits – There were no building permits, variances or CUP's issued in January. There was a question regarding a grading permit for the DeCook and Befort property. We do not have the engineering expertise to determine that the grading proposal for the driveways to be constructed are correct for the land conformation. I contacted Olmsted County to ask for their review on the plans and we have worked out a process whereby they will utilize their expertise, provide a review for us and we will be the final approver for the plans and issue a permit. Expect the permit to be requested mid February.
- County Road 5 – I have had several meetings with SRF the consulting firm hired by the county to acquire necessary access for the roadway. I have also had several meetings with landowners on this as well. Primary concern is for development down the road since much of that area sits within a land development plan approved for future growth of Pine Island. One consideration should be to review the land use plan we have developed and consider shifting some of the growth for Pine Island towards the school and eliminate the area where the school was originally planned as a growth area. However, I would not attempt this until all the land is acquired and CRS is set.
- FEMA Maps – FEMA has released preliminary plans for review. I have reviewed them and see no issues with the changes proposed. I have submitted one question regarding the elimination of the Oronoco Dam and the direct impact on our waterways. I have not had a response to date. It isn't clear from the maps what impact that did have and I think it would be good to know what downstream elements impact our waterways. A final review is due in March and the maps will be issued at that time. We will then need to adopt them as our waterway maps so that we will be able to take advantage of any FEMA funding should we experience flooding.

- Miscellaneous – Completed year end reporting to State for Building surcharges; completed Building permit Census reporting; updated 2017 website calendar, and sent CUP violation letter to Kory Weis.

19. Miscellaneous Mail Etc. – Clerk:

A 65-page handout from the State Auditor, titled the “Minnesota Legal Compliance Audit Guide for Town” was distributed to the township officers. Thomforde has reviewed the document and didn’t find any areas where the Township is not in compliance.

The Township sold 2 fire signs last year, which cost the residents \$50 each and the township about \$20 each. Hervey moved to approve the continue selling fire signs to residents for \$50 each, seconded by Beyer. The motion carried 3-0.

The MAT Spring Short Course will be on March 21 in Rochester.

Couri and Ruppe will be doing another legal seminar in the town hall on October 14. Andrist moved to waive the town hall rental fee for the seminar since it benefits to the township, seconded by Beyer. The motion carried 3-0.

Sent another letter to a resident on County Road 3 that was plowing snow across the road and blocking the sightline from 125th Street NW. This problem will be resolved after this winter since the intersection of 125th Street / County Road 3 will be closed.

The Pine Island Lions tractor drive will be in August and they would like to use the town hall parking lot and restrooms. Beyer moved to waive the town hall rental fee, seconded by Hervey. The motion carried 3-0.

Beyer asked that the Board get the town attorney involved in any further discussions of road swaps and to hold any further discussions with the entire town board. There still is dissatisfaction with the dead-end roads being created.

The Board asked the Clerk to get a quote from Braaten Sand and Gravel for road rock delivery for the March Town Board meeting.

20. Adjournment: With no further business before the Board, Chair Andrist adjourned the meeting at about 7:38 PM.

Approved by the Board,

Attest,

Date:

Date:

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk