

New Haven Township

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

Annual Town Meeting Minutes March 14, 2017

The Pledge of Allegiance was recited and the 2017 Annual Town Meeting of New Haven Township was called to order by Town Clerk Dale Thomforde at about 3:00 PM. About 30 patrons were present, including all current Town Board members.

After welcoming comments, Thomforde requested nominations for the meeting moderator. Dave Klann (7143 75th St NW) nominated Mary Andrist; seconded by Howard Glamm (1011 Co Rd 13 SW). 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. Andrist asked for a moment of silence to remember the people in the township that had passed away. Andrist noted there were handout packets on the tables that included a tentative agenda. The handout packet was also made available on the township website.

Dave Klann made a motion to set the agenda as written in the handout packet; seconded by Donna Beyer (7537 Co Rd 3 NW). The motion carried unopposed.

Review 2016 Annual Town Meeting Minutes – Dave Klann made a motion to dispense with a reading and approve the minutes as printed; seconded by Dave O'Brien (12702 Co Rd 3 NW). The motion carried unopposed.

Treasurer's Report – Town Treasurer Bob Figy directed attention to the New Haven Township January 1, 2017 Pine Island Bank summary in the handout. The account balances for year end 2016 were:

General Road and Bridge Account	\$ 10,532.70
Money Market Deposit Account (MMDA)	\$ 70,707.30
3-year Laddered Certificates of Deposit (CDs)	\$ 511,266.25
Year End 2016 Total	\$ 592,506.25

Quarry Royalties Report – Treasurer Bob Figy reported that the township received \$2,217.11 in royalties from the rock quarry last year. We also received \$5,810 in rent from the cropland in 2016.

Board of Audit and Financial Summary – Town Clerk Dale Thomforde reviewed the Board of Audit meeting minutes in the handout. Two items per month were selected at random for audit and review. The bank statements were balanced monthly against the CTAS (City and Township Accounting System) program we use. No anomalies were noted in the audit and all records appeared to be in order.

Thomforde directed attention to the annotated Cash Basis Accounting report in the handout. This report includes a summary of all revenues and expenditures for 2016, and is the report filed with the Minnesota State Auditor. There were \$196,558.91 in revenues and \$315,525.59 in expenditures for the Township in 2016. The difference was made up using reserve funds. At the end of 2016, the Township had cash reserves of \$592,506.25 in the bank. The Township has no debt.

The New Haven Township Financial Summary sheet in the handout includes details of the cash reserves for the years 2014 through 2016. After adjusting the balance for the pre-purchase of rock crushing for 2017 in 2016, the Township came in at \$14,561.32.66 under budget for the year, spending less than anticipated. Also included on the Township Financial Summary are the property tax levies for the years 2015 through 2017. The Township levy for 2017, set at the 2016 Annual Town meeting, was increased by 2.3% to cover the anticipated increase for Fire and First Responders.

Graph charts were presented to show the historical mill rates back to 2007 for New Haven Township, some surrounding townships, and the City of Pine Island. The mill rates in New Haven Township are the lowest.

Rural Fire Association Report – presented by Supervisor Brian Hervey. He is the Town Board representative and current chair of the PI Area Fire District. The Fire District is made up of 5 rural townships. Hervey reviewed a sheet in the handout showing the Fire District budgets and dues for the townships for years 2018 through 2017. Some unexpected expenses last year increased expenses. Funds are set aside each year for the future purchase of equipment. Expenses are split between the township and the City of Pine Island. The dues for New Haven Township for 2017 are \$41,208, which includes fire and first responders.

Cemetery Reports – Dave Klann spoke for Center Grove Cemetery and said they couldn't make it without help from the Township, which they appreciate. Mike Frost (10101 85th St NW) spoke for Othello Cemetery. Last year they did tree trimming, stone straightening, and mowing, and they appreciate all the support from the Township. Rick Keane spoke for St Michaels Cemetery. He also said they appreciate the Township support. Andrisc said the Township appreciates the work these groups do since if they didn't maintain the cemeteries, it would fall back on the Township and it would be a much greater expense.

Road Report by Contractor Mike Wood – The Township has 31.23 miles of township roads and a population of 1,221. Mr. Wood explained his written report that was included in the handout packet. A list of the roads worked this year was provided. The ditch on New Haven Road near Tom Berg was cleaned out to improve drainage. A lot of work was done this year on fixing soft spots from frost damage. A major project this year was replacing a large culvert on 110th Ave NW in the Devil's Kitchen area and adding rip rap.

Planning & Zoning report – P&Z Administrator Ann Fahy-Gust presented a written report that was provided. A summary of activity for 2016 was presented, along with 2015 and

2014 for reference. The township had 29 building permits issued in 2016. Seven metes and bounds splits, 5 septic permits, 3 conditional use permits, 0 variances, 0 boundary adjustments, 85 burning permits, and 35 town hall rentals. Additional activities in 2016 included the chloride application program and interface to the County for the Co Rd 5 extension. She felt that for the P&Z Administration annual cost of \$4,722, the township received a good value; minimizing permit costs, having flexible meeting hours, and providing competent oversight to annexation and zoning change issues. A 7-year graph was presented showing the historical trends, with significant increases in town hall rentals and building permits.

2017 Budget – Clerk Thomforde reviewed the 2017 budget, included on the final page of the handout packet. This budget has been approved by the Town Board. The township levy for 2017 was set by the electors at the 2016 Annual Town Meeting. Assuming most things stay about the same, the budget ends up using \$69,323 from the cash reserves. This is on target of the amount of reserves that they Town Board would like to see used in a year to reduce the cash reserves surplus.

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

2018 General Fund levy – the Town Board recommends keeping the levy at \$30,000. Dave Klann moved to keep General Fund levy at \$30,000; Bill McNallan (12246 Co Rd 113 NW) seconded. The motion carried unopposed.

2018 Road and Bridge levy – the Town Board recommends raising the levy by \$5,000 to \$55,000 to partially compensate for the budgeted deficit. Jerry Berg (13040 New Haven Road NW) moved set the Road and Bridge levy at \$55,000; Dave Klann seconded. The motion carried unopposed.

2018 Fire and First Responders Levy – Town Board recommends setting the levy at \$42,974; the 2017 dues. Dave Klann moved to set the Fire and First Responders levy at \$42,974; Don Weis (11918 Co Rd 3 NW) seconded. The motion carried unopposed.

The resulting total levy set by the electors for 2018 is \$127,974 for the above three items, which is a 10% increase from the 2017 levy of \$116,356.

Set time and location for next Annual Town Meeting – by law it must be held on March 13, 2018, with a bad weather date of March 20, 2018. Jerry Berg moved to keep the Annual Town meeting time at 3:00 PM at the town hall; Dave Klann seconded. The motion carried unopposed.

Set time for next Annual Town Election – Dave Klann moved to keep the Annual Town election at the same times, 5:00 PM to 8:00 PM on Tuesday March 13, 2018; Bill McNallan seconded. The motion carried unopposed.

Set a maximum for the town board may 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. \$545.29 was

spent in 2016 – 4H volunteers and memorial flowers. Town Board recommends an authorization of a total maximum of \$2,500 for 2017 for all above items. Dave Klann moved to set as recommended; Carolyn Berg (13040 New Haven Road NW) seconded. The motion carried unopposed.

Adjournment

With no further business before the electors and no further comments or questions from anyone present, Moderator Andrist adjourned the meeting at about 3:45 PM.

Approved by the Board,

Attest,

Date:

Date:

Mary Andrist – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk