

New Haven Township

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

Town Board Special / Reorganization Meeting Minutes April 4, 2017

- 1. Call to Order:** The Pledge of Allegiance was recited and a special / reorganization meeting of the New Haven Town Board was called to order at about 1:00 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, and Clerk Dale Thomforde.
- 2. Set Order of Agenda:** Beyer moved to approve the agenda as printed, seconded by Hervey. The motion carried 3-0.
- 3. Comments from the current Chair:** Andrist commented that it has been an interesting last 12 months, the roads are much better this spring, and the Township is financially secure.
- 4. Review March 7 Regular Town Board meeting minutes:** Hervey moved to approve the minutes as written with a correction of the April 8 spring road inspection date. The motion was seconded by Beyer. The motion carried 3-0.
- 5. Review March 14 Annual Town meeting minutes:** Hervey moved to approve the minutes as written, seconded by Beyer. The motion carried 3-0.
- 6. Review March 14 Canvassing Board meeting minutes:** Andrist moved to approve the minutes as written, seconded by Beyer. The motion carried 3-0.
- 7. Consider any urgent spring road concerns:** None.
- 8. Reorganization:**

Select new Town Board Chair – Brian Hervey nominated Denny Beyer for Town Board Chair, seconded by Mary Andrist. The motion carried 3-0. Beyer at this point took over as chair of the meeting.

Vice-Chair position resolution – Andrist moved to adopt the *Resolution Creating a Vice-Chair Position on the Town Board #2017-08*, seconded by Hervey. The motion carried 3-0.

Select Vice-Chair to fill in when Chair is absent – Hervey nominated Mary Andrist, seconded by Beyer. The motion carried 3-0.

Select Rural Fire Board representative – Beyer nominated Brian Hervey, seconded Andrist. The motion carried 3-0.

Designate supervisor to fill duties/positions created by the Town Board – Hervey made motion to nominate Denny Beyer as the road authority and the building maintenance authority to handle

issues coming up between meetings. The motion was seconded by Andrist. The motion carried 3-0.

Adopt regular meeting schedule and alternate dates – Thomforde presented a proposed meeting calendar for the next year, continuing regular monthly meetings on the second Tuesday of the month at 6:30 PM, with the backup date being the third Tuesday. Andrist moved to approve the meeting calendar, seconded by Hervey. The motion carried 3-0.

Approve cemetery contributions for 2017 – Andrist moved to continue to donate \$2,500 to each of the 3 cemeteries for maintenance and upkeep (\$7500 total). The motion was seconded by Hervey. The motion carried 3-0.

Approve 4-H project for 2017 – Hervey moved to approve a donation of \$500 for voluntary cemetery clean this year, seconded by Andrist. The motion carried 3-0.

Adopt gopher bounty resolution – Hervey moved to adopt the *Resolution Reestablishing a Gopher Bounty #2017-09*, setting the bounty at \$2.50 for pocket gophers and \$1.00 for striped gophers. The motion was seconded by Andrist. The motion carried 3-0.

Designate an official newspaper(s) – Beyer moved to continue using the Post Bulletin and Zumbrota News Record for legal publications, seconded by Andrist. The motion carried 3-0.

Designate notice posting locations – Andrist moved to continue posting on town hall door and township website, seconded by Beyer. The motion carried 3-0. Notices more than a month old will be removed by the Clerk to help make the door look a little neater.

Designate official bank as the town depository – Andrist moved keep using Pine Island Bank, seconded by Hervey. The motion carried 3-0.

Approve dust-mitigation chloride cost sharing plan for 2017 – Andrist moved continue with the current 50/50% cost sharing between township and patrons for first 300 ft – 600 ft for corner properties, and no private driveways, seconded by Hervey. The motion carried 3-0.

Approve burning permit fee for the next year – Andrist moved keep it at \$5 for an annual permit and free at meetings, seconded by Hervey. The motion carried 3-0.

Adopt Township Officers compensation resolution – Andrist moved to set the Township Officer stipend at \$150 a month for supervisors, \$250 a month for the treasurer, and \$350 a month for the clerk, seconded by Beyer. The motion carried 3-0. Andrist moved to set the Township Officer additional compensation at \$75 per meeting, \$20 per hour for other authorized work, \$5 per burning permit outside of meetings, a maximum of \$10 for breakfast, \$15 for lunch, and \$20 for dinner for meals on authorized trips, and mileage reimbursement at the federal rate. The motion was seconded by Hervey. The motion carried 3-0. Beyer made a motion to adopt the *Resolution Setting the Compensation and Reimbursement of Town Officers #2017-10*, incorporating the new rates. Hervey seconded the motion. The motion carried 3-0.

Set Planning and Zoning Administrator compensation – Ann Fahy-Gust commented that she is happy with the current hourly rate. Andrisc made a motion to set the P&Z Administrator compensation at \$75 per meeting and \$22.50 per hour for hours outside of meetings. Hervey seconded the motion. The motion carried 3-0.

Set Election Judge compensation – Andrisc made a motion to keep the Election Judge compensation at \$15 per hour. Hervey seconded the motion. The motion carried 3-0.

Review Board of Adjustment and set compensation – Andrisc made a motion to set the Board of Adjustment and Planning Advisory Commission compensation at \$50 per meeting. Hervey seconded. The motion carried 3-0. Fahy-Gust nominated Craig Koop and Chris Hawkins for reappointment. Andrisc made a motion to reappoint the nominations to the Board of Adjustment. Hervey seconded. The motion carried 3-0.

Review Planning Advisory Commission and set compensation – Fahy-Gust nominated Jennifer Busch and Jeff Busch for reappointment. Andrisc made a motion to reappoint the nominations to the Planning Advisory Commission. Hervey seconded. The motion carried 3-0.

Adopt fee schedule policy (copies, NSF checks, etc.) – Thomforde presented a proposed fee schedule policy for copies of public records, NSF returned checks, lost check, etc. Andrisc moved to approve the fee schedule policy. Hervey seconded. The motion carried 3-0.

Other miscellaneous reorganization items – None.

9. Adjournment: With no further business on the agenda, Chair Beyer adjourned the meeting at about 1:45 PM.

Approved by the Board,

Attest,

Date:

Date:

Dennis Beyer – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk