

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 April 11, 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 about 6:30 PM by Chair Denny Beyer. Quorum requirements were met with Supervisor Mary Andrist 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: Beyer moved to amend the agenda to include cleaning the town hall. Hervey moved to approve the agenda as amended, seconded by Andrist. The motion carried 3-0.

3. Comments from the Chair: Beyer thanked the Board for everything they did last year and for giving him the honor and responsibility to be Chair this year. He also thanked Mary Andrist for the job she did as Chair last year.

4. Public Comment Time: No one from the public came forward to speak on items that were not otherwise included in this agenda.

5. Review quotes:

Quotes were received for a 2-year contract, beginning April 15, 2017, for hourly labor and equipment rates from Michael Wood LLC for the posted and published items:

- 1) Summer road maintenance;
- 2) Right-of-way maintenance including spraying, mowing, and brush/tree removal;
- 3) Winter road maintenance including snow plowing and sanding; and
- 5) Town Hall snow removal.

Quotes from Olmsted County have not been received yet for this year, but their 2016 rates are significantly higher than the Michael Wood quotes received. No other quotes for any of these 4 items were received. Beyer moved to accept the quotes for these 4 items from Michael Wood LLC, seconded by Hervey. The motion carried 3-0.

A quote was received for a 2-year contract beginning April 15, 2017, for item 4) Town Hall lawn mowing, from Fogarty's Outdoor Service. The quote was \$50 per mowing. No other quotes for this item were received. Andrist moved to accept the quote from Fogarty's Outdoor Service, seconded by Hervey. The motion carried 3-0.

The following quotes were received for road rock delivered and spread on New Haven Township roads this year:

- \$ 9.36 per cubic yard - Bruening Rock Products Inc, from the Pine Island quarry
- \$12.82 per cubic yard - Kielmeyer Construction Inc, from the Syverson quarry
- \$13.05 per cubic yard - Braaten Sand and Gravel Inc, from the Keller quarry
- \$14.69 per cubic yard - Paulson Rock Products

Hervey moved to accept all rock quotes, seconded by Andrist. The motion carried 3-0. This allows flexibility to use road rock from any of the above suppliers based on quality, availability and delivery capabilities. The current plan is to apply a mixture of road rock this spring from Bruening Rock Products Inc and Braaten Sand and Gravel Inc.

Bruening Rock Products representative Jim Zwiener (507-358-9249) said they would deliver rock to township residents throughout the year for the same price quoted to the township. Ann Fahy-Gust will provide a mailing list so postcards can be mailed to residents.

6. County Road 5 extension / 125th Street update:

Dale Prestegard and Jeremy Douglas from the Olmsted County Public Works right-of-way office were present and shared a proposed agreement pertaining to Township Road B (125th Street NW) and Co Rd 113. A map of the Co Rd 5 extension and Twsp Rd B plan was presented. Mr. Prestegard reviewed the proposed agreement with the Board.

The proposed agreement has the County taking over Twsp Rd B (about 2 miles in length) and turning over Co Rd 113 (about 3.5 miles in length) on June 9, 2017. New Haven Township would vacate Twsp Rd B (125th Street NW) from Co Rd 3 to 85th Avenue NW. A public hearing must be held with all property owners on the road being notified. The public hearing must have 2-weeks published notice and 10-days mail notice to property owners. After the public hearing, a resolution to vacate the road may be passed. Limited utility easements will be reserved after road vacation. At the end of construction season, portions of the road (about 1 mile) will be given back to the Township by the County, which can be redesignated as 125th Street NW. The new portions of 125th Street (at the intersection with Co Rd 5) will be on property purchased by the County. The County will give the Township an easement to that property when the road is turned back over to the Township. To turn Co Rd 113 over to the Township, the County will schedule and hold a public hearing at the New Haven town hall. The road will need to be renamed and the residents will get new road addresses. Co Rd 113 is about 3.5 miles long.

Concerns raised include:

- East dead-end turnaround is on a hillside, but could be moved east to top of hill where the Jeff Hanson driveway is today;
- West dead-end needs larger capacity / longer culverts, and the culverts may be damaged further by construction trucks;
- New Haven Road is going to take a lot of traffic during construction;

- Co Rd 113 is about 3.5 miles long, while losing about 1 mile of 125th Street NW, increasing Township road mileage about 2.5 miles;
- Can the Co Rd 113 transfer be delayed for a year or two?

The agreement is currently in draft status. Ann Fahy-Gust will have the township attorney review the draft agreement for the next Town Board meeting.

7. Consent Agenda:

Andrist moved to approve the April 4 Special / Reorganization Town Board meeting minutes as printed, seconded by Hervey. The motion carried 3-0.

Andrist moved to approve the April 8 Spring road inspection meeting minutes as printed, seconded by Hervey. The motion carried 3-0.

Old Business

8. Designate remaining funds in Special Road Projects Fund: Thomforde presented a report he did that reviewed the funds earmarked for special road improvements at Township annual meetings. For 5 years (2007, 2008, 2011, 2012, and 2013) \$15,000 a year was designated to be earmarked for special road improvements, totaling \$75,000. This type of allocation is permitted under Minn. Stat. § 365.10, Subd. 18. Thomforde estimated that about \$55,000 has been spent on various road improvement projects over the years, leaving about \$20,000 remaining. He asked for a motion to create a road capital reserve fund in CTAS to track these funds going forward. Andrist moved to transfer \$20,000 from the General Fund into a new Road Capital Reserve Fund, seconded by Hervey. The motion carried 3-0.

9. Adopt resolution rescinding 2009 resolution earmarking annexation funds: In March 2009, the New Haven Town Board of Supervisors passed a resolution earmarking annexation funds to be untouched except in severe emergency, with the interest on the funds to be used for road and bridge improvements and other special projects. The township attorney has said a prior Town Board cannot put restrictions on future Town Boards on using general township funds. Restricting the use of general township funds for a special purpose may require increasing taxes on township property owners to fund regular township operating expenses. Andrist moved to adopt *Resolution #2017-11 Rescinding Resolution NH09-01 – Financial Policy Resolution*, seconded by Hervey. The motion carried 3-0.

New Business

10. April 8 Spring road inspection further discussion: Beyer commented that he thought the roads looked good. There is some ditch cleanup work remaining, including Plum Creek Road and 88th Avenue NW. The dirt removed from the ditch on 88th Avenue NW will need to be hauled away since Pressnall does not want it pushed into the field.

11. Dog bite report: Hervey received a dog bite report from the Sheriff's Department. On March 21, 2017, persons walking near 11043 65th Avenue NW, were attacked by 6-7 German Sheppards while trying to protect their dogs. She was bit and her dog was bit by one of the

German Sheppards. There were no visible signs of injuries to any humans or animals. At this time there probably is not sufficient evidence to warrant finding the dogs dangerous or potentially dangerous.

12. 2017 Property tax mill rate comparisons: Thomforde presented a table showing the 2017 mill rates for townships in Olmsted County. The New Haven Township mill rate went down by 6.55% in 2017 from 2016. Once again, New Haven Township has the lowest mill rates in Olmsted County. He also presented graphs of the historical mill rates from 2007 for New Haven Township, some neighboring townships, and the City of Pine Island. The table and graphs are available on the Township website.

13. Town Hall cleaning: A few years back, Arnolds cleaned the town hall and waxed the floors. Ann Fahy-Gust will check into finding a contractor to do a cleaning after the spring graduations have completed.

14. March 21 MAT Spring Short Course training recap: Thomforde attended the MAT Spring Short Course training course. MATIT recommends a minimum of \$1,500,000 contractor liability insurance, since the limit of township liability is \$1,500,000 by statute. MAT reported that there are about 4,000 bills going through the legislature this year. MAT is lobbying against increasing the weight limits due to the damage to roads and bridges, since townships will not receive any additional funding.

15. March 23 OCTOA meeting recap: Beyer reported the meeting was held in the Rochester Township shop where it was cold and hard to hear the speakers. There have been reports of people stealing dogs. Thomforde reported the MAT annual conference will be in Rochester this November 16-18. We also learned low cost loans are available for 3% from the County SWCD for upgrading wells and septic systems.

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

General Fund / Road and Bridge Account	\$4,601.46
Money Market Deposit Account (MMDA)	\$179,521.82
Cash Reserves in 1/2/3-year Laddered CDs	\$405,889.42
Total	\$590,012.70

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

17. Review and Pay Bills:

All claims received through April 10th were presented for payment consideration to the Board of Supervisors by the Clerk. Claims totaling \$49,617.51, plus payroll, were submitted for approval. This includes the annual payment to the Pine Island Fire District of \$42,974.02 for fire and first responder services.

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

18. Road Maintenance Report – Mike Wood:

Mr. Wood reports he has been doing some road grading. The roads are much better this spring than last spring with less frost damage.

19. Planning & Zoning Report – Ann Fahy-Gust

Fahy-Gust reported:

- Permits/Variations/Splits/CUPs – One new building permit just came in. She has had about 5 inquiries from people wanting to build new houses. It looks like there will be a big increase in house building this year. She has 4 splits coming up. Currently waiting on deed updates. She also has sent information for a dog kennel CUP to the new owner.
- FEMA flood hazard map and approval – The Township needs to adopt the new FEMA maps by April 19. Fahy-Gust presented a resolution adopting the new maps. Andrist moved to adopt Resolution #NHPZ01-17, seconded by Hervey. The motion carried 3-0.
- Land application permit – A request has been received for application of bio-solids on cropland. The MPCA approves applications. The Township can submit an objection if they wish. This is the normal process that should be followed. No negative comments have been received.
- Pine Island wellhead plan – Fahy-Gust has reviewed the Pine Island wellhead protection plan to see if we had any liabilities or issues. None were found.
- March 30 Planning Advisory Commission meeting – Met to review a possible housing development north of the new Co Rd 5 extension east of Co Rd 3. The land use plan will need to be modified in the near future to account for zoning changes around the new road. It looks like the Planning Advisory Commission will be meeting every month throughout the summer.

20. Miscellaneous Mail Etc. – Clerk:

Updated the township officer list for MAT after the elections and reorganization.

We received a property tax bill for the 40 acres of Township land that is rented out. Taxes are \$3,062 this year, down \$250 from last year.

Received a statement from the County explaining the \$18,300.63 state road tax payment received this year. It amounts to \$7.78 per resident and \$281.68 per mile of township road. Our maintenance costs run about \$5,500 per mile each year for the 31.23 miles of township roads.

We are working on setting up a Deputy Clerk and Deputy Treasurer with a reciprocal agreement with Oronoco Township, so that somebody is available to sign the checks, if needed.

We have been receiving a number of census surveys that Thomforde and Fahy-Gust will be submitting.

Thomforde plans to attend the TCPA monthly meeting on April 12. The TCPA business model is on the agenda.

21. Adjournment: With no further business before the Board, Chair Beyer adjourned the meeting at about 8:56 PM.

Approved by the Board,
Date:

Attest,
Date:

Denny Beyer – Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Township Clerk