

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA — ESTABLISHED 1858

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9024 COUNTY ROAD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes July 11, 2017**

**1. Call to Order:** The Pledge of Allegiance was recited and a 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:** Andrist moved to approve the agenda as printed, seconded by Hervey. The motion carried 3-0.

**3. Comments from the Chair:** Beyer commented that we finally finished applying chloride, which was a relief after all the problems we went through getting chloride this year.

**4. Public hearing on rezoning Finnegan parcel:**

Andrist moved to open the public hearing, seconded by Hervey. The motion carried 3-0. Planning and Zoning Administrator Fahy-Gust read the published notice. Fahy-Gust explained the rezoning is to change the parcel from A2 to Special District. This is the first step for subdivision and development to occur. The zoning change has been reviewed with the City of Pine Island and Olmsted County. It falls within the comprehensive land use plan. The applicant Ryan Finnegan (212 Elm St., Farmington, MN) was present and said he would answer any questions anyone may have. Beyer asked three times if anyone wanted to speak in favor of the rezoning. No one came forward to speak. Beyer asked if anyone wanted to speak against the rezoning. Bill McNallan (12246 Co Rd 113 NW) asked if the streets would be up to grade and blacktopped by the developer or would the township do that? Fahy-Gust said this is preliminary and that would come with an interim development plan with Pine Island. It would have to be developed to a level that Pine Island would consider annexation. David Todd, Pine Island City Administrator, commented that he appreciated being involved and that they would like to be part of the process and work with the Township as the development moves forward. Vince Fangman (11724 Co Rd 113 NW) commented that he would recommend smaller lots, for example 2 acres, for more efficient use of the land. Mr. Fangman asked if there has been any thoughts on realigning New Haven Road. Beyer stated there have been no discussions by the Board on that. Beyer asked again if there were anyone wanted to comment against the rezoning. Mr. Fangman stated that he would like to see the Board follow the development ordinances. Beyer said Fahy-Gust has a good understanding of it and works with the County. Beyer asked Fahy-Gust to give her recommendation. Fahy-Gust said the developer has been good to work with and this is the first step and a long series of processes. She would recommend rezoning as a Special District as appropriate. This allows working on an interim development agreement with Pine Island. Andrist moved to close the public hearing, seconded by Hervey. The motion carried 3-0.

Andrist moved to approve the rezoning to a Special District as recommended by the Planning and Zoning Administrator, seconded by Hervey. Beyer called for a roll call. Hervey voted aye. Andrist voted aye. Beyer voted aye. The motion carried 3-0.

**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:** Andrist moved to approve the June 13, 2017, regular Town Board meeting minutes as printed, seconded by Hervey. The motion carried 3-0.

### *Old Business*

**7. Co Rd 5 Connection / 125th Street – Co Rd 113:**

Beyer asked Thomforde to present the current status. Thomforde distributed some draft agreements for 125th St NW and Co Rd 113. The agreement signed at last month's meeting was reviewed by the County Attorney's office, and changes were requested. The Township Attorney reviewed the proposed County changes, split the agreement into two agreements—one for each road, and added additional changes to both agreements. The Township Rd B (125th St NW) agreement has the County taking over jurisdiction of the road during construction, and the County would turn the two dead ends back over to the Township once construction is complete. The township would do winter maintenance on the road as needed. Michael Sheehan, Olmsted County Public Works Director, was present and said he would like to have the County Attorney's office review the latest agreement before giving any comment. Andrist moved to approve the two agreements as printed, to possibly speed things up if the County also approves the agreements. The motion was seconded by Hervey. The motion carried 3-0.

**8. Chloride application recap:**

Beyer reported the chloride was applied on June 29th. Thomforde rode in the truck to give the driver directions. It took 10.5 hours, including 3 trips to Eyota to reload the truck.

Andrist thanked Fahy-Gust and Thomforde for the list and map which made it easy to pick up stakes. It took 3 hours and 54 miles to pick up stakes. We could consider in the future using stakes that don't have to be collected, to eliminate the step of picking up stakes by the Township.

Fahy-Gust received a complaint from the resident on 120th St that doesn't think the chloride works very well this year. It was applied this year by the same vendor the County used, and we applied at the heavier rate that the County used for new-gravel roads. After a good rain, it may spread it out and work better on the roads.

### *New Business*

**9. Consider resolution to update authorized check signers:** Thomforde presented a resolution with an updated list of authorized check signers for the Township, including the new Deputy Treasurer Kim Stanton and Deputy Clerk Lucy Shonyo. Andrist moved to adopt the

*Resolution Designating Check Signers #2017-12*, seconded by Hervey. The motion carried 3-0. Figy will check with the Pine Island Bank to get check signer list updated.

**10. Consider resolution to open 125th Street road closing:** Thomforde presented a resolution rescinding Resolution #2015-08, reopening 125th Street NW, since they will be doing construction work there in the near future. Andrist moved to adopt the *Resolution Rescinding Resolution #2015-08 Reopening 125th Street NW #2017-13*, seconded by Beyer. The motion carried 3-0. Michael Wood will take the gates out and the remove the signs.

**11. MAT Summer Short Course recap – Andrist, Thomforde:** Andrist reported that the MAT Summer Short Course for supervisors covered the open meeting law, road signs, optional forms of township government, data retention, and noxious weeds. They have updated the noxious weed list. Thomforde reported the sessions for the clerk/treasurers which were pretty good this time. They suggested that townships get an updated list of signatures for township officers opting out of PERA (Public Employees Retirement Association), due to a recent case. Thomforde has obtained signatures from all of those opting out of PERA. Township officers can opt in or out of PERA at any time. Overall, Andrist and Thomforde thought it was a worthwhile township officer training session.

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

General Fund / Road and Bridge Account	\$4,599.35
Money Market Deposit Account (MMDA)	\$83,607.38
Cash Reserves in 1/2/3-year Laddered CDs	\$406,893.76
<b>Total</b>	<b>\$495,100.49</b>

Figy said the Township has received a first half year property tax payment of \$63,309.43, which will appear on the July statement.

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

**13. Review and Pay Bills:**

Thomforde reviewed the current Schedule 1 report from CTAS (City and Township Accounting System) showing the balances in each of the different township fund accounts, including the first half year property tax payment. The money in the different township funds are intermixed in the bank accounts, but are tracked separately using CTAS. This method of tracking fund is approved by the Minnesota State Auditor.

All claims received through July 10<sup>th</sup> were presented for payment consideration to the Board of Supervisors by the Clerk. Claims totaling \$17,537.65, plus payroll, were submitted for approval. This includes a payment for chloride of \$8,588. The final payroll number for June, including PERA, was \$1,481.82.

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

**14. Road Maintenance Report – Mike Wood:**

Mr. Wood reported they completed the first pass mowing. They continue to do grading. Wild parsnip was discussed and the Board instructed him to mow as needed.

**15. Planning & Zoning Report – Ann Fahy-Gust**

Fahy-Gust reported:

- Received a request from Tammy Jackson for a refund on the hall rent. Hervey forgot to bring up the fee waiver request at the last town board meeting. Beyer made a motion to waive the fee in this case, seconded by Hervey. The motion carried 3-0.
- Fahy-Gust issued a temporary construction permit to Bevcomm for New Haven Road, and waived the fee. She doesn't want to do temporary construction permits for 125th Street, since it has been approved to be taken over by the County.
- Seven building permits have be issued this month. A Conditional Use Permit (CUP) hearing is coming up.
- Due to the rezoning, there will be meetings including the developer and the City of Pine Island, to get a development agreement going.
- The Planning Advisory Commission will be meeting to review the land use plan.

**16. Miscellaneous Mail Etc. – Clerk:**

Thomforde presented a spreadsheet chart showing a long term plan to balance cash reserves and levy increases over the next five years. The chart assumes relatively stable spending, while increasing the levy at about 10% per year. The chart shows reserves leveling off at over \$300,000. It is hard to predict the future spending looking that far out, but it doesn't look like any large levy increases will be needed while maintaining adequate cash reserves.

There is a septic issue in Douglas. Beyer said this was previously settled by a judge in court. There has been a MPCA warning issued. Fahy-Gust is looking into it.

After purchasing road rock this year, we have a balance of \$7,707.31 credit remaining with Braaten Sand and Gravel for rock that we prepaid for crushing last year.

**17. Adjournment:** With no further business before the Board, Chair Beyer adjourned the meeting at about 7:40 PM.

Approved by the Board,  
Date:

Attest,  
Date:

Denny Beyer – Chair  
For the New Haven Town Board

Dale J. Thomforde  
New Haven Township Clerk