

New Haven Township

OLMSTED COUNTY, MINNESOTA — EST. 1858

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9024 COUNTY ROAD 3 NW, ORONOCO, MN 55960

Annual Town Meeting Minutes March 13, 2018

The Pledge of Allegiance was recited and the 2018 Annual Town Meeting of New Haven Township was called to order by Town Clerk Dale Thomforde at about 3:00 PM. About 35 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 Brian Hervey; seconded by LaMoyne Bruce (9474 Co Rd 105 NW). No other nominations were made. The motion carried unopposed on a voice vote.

Brian Hervey (10945 Co Rd 3 NW) took over as moderator of the meeting. Hervey noted that 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 Don Weis (11918 Co Rd 3 NW). The motion carried unopposed.

Review 2017 Annual Town Meeting Minutes – Dave Klann made a motion to dispense with a reading and approve the minutes as printed; seconded by Betsy Carney (8444 117th St NW). The motion carried unopposed.

Treasurer's Report – Town Treasurer Bob Figy directed attention to the New Haven Township December 31, 2017 Pine Island Bank summary in the handout. The account balances for year end 2017 were:

General Road and Bridge Account	\$ 11,822.60
Money Market Deposit Account (MMDA)	\$ 148,920.63
3-year Laddered Certificates of Deposit (CDs)	\$ 408,969.13
Year End 2017 Total	\$ 569,712.36

Quarry Royalties Report – Treasurer Bob Figy reported that the township received \$3,622.42 in royalties from the rock quarry last year. We also received \$5,810 in rent from the Township cropland in 2017.

Board of Audit and Financial Summary – Town Clerk Dale Thomforde reviewed the Board of Audit meeting minutes in the handout. A minimum of 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 2017, and is the report filed with the Minnesota State Auditor. There were \$233,157.12 in revenues and \$255,951.01 in expenditures for the Township in 2017. The difference was made up by using \$22,793.89 from reserve funds. At the end of 2017, the Township had cash reserves of \$569,712.36 in the bank. The Township has no debt.

The New Haven Township Financial Summary sheet in the handout includes details of the bank account balances and cash reserves for the years 2015 through 2017. The Township was \$46,529.11 under budget for the year 2017, spending less than anticipated. Also included on the Township Financial Summary are the property tax levies for the years 2017 through 2018. The Township levy for 2018, set at the 2017 Annual Town meeting, was increased by 10% as part of a long-term plan to balance the anticipated revenues and expenditures. Also shown is the Town Board recommended levy for 2019 of \$137,593.00, which is a 7.5% increase. This will continue the long-term plan to balance the anticipated revenues and expenditures.

A graph chart was presented to show the Township historical reserves vs levy, and the long-term plan to bring the cash reserves down to about \$300,000.

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 in Olmsted County.

Rural Fire Association Report – presented by Supervisor Brian Hervey. He is the Town Board representative to the PI Area Fire District. The Fire District is made up of 5 rural townships and City of Pine Island. Hervey reviewed a sheet in the handout showing the Fire District budgets and dues for the townships for years 2008 through 2018. Funds are set aside each year for the future purchase of equipment. There are just under \$400,000 currently in the capital reserve fund for future purchases of equipment. Expenses are split between the townships and the City of Pine Island. The dues for New Haven Township for 2018 are \$41,208, which includes fire and first responders.

Cemetery Reports – Hervey pointed out that the Township donates \$2,500 a year to each of the three cemeteries in the Township. Dave Klann spoke for Center Grove Cemetery and said they would have a very difficult time without help from the Township, which they appreciate. They plan to set up a website this year. Alvin Bruce (9450 Co Rd 105 NW) spoke for Othello Cemetery. They have just been breaking even the last two years. They are working on stone straightening. Mary Andrist (11233 Co Rd 3 NW) said that in 2/3rds of the state, the townships are responsible for maintaining the cemeteries. New Haven 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. Nathaniel Anderson (12239 Co Rd 31 NW) spoke as a member of St Michaels Cemetery Board. He thanked the Township and said they are very grateful for the Township support for maintenance of the cemetery. Vince Fangman (11724

110th Ave NW) also spoke as a member of St Michaels Cemetery Board, thanking the Township. With funds being limited and interest rates very low, the Township donation is appreciated.

Road Report by Contractor Mike Wood – The Township has 31.23 miles of township roads, which will increased by about 2 miles with the acquisition of Co Rd 113 from the County and the loss of part of 125th St NW. Mr. Wood reviewed his written report that was included in the handout packet. We used two rock suppliers last year. About 1/3rd of the roads are rocked each year. An intersection was removed on 85th St NW, and a triple culvert was installed on 125th St NW. Ten of 13 culverts were repaired on the old Co Rd 113, which was paid for by the County as part of the transfer agreement. No complaints about the roads were registered. Vince Fangman complimented him on getting Co Rd 113 plowed quickly.

Planning & Zoning report – P&Z Administrator Ann Fahy-Gust presented a written report that was provided. A summary of activity for 2017 was presented, along with 2016 and 2015 for reference. The township had 35 building permits issued in 2017, including 7 new homes. Six metes and bounds splits, 7 septic permits, 5 conditional use permits, 1 variance, 0 boundary adjustments, 88 burning permits, and 36 town hall rentals. She felt that for the P&Z Administration annual cost of \$4,706, the township received a good value; minimizing permit costs, having flexible meeting hours, and providing competent oversight to planning and zoning issues. A 8-year graph was presented showing the historical trends, with significant increases in town hall rentals and building permits.

2018 Budget – Clerk Thomforde reviewed the 2018 budget, included in the handout packet. This budget has been approved by the Town Board. Assuming most things stay about the same, the budget ends up using \$68,599 from the cash reserves. This is on target for the amount of reserves that the Town Board would like to see used in a year to reduce the cash reserves surplus over the long run.

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

The Town Board recommended Voters set 2019 Total Levy at \$137,593, including:

- Continue General Fund Levy at \$30,000
- Continue Road and Bridge Levy at \$55,000
- Raise Fire and First Responders Levy to \$45,093
- Add a separate Cemetery Levy of \$7,500

Dave Klann moved set the levy as recommend by the Town Board; Vince Fangman seconded. The motion carried unopposed.

Set time and location for next Annual Town Meeting – by law it must be held on March 12, 2019, with a bad weather date of March 19, 2019. Dave Klann moved to keep the Annual Town meeting starting time at 3:00 PM at the town hall; Betsy Carney seconded. Thomforde reported one resident asked if the Annual Meeting could be moved to the evening so those that

had to work during the day could attend. No interest was expressed for changing the Annual Meeting starting time. A vote was taken and the motion to keep the Annual meeting starting time at 3:00 PM at the town hall carried unopposed.

The Town Board has set the time for the Annual Town election from 5:00 PM to 8:00 PM on Tuesday March 12, 2019.

Set a maximum that 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. \$574.98 was spent in 2017 – \$500 for 4H volunteers and \$74.98 for memorials. Town Board recommends an authorization of a total maximum of \$2,500 for 2018 for all above items. Don Weis moved to set as recommended; LaMoyné Bruce seconded. The motion carried unopposed.

Other items of Township business for discussion and possible action

LaMoyné Bruce passed out papers from the contract on the Plum Creek project. He requested compensation from the Township for clear cutting and cleaning a section of Plum Creek. Hervey asked how much was being requested? Mr. Bruce said they had spent hundreds of hours on the project and he didn't think \$1,000 was out of line. Clerk Thomforde clarified that voters at the Annual Meeting cannot actually authorize the spending of money, but they can make a non-binding recommendation to the Town Board. Mr. Bruce disagreed. Hervey explained that the Township attorney reviewed the project and found that both parties had breached the contract. The Township attorney advised the Township not to spend any money on the project or they could be held liable again. It was clarified that Plum Creek is on private property, but has on occasion caused flooding on Cr Rd 105. Hervey said this should probably be taken up at a regular Town Board meeting.

Vince Fangman said he would like to work with the Township and other landowners to release the extra 17 foot easements on the old Co Rd 113. Hervey said that this issue can be taken up at a regular Town Board meeting.

Adjournment

With no further business before the electors and no further comments or questions from anyone present, Moderator Hervey adjourned the meeting at about 4:10 PM.

Approved by the Board,

Attest,

Date:

Date:

Chair
For the New Haven Town Board

Dale J. Thomforde
New Haven Town Clerk