

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA — EST. 1858

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9024 COUNTY ROAD 3 NW, ORONOCO, MN 55960

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## **Regular Monthly Town Board Meeting Minutes April 10, 2018**

**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 Mary Andrist. Quorum requirements were met with Supervisor Brian Hervey also present. Supervisor Denny Beyer was absent with notice. 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:** Hervey moved to approve the agenda as printed, seconded by Andrist. The motion carried 2-0.

**3. Comments from the Chair:** Andrist thanked the election judges for running a smooth township election on March 13.

**4. Public Comment Time:** Nancy Busch (8522 Main St. Genoa) said the asphalt road in Genoa is in bad shape. She started a petition signed by 21 people in the Genoa area requesting that the “Genoa tar road repair” be revisited. Tammy Klein (8319 Main St. Genoa) said they moved to Genoa about 3 years ago to get away from gravel. Many houses are close to the road and it is a big concern if the road went back to gravel. Chair Andrist stated that we are going to conduct a spring road inspection, when the weather permits, and the Town Board will look very carefully at that road. Nancy Busch asked if it would be possible to put weight restrictions on the road to control the semi traffic off Genoa Road? James Johnson from Barga Inc. was present and he had looked at the road with Mike Wood. He presented a quote for pavement patching and installing 30 ton of cold mix for a total of \$15,400. His suggestion is to use a paver to spread hot mix in the patch area and spread the cold mix flexible material over some of the other bad areas. Andrist thanked Mr. Johnson for the information he provided and said the Town Board will be looking into it on the spring road inspection.

### **5. Consent Agenda:**

Hervey moved to approve the April 3, 2018, Special/Reorganization Town Board meeting minutes as printed, seconded by Andrist. The motion carried 2-0.

### ***Old Business***

### **6. None:**

### ***New Business***

### **7. Review Road Rock Quotes:**

Clerk Thomforde said he solicited quotes for road rock from 4 different suppliers, and received quotes back from 2 of them. Bruening Rock Products provided a quote of \$9.64 per

yard for road rock delivered and truck spread as directed anywhere on New Haven Township roads. Paulson Rock Products provided a quote of \$14.83 per yard for road rock delivered and truck spread as directed anywhere on New Haven Township roads.

Jim Zwiener, from Bruening Rock Products, was present and said that this year they should have 6-8 trucks for delivery, which should help make things go faster.

Hervey moved to accept the 2 quotes received, seconded by Andrist. The motion carried 2-0.

#### **8. ROW Easements:**

Vince Fangman (11724 110th Ave NW) said he was originally interested in recovering 17 feet of the 50 foot right-of-way (ROW) easement in the metes-and-bounds split, but now he may not be requesting that change. Mr. Fangman said the quit claim deed giving the former County Rd 113 to the Township doesn't define the ROW, except for the easements of record. He did request removal of stumps from the NW corner of the property and cleaned out of the ditch. Andrist said the Town Board will check it out on the spring road inspection.

#### **9. School Bus stop signs on 105th Street:**

Thomforde said the County received a request for *School Bus Stop Ahead* warning signs on 105th St. NW, near the Lindahl property. The County checked into it, and with the poor sight lines, the signs appear to be warranted. It will cost about \$400 in materials and labor to have the County install 2 signs. Andrist moved to have the County install the signs, seconded by Hervey. The motion carried 2-0.

#### **10. Reschedule Spring road inspection:**

Due to the anticipated weather conditions, the spring road inspection was rescheduled to Tuesday April 24, 2018, at 8:00 AM.

#### **11. PERA Updates:**

Thomforde provided Public Employees Retirement Association (PERA) exclusion forms for the township officers that do not participate in PERA to sign. He also provided forms for those in PERA to designate a beneficiary.

#### **12. March 14 TCPA meeting recap:**

Thomforde attended the March Township Cooperative Planning Association (TCPA) meeting. He learned that they currently have \$396,000 in cash reserves, which is more than they feel they need to have on hand. New TCPA officers were elected. They are still looking for someone to serve as secretary.

#### **13. March 20 MAT Spring Training recap:**

Thomforde attended the MAT day-long clerk training session. The MAT opinion on how some things should be done doesn't always agree with our attorney's recommendations. We will follow our attorney's recommendations in those cases. The Executive Director for MAT has been terminated by a 5-7 split vote of the Board of Directors. No reason for the dismissal was

given. In the legislative update they said there are so many bills that are proposed, they aren't sure what is finally going to be passed into law.

Andrist attended the MAT day-long supervisor training session. They talked about using recycled shingles on roads. Currently there are no shingle recyclers in our local area. She looked into volunteers providing a hold-harmless form to the township. This will be investigated with our attorneys. Road chloride and information on holding the Board of Appeal and Equalization was also discussed at the training session.

**14. March 21 CPT meeting recap:**

Thomforde attended the March Community Planning Team (CPT) meeting held at the Pine Island High School. Milton Township reported they had 31 voters at their township election, and Pine Island Township reported they had 12 voters. New Haven Township did better with 71 votes. Weed spraying was discussed by Pine Island Township with little success. Arrangements have been made so that Ag Partners will notify elementary school when they are spraying the fields near the new school. Elk Run is working on recovering 50 acres of land they dedicated to MnDOT that was not used for new roads. EDA reported the new apartment building on Main Street should be open by November. Starting in May, Fahy-Gust will be attending the CPT meetings for New Haven Township.

**15. March 22 OCTOA meeting recap:**

Thomforde reported that the Olmsted County Township Officers Association (OCTOA) meeting discussion OIA payments, which returns some money from traffic fines to the townships. The County Attorney would like to have an agreement with the townships to give the money to the County for prosecution costs. The township attorney said that was not necessary. New Haven Township won't apply for an OIA number until the issues have been resolved.

Andrist reported that the 2 Olmsted County Board members attending the meeting were against the townships getting the OIA money from the State.

**16. Treasurer's Report:** Treasurer Figy presented a written treasurer's report detailing all bank accounts receipts and debits for March 2018. The March month-ending bank account balances were:

Checking Account	\$7,137.52
Money Market Deposit Account (MMDA)	\$158,590.82
Cash Reserves in Laddered CDs	\$407,932.35
<b>Total</b>	<b>\$573,660.69</b>

Hervey moved to approve the Treasurer's report, seconded by Andrist. The motion carried 2-0.

**17. Review and Pay Bills:**

Clerk Thomforde reviewed the current Schedule 1 report from CTAS (City and Township Accounting System) showing the balances in each of the different township funds. The total in all funds matches the total the Treasurer reported in the checking and savings accounts.

All claims received through April 9<sup>th</sup> were presented for payment consideration to the Board of Supervisors. Claims totaling \$54,756.65, plus payroll, were submitted for approval. This includes \$41,208 for fire and first responders last year, and \$2,500 contributions to each of the 3 cemeteries in the Township. The final payroll number paid in March, including PERA, was \$1,183.62. This number matches the cleared checks in Treasurer's written report.

Hervey made a motion to pay all bills, seconded by Andrist. The motion carried 2-0.

### **18. Road Maintenance Report – Mike Wood:**

Mike Wood reported that he has been plowing snow. He didn't plow Genoa Road because he was previously asked not to plow that section in the spring when the roads are soft. A complaint was received and he will now plow the New Haven section of the road as needed.

Thomforde presented an email regarding the rock on 75th Avenue, complaining the road becomes a sticky-muddy mess when wet. Mr. Wood said the road was rocked last year and the rock from Keller Quarry last year contained too many fines. The road will be checked out during the spring road inspection.

Thomforde presented an email regarding the snowplowing on 117th Street during the last snow event. It was later on April 3rd before the road was plowed. Mr. Wood explained that the roads were soft so he tried to wait until later so the snow could be cleared in one pass and make less of a mess.

Thomforde reported the mail boxes in front of his house were hit by the snow plow. Mr. Wood would like to see swing-away mail boxes installed along Plum Creek Road NW.

### **19. Planning & Zoning Report – Ann Fahy-Gust**

Planning & Zoning Administrator Ann Fahy-Gust reported:

- Completed the State building permit surcharges quarterly reporting. Due to the debit card limits, the payment will be in next month's claims.
- There was 1 new home permit and 1 shed permit.
- The previously approved resolution from the Interim Use Permit (IUP) for a child care facility was ready for signatures.
- She attended the flood management meeting. They did a good job explaining the new floodplain designations. New Haven Township has no homes within the floodplain designated areas, although some properties have areas designated floodplain.
- She met with the County to review the proposed land use plan that the Township Planning Advisory Commission has put together. They recommended proceeding with a public information meeting, and continue trying to engage the City of Pine Island. She will be convening a Planning Advisory Commission meeting to set up the public information meeting to get the information out to the public.

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

Thomforde presented a chart showing excerpts of revenues and expenditures from the Cash Basis Reporting Forms for the last three years. The Cash Basis Reporting Form is filed annually with the State Auditor. The excerpts chart allows a comparison of the different categories for the last three years. This information was requested at the last Annual Meeting and thought to be helpful. The chart is posted on the Township website.

The Township received the property tax statement for 2018. The market value of a property didn't change, and the taxes on the 40 acres decreased to \$2,820 for 2018 from \$3,062 last year.

The Board of Appeal and Equalization will be held April 11th beginning at 9:30 AM.

Hervey moved to set the price for homeowners to purchase fire signs installed by the township at \$50 again for 2018, seconded by Andrist. The motion carried 2-0.

**21. Adjournment:** With no further business before the Board, Chair Andrist adjourned the meeting at about 7:57 PM.

Approved by the Board,  
Date:

Attest,  
Date:

Mary Andrist – Chair  
For the New Haven Town Board

Dale J. Thomforde  
New Haven Township Clerk