

# *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 July 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 Denny Beyer 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 approve the agenda as printed, seconded by Hervey. The motion carried 3-0.

**3. Comments from the Chair:** Andrist said that she took the Minnesota Association of Township summer training course, and New Haven Township is doing everything just right.

**4. Public Hearing – Hoerle IUP:** The owners of the subject property of the public hearing were not present, and the fee for the Interim Use Permit (IUP) has not been paid. Fahy-Gust asked for advice from the Board on how to handle the event planned in September. The Board suggested sending them a letter telling them that holding the event is not legal.

**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:**

Hervey moved to approve the June 12, 2018, Regular Town Board meeting minutes as printed, seconded by Beyer. The motion carried 3-0.

### ***Old Business***

**7. 88th Avenue bus turnaround and maintenance:** Andrist met with Travis Bruce (9263 88th Ave NW), Mike Wood, and Clerk Thomforde at the south end of 88th Ave NW, and Mr. Bruce agreed to dedicate an easement on his property to build a turnaround for the school bus and road maintenance. Mike Wood estimated the cost for the turnaround would include a culvert and road rock. The fill will come from the ditch cleaning along 88th Ave, and needs to be deposited in any event, so there is no cost for that. The additional labor cost should be about \$1,000. Travis Bruce was present at the Town Board meeting and gave verbal agreement to dedicate the easement. The Town Board agreed to go ahead with constructing the turnaround. Thomforde distributed a handout with a copy of pages 16-17 from the Spring 2016 Minnesota Township Insider. This article titled “Is This a Township Road” discusses different types of recorded and unrecorded roads. This turnaround easement would be established under an expressed common law dedication.

**8. Hidden Meadows RV Park additional signage:** Hidden Meadows previously approached Fahy-Gust about adding additional signage to make it easier for people to find their location. They were invited to the last two Town Board meetings but have not appeared. Consideration of this request will be dropped unless brought up at a later time.

**9. Keller Quarry future use planning, lease expires July 15, 2018:** Beyer said John Allen wanted to talk to the Town Board about dumping fill in the pit, but he had an accident and could not appear. This is tabled until some later time.

**10. 110th Ave ROW dumping:** Fahy-Gust sent a letter to Adrian Heublein requesting that the materials dumped in the township road ROW be cleaned up due to the traffic safety hazard. Andrist asked Fahy-Gust to send another letter asking them to removed the material from the ROW within 7 seven days, and if he doesn't clean it up, the Township will have our road maintenance contractor clean it up and the Township will bill him for the cleanup cost.

### *New Business*

#### **11. Election Judge resolutions:**

Clerk Thomforde presented a resolution with nominations for election judges for the 2018 Primary and General Elections. Hervey made a motion to adopt *Resolution Appointing Election Judges for the 2018 Primary and General Elections #2018-11*, seconded by Beyer. The motion carried 3-0.

Thomforde presented a resolution for Supervisor Mary Andrist to serve as an election judge in 2018. Hervey moved to adopt the *Resolution Authorizing Contract with Interested Officer #2018-12*, seconded by Beyer. The motion carried 2-0, with Andrist abstaining. These resolutions are needed for Supervisors to serve as election judges.

**12. June 21 MAT Training recap:** Andrist attended the Minnesota Association of Township summer training course in Rochester. This session covered gravel roads. Many townships are struggling because they don't have people that know how to handle gravel roads. New Haven Township is fortunate that we have Mike Wood as our road contractor and he knows how to handle gravel roads. They discussed wages for election judges. The Township pays \$15 per hour, which is what most townships pay. Some pay more and some pay less. They also discussed how to handle people wearing political attire while voting. In general, it appears New Haven Township is doing things according to law. Andrist received complements from other township officers on our town hall and website.

**13. Trees Falling on Roads:** Beyer had a couple of emergency calls for trees that had fallen on 85th Street and 80th Avenue. He got a call from the sheriff and he spent a couple of hours helping to direct traffic until the roads were cleared.

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

Checking Account	\$5,454.30
Money Market Deposit Account (MMDA)	\$47,697.42
Pine Island Bank CDs	\$203,462.19
Cetera Investments CD	\$205,000.00
<b>Total Balance</b>	<b>\$461,613.91</b>

Figy reported that after the June statements, the township received payments from Olmsted County of \$64,562.74 for the first-half 2018 property taxes and \$17,500.00 for the final maintenance payment for the transfer of the old CR 113 to the Township.

Beyer moved to approve the Treasurer's report, seconded by Hervey. The motion carried 3-0.

**15. Review and Pay Bills:**

All claims received through July 10<sup>th</sup> were presented for payment consideration to the Board of Supervisors. Claims totaling \$19,871.39, plus payroll, were submitted for approval. This includes \$9,482.28 for road chloride and \$6,568 for road maintenance.

The final payroll number paid in June, including PERA (Minnesota Public Employees Retirement Association), was \$1,646.80. This number matches the cleared payroll checks in Treasurer's written report.

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

Thomforde presented a Schedule 1 report from CTAS showing a current Total Balance of all funds of \$524,395.98 after recent deposits and checks.

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

Mr. Wood reported that they graded roads, resulting in some calls about dust.

They mowed a top-cut along the roads. He bought a new mower which he is using to mow areas with wild parsnip.

He has cleaned out some ditches by Mike Frost and installed a new culvert.

**17. Public Hearing – Hoerle IUP (second try):**

The owners of the subject property of the public hearing were now present, so the public hearing was held.

Andrist asked Fahy-Gust to introduce the Interim Conditional Use Permit (IUP) request.

Planning & Zoning Administrator Ann Fahy-Gust stated that a notice was published in the paper to hold a public hearing tonight regarding an IUP request from Don and Julie Hoerle, 6632 91st Street NW. The purpose of the request is to hold events as a home business.

Andrist opened the public hearing.

Andrist asked if anyone would like to speak in favor of the request. Don Hoerle, applicant, said he was caught off guard and that they had two weddings over the last 2 years. They are planning on holding a fund raising event this year. Andrist asked if anyone else would like to speak in favor of the request. No one else came forward to speak in favor of the request.

Andrist asked if anyone would like to speak against the request. No one came forward to speak against of the request. Andrist reported that she received a message from Theresa Kundert (6916 91st Street NW) who wanted to be here tonight but was unable to attend. She was concerned about the number of events, traffic, dust, and liquor. Andrist asked again if anyone would like to speak against the request. No one came forward to speak against the request.

Andrist asked Planning & Zoning Administrator Ann Fahy-Gust to give her recommendation. Fahy-Gust said it would be nice to have another event center in the Township. There are a number of pieces that need to happen before it can be approved. It needs to be reviewed by the Fire Department, reviewed by the County, and they need to ensure there is sufficient parking. She does think it is within the ordinances for creating public meeting places. She recommended tentative approval and then she will check with the different authorities for reviews, and it can be revisited at the Town Board meeting next month for final approval. The time for operating the events will be set for IUP at that time. She asked if there should be any fine for holding previous events without approval. Don Hoerle explained that food and liquor was catered in at the previous events. They didn't know they were doing anything wrong at the time. So far they haven't charged for any of the events.

Beyer moved to close the public hearing, seconded by Hervey. The motion carried 3-0.

The Board agree not to impose any fine since they did not charge for the previous events. Andrist said they were kind of lucky with the previous events since there could be insurance problems holding a event without a permit. The first step is to get the required approvals, and also contact the neighbors to alleviate any concerns. Beyer made a motion to approve the IUP with the stipulations put together by Fahy-Gust, seconded by Hervey. The motion carried 3-0.

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

Planning & Zoning Administrator Ann Fahy-Gust reported:

- There was a demolition permit and 2 building permits.
- There is a variance coming up along with the IUP discussed earlier.
- They held the proposed land use plan information meetings. The City of Pine Island Mayor and Administrator attended one of the meetings. They plan approach the City of Pine Island to have more in-depth conversations about the intent of the land use plan, including modifying the orderly annexation agreements to match the land use plan, roads as pieces get annexed, and future development outside of the current plan. Andrist said she attended one of the information meetings and she was impressed by the presentation.
- There was a HUD home sold in Douglas that has a non-conforming septic and well. Fahy-Gust would like to hold a Douglas community meeting to discuss options and possible grant funding. She plans to send out postcards and hold a separate Planning and Zoning information meeting.
- There is a problem with the DMV with the new addressing on 100th Street and 110th Avenue. She contacted Olmsted County GIS and asked them to straighten

out the DMV so that people renewing their driver's licenses get the correct address.

- Fahy-Gust reported they are making good progress on the new Co Rd 5. Chris Hawkins (10232 105th Street NW) reported 105th Street is seeing a lot of traffic due to the closed roads for construction. He would like to see additional maintenance on the road. Fahy-Gust will contact the County to see if they can be of some assistance on the road due to the construction. They are also using 115th Street as a construction haul road for running empty dump trucks.

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

The road-closed signs have been removed on New Haven Road. They could be put up again in a couple hours if needed.

A request has been sent to Braaten Sand and Gravel for a refund for the unused portion of prepaid rock, which is \$7,707.31.

**20. Adjournment:** With no further business before the Board, Chair Andrist adjourned the meeting at about 7:42 PM.

Approved by the Board,  
Date:

Attest,  
Date:

Mary Andrist – Chair  
For the New Haven Town Board

Dale J. Thomforde  
New Haven Township Clerk

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of May, 20 18 statement

12300.52

Income Checking Acct

6-2 Chloride	1674.00
6-4 Chloride - CUP - Hall Rent - Permit	1909.00
6-9 Chloride - Hall Rent - Burn Permit	967.00
6-19 Bldg Permit - Fire Sign	457.21
6-27 Land Split - Rock Royalty - Chloride	942.00
6-13 Online Transfer From MMDA	50,000.00
Interest	1.76

Total Deposits

55950.97

Debits

3952 Ag Partners (L.P. Summer Fill)	447.81
3953 Rochester-Olmsted Planning Dept (Dec-May Service chg)	171.51
3954 Jd Kruger LLC dba CMS (Insp Fee)	1566.12
3955 Hemann Grover & Co. LTD (Payroll)	105.00
3956 Bruening Rock Products Inc (Road Rock)	32880.24
3957 Olmsted Co. Public Works (School Bus Signs)	475.38
3958 Barger Inc. (Genoa Paving)	15400.00
3960 Michael Wood LLC (Grading - Trash Pick-up)	8683.50
3961 Scott Ward (Gopher Bounty)	398.00
3962 Brian Hervey (Road Insp Mileage)	19.08
3963 Dale Thom Ford Reimbursement (Supplies)	195.25
20383 Wages	277.05
20384 Wages	721.14
20385 Wages	531.01
BerCom 77.26 GoDaddy 8.99 PERA	117.60
Pos Purchase Staples of Rock - Office Supplies	168.48
Culligan	41.70
People's Energy Co-op	152.07
3949 Chris Hawkins (PAC + BOA Mtg)	200.00
3950 Fogarty's Outdoor Service (Lawn Mowing) 150.00 Ann Fahy Gust (Map)	10.00

Total Debits

62,797.19

New Ending Balance of June, 20 18 statement

5454.30

