

New Haven Township

OLMSTED COUNTY, MINNESOTA — EST. 1858

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9024 COUNTY ROAD 3 NW, ORONOCO, MN 55960

Regular Monthly Town Board Meeting Minutes December 11, 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: Chair Andrist said that this is the last Town Board meeting for the year and the Township is finishing the year in good shape, especially financially.

4. Public Comment Time: Trevor Scrabeck (9455 110th Avenue NW) asked if the Township could do anything to prevent garbage and dead animal carcasses from being dumped along the road near his home. Unless a license number or ID can be provided to the sheriff, not much can be done. Possibly a trail cam could be used to catch them in the act. In the meantime, the Township will continue to pay our road maintenance contractor to pick up garbage that has been dumped.

5. Consent Agenda:

Hervey moved to approve the November 13, 2018, Regular Town Board meeting minutes as printed, seconded by Andrist. The motion carried 2-0.

Old Business

6. None

New Business

7. Cropland 3-year Lease Bid Review:

Two sealed written bids were received for leasing the Township cropland (33.5 acres, more or less) for three years, 2019-2021:

- A bid of \$4,500 per year (\$134.33 per acre) was received from Grady Stehr.
- A bid of \$5,628 per year (\$168.00 per acre) was received from Bruce and Bryce Moon Farm.

Hervey moved to accept the high bid from Bruce and Bryce Moon Farm, seconded by Andrist. The motion carried 2-0.

Clerk Thomforde will put together the lease agreement and obtain the needed signatures.

8. Annual Resolution Designating Polling Place for 2019: Andrist made a motion to adopt a *Resolution Designating Polling Place #2018-15*, seconded by Hervey. The motion carried 2-0.

9. March 2019 Township Election Calendar: Clerk Thomforde presented a two page summary of the March 2019 Township Election calendar. The candidate filing period will be from January 1 until January 15, at 5:00 PM. This has been posted and published in the Post Bulletin. It will be published in the News Record tomorrow, December 12. Notice will be given to the County Auditor by December 28 of the township election and any ballot questions. There are no township ballot questions this year. More to come at the January Town Board meeting.

10. CD reinvestment: Treasurer Figy reported that the Township has replaced the CD through Cetera Investments with a 2-year CD at the Pine Island Bank. They are matching the Cetera interest rate of 2.68% per year. The next CD will come up for renewal next April 2019.

11. Review Corey's Cleaning Service quote for Town Hall cleaning: Thomforde received a quote from Corey's Cleaning Service in Dodge Center to clean the town hall floors and apply 3 coats of polish, clean the carpets, and clean 6 chairs. Hervey moved to have Corey's Cleaning Service perform the work that was quoted at \$1,195, seconded by Andrist. The motion carried 2-0.

12. October 10 Rural Fire Association meeting recap: Hervey reported that the fire department would like to purchase a new fire truck that costs about \$400,000. That was tabled for now. They recently discovered that they have an extra \$50,000 in the bank in a CD that they weren't aware that they owned. The numbers aren't in yet for the townships' Rural Fire Association costs for next year.

13. November 29 OCTOA meeting recap: Beyer and Thomforde attended the meeting. They reviewed the MAT annual conference in Duluth. There is a power-generated tax in the state of \$1.20 per megawatt hour for solar farms and wind farms. 80% goes to the state, and 20% goes to the township. Fahy-Gust pointed out that solar farms are not permitted by ordinance in New Haven Township. Personal wind farms are allowed. A map of the 2019 road projects was received from the County. It does include extending CSAH 5 near the new school.

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

Checking Account	\$5,210.88
Money Market Deposit Account (MMDA)	\$103,672.61
Pine Island Bank 3 CDs	\$412,857.09
Minus 2 Outstanding Checks	-\$352.50
Total Balance	\$521,388.08

The MMDA balance includes the annexation payment of \$28,493.41 received last month from Elk Farm Four, LLC.

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

15. Review and Pay Bills:

All claims received through December 11th were presented for payment consideration to the Board of Supervisors. Claims totaling \$6,278.05, plus payroll, were submitted for approval. This includes \$3,272.50 for road maintenance.

The final payroll number paid in October, including PERA (Minnesota Public Employees Retirement Association), was \$2,005.15. This number matches the cleared payroll checks in Treasurer's written report, with the addition of 1 outstanding payroll check.

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

16. Road Maintenance Report – Mike Wood:

Mr. Wood reported that they have been plowing and sanding. He received a complaint from a resident in Douglas that they had plowed 4 feet into his yard on a corner.

He received permission from the Board to do tree work, as time and weather permits.

17. Planning & Zoning Report – Ann Fahy-Gust

Planning & Zoning Administrator Ann Fahy-Gust reported:

- This month, there were 2 permits issued, no variances, and lots of discussions about possible splits.
- There have been discussions on a CUPs (Conditional Use Permits) for sand mines. No additional temporary construction permits will be issued.
- She requested maps from the County on the proposed land-use plan. Still waiting for the County to get their broken printer fixed.
- There was a meeting regarding the sewer and water issues in Douglas, but with the holidays, not much action is expected until next year.
- She will be going to the consultation meetings on CSAH 5 extension.
- She attended a couple of meeting on the Pine Island well head protection plan.
- Parking on the road issues were reported in Genoa, possibly causing problems with snow removal. They will be plowed in if they continue parking on the road.
- There is a problem in Trophy Lakes with a garage built on the wrong property. Fahy-Gust may be called to testify in the case.
- She has been working with the Township Attorney to draft ordinances for administrative enforcement and fines. A first draft was distributed for review. Her plan is to have the final version ready review in January.
- New rates have been received from CMS. It doesn't appear the Township will need to increase its rates at this time.

18. Miscellaneous Mail Etc. – Clerk:

The laser printer has been acting up recently. Thomforde proposed buying a color inkjet printer to supplement the laser. Andrist made a motion to authorize the Clerk to spend up to \$400 on a new printer, seconded by Hervey. The motion carried 2-0.

Thomforde presented excerpts from the Minnesota State Auditor 2017 Town Finances Report. Once again, it shows that New Haven Township has the lowest property taxes in Olmsted County. It also shows New Haven Township has some of the highest cash reserves for townships in the County, with reserves of about 2.23 times the annual expenditures. The report has been included on the Township website and will be presented at the Annual Town Meeting on March 12, 2019.

The proposed 2019 tax statement for the taxable township property (quarry and cropland) was received. The proposed taxes are going to \$3076 next year, up from \$2820 this year.

A state pay equity report must be filed by January 31, 2019. With no full time employees, the township may not have anything to report. The Clerk will handle.

The township received documentation on the 125th Street transfer to the township.

Olmsted Aggregate (bought out Braaten Sand and Gravel) will be sending a rock royalty check for the road rock removed from the Keller Quarry.

Preliminary year-end financials will be distributed at the regular Town Board meeting next month, so they can be reviewed before the annual Board of Audit.

19. Adjournment: With no further business before the Board, Chair Andrist adjourned the meeting at about 7:55 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 October, 2018 statement

8190.19

Income Checking Acct

11-3-18 Kim Luckey (Hall Rent)	78.00
11-10-18 Ann Feby Gust (Bldg Permit)	199.43
Robert Pike (Temp Permit)	25.00
11-14-18 Lynn Glamm (Cont of Survey)	525.00
EIK Farm Four LLC (Land Annex)	575.66
EIK Farm Four LLC (Land Annex)	2797.75
11-14-18 Online Banking Transfer From MMNA	4500.00
11-30-18 Interest	1.06

Total Deposits

33,818.90

Debits

4006 J2 Krager LLC dba CMS (Insp Fee)	1343.08
4007 Bruening Rock Products Inc (Road Rock)	1,034.44
4008 Fogarty's Outdoor Service LLC (Lawn Mowing)	200.00
4009 Gopher Septic (Tank Pumping)	185.00
4010 Herman Grover & Co. LTD (Payroll)	105.00
4011 Ginger Carson (Election Judge)	232.50
4013 Mary Andrist (Election Judge)	39.00
4014 Dale Thomforde (Election Food - Supplies - Mileage)	115.52
4015 Michael Wood LLC (Grading - Clean-up - Sanding)	2865.00
20407 Wages	434.55
20408 Wages	105.00
20407 Wages	735.83
20411 Wages	540.25
Bev Comm	77.37
Go Daddy	8.99
11-19-18 online Banking Transfer out To MMNA	28493.41
PERA	84.52
Culligan	41.95
People's Energy Co-op	156.80

Total Debits

36,798.21

New Ending Balance of November, 2018 statement

5210.88

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of October, 2018 statement

79 524.94

Income

M M D A

11-19 Online Banking Transfer From Checking Acct	28493.41
11-23 Cetera Investment Dividend	2616.14
11-26 Reorg Cetera Investment	207,994.00
11-30 Interest	44.12

Total Deposits

236147.67

Debits

11-14 Online Banking Transfer Out To Checking Acct	4500.00
11-27 Checking Withdrawal	207,500.00

Total Debits

212,000.00

New Ending Balance of November, 2018 statement

103 672.61