

New Haven Township

OLMSTED COUNTY, MINNESOTA — EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, ORONOCO, MN 55960

Regular Monthly Town Board Meeting Minutes March 5, 2019

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 6:30 PM by Chair Mary Andrist. Quorum requirements were met with Supervisor Brian Hervey and Supervisor Denny Beyer also present. Also in attendance were Treasurer Bob Figy, Road-Maintenance Contractor Mike Wood, and Clerk Dale Thomforde. Planning and Zoning Administrator Ann Fahy-Gust was absent with notice.

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: Chair Andrist commented that we had a record breaking February with snow and cold.

4. Public Comment Time: No one from the public came forward to speak on items that were not otherwise included in this agenda.

5. Consent Agenda:

Beyer moved to approve the February 12, 2019, Annual Board of Audit meeting minutes as printed, seconded by Hervey. The motion carried 3-0.

Hervey moved to approve the February 12, 2019, Regular Town Board meeting minutes as printed, seconded by Beyer. The motion carried 3-0.

Old Business

6. Updated March 2019 Election Calendar: Thomforde presented an updated 2-page summary of the election calendar, with several more items completed. Thomforde noted that the Town Hall office will be open Saturday March 6, from 10:00 AM until noon for absentee voting. The reorganization meeting date was reaffirmed for April 2, 2019, at 6:30 PM.

New Business

7. Updated 2019 Budget:

Thomforde presented an updated budget for 2019, which includes the received road tax payment for 2019 of \$21,667, and the fire and first responders invoice of \$43,842. Hervey made a motion to approve the updated budget, seconded by Beyer. The motion carried 3-0. The updated budget was signed by the Supervisors and will be distributed at the Annual Town meeting.

8. Annual Meeting preparation:

Thomforde presented a draft handout packet for the Annual Meeting, including a tentative agenda. The final agenda will be set by the voters at the Annual Meeting. The Board of Audit meeting minutes will be read by the Clerk this year, as required by state law. An updated financial report is included in the handout packet. Andrist moved to recommend that the 2020 levy remain unchanged from the 2019 levy, seconded by Hervey. The motion carried 3-0. Excerpts from the MN State Auditor Cash Basis Reporting Form for the years 2016-2018 are included in the handout packet. Also included in the packet is a comparison of the 2019 property tax mills for all townships in Olmsted County, along with some nearby cities. Once again in 2019, New Haven Township has the lowest property tax mill rates in Olmsted County. The mill rate in New Haven Township increased by less than 1% in 2019 over 2018. Cemetery reports, road report, and Planning and Zoning report will be included in the handout packet. Beyer made a motion to keep the time for the March 10, 2020, township election at 5:00 PM to 8:00 PM, seconded by Andrist. The motion carried 3-0.

9. Disposition of Folding Chairs:

Beyer made a motion to sell the excess folding chairs at the Annual Meeting for \$1 each and the chair cart for \$5, seconded by Hervey. The motion carried 3-0.

10. Treasurer’s Report: Treasurer Figy presented a written treasurer’s report detailing all receipts and debits for February 2019. The February month-ending balances were:

Checking Account	\$12,598.63
Money Market Deposit Account (MMDA)	\$157,588.78
Pine Island Bank 3 CDs	\$415,226.90
Two Outstanding Checks	\$2,121.69
Total Balance	\$583,292.62

The Checking Account balance includes a payment of \$10,515 for snow removal and ROW maintenance. The MMDA balance includes the road tax payment of \$21,667.48 received last month from Olmsted County.

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

11. Review and Pay Bills:

Thomforde presented a CTAS Schedule 1 showing the balances in each of the township funds (General Fund, Road and Bridge Fund, etc.), and the total matches the total balance presented by the Treasurer.

All claims received through March 5 were presented for payment consideration to the Board of Supervisors. Claims totaling \$59,256.90, plus payroll, were submitted for approval. This includes the annual dues of \$43,842 for the Pine Island Area Fire District, and \$14,450 for road maintenance.

The final payroll number paid in February, including PERA (Minnesota Public Employees Retirement Association), was \$1,458.59. 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.

12. Road Maintenance Report:

Mr. Wood reported that he has been busy plowing snow. There have been some reports of mailboxes that have been damaged by snow plowing on the old CR 113. A number of mailboxes have had problems due to all the snow. There are some residents pushing snow across the road and into the ROW. This creates a problem with snow left in the road, a problem with blading the road with the wing down, and can act like a snow fence and causes drifting on the road.

13. Planning & Zoning Report

Planning & Zoning Administrator Ann Fahy-Gust submitted a written report:

- There was 1 permit issued this month for a furnace, no variances, and no splits.
- The Renner IUP (Interim Use Permit) was updated with the conditions requested.
- All land has been acquired for extension of CR5 which will start in spring as scheduled.
- Possible solid waste violation – Hoehne property. Working with Hoehne, Olmsted County and MPCA to resolve.
- Douglas septic discussions delayed with snow, etc.
- Land-use plan maps have been delivered to the City of Pine Island.
- Andrist reported that Fahy-Gust recently received notice that the issue with the garage built the wrong property in the Trophy Lakes addition has been resolved with the purchase of the property.

14. Miscellaneous Mail Etc. – Clerk:

A notice was received that the Board of Appeal and Equalization will be on April 17, 2019, from 9:30 AM - 10:00 AM.

A bridge inspection report was received from the County. A few bridges have small trees in the outlets that need to be removed. These will be checked out during the next road inspection.

No quotes were received last month for town hall lawn mowing. Brad Fogarty offered to extend the current contract. Andrist moved to extend the current contract for town hall lawn mowing with Fogarty Lawn Mowing Service for 2 years at the rate of \$50 per mowing, seconded by Beyer. The motion carried 3-0.

The Board authorized Beyer to purchase treats for the Annual Town meeting.

15. Adjournment: With no further business before the Board, Chair Andrist adjourned the meeting at about 7:28 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 January, 2019 statement

5840.93

Income Checking Account

2-4-19 Driveway Permit - Hall Rent - Rock Royalty	484.00
2-7-19 Bldg Permit	1957.51
2-14-19 Bldg Permit - Hall Rent - Land Rent	5843.00
2-13-19 online Banking Transfer From MMDA	13000.00
2-28-19 Interest	1.01

Total Deposits

21287.52

Debits

4041 Ag Partners Coop (LPGas)	291.92
4043 Post Bulletin Co. LLC (Legal Notices)	82.08
4044 Hemann Grover & Co. LTD (Payroll)	235.00
4045 News-Record Zumbrota (Legal Notices)	32.00
4046 Olmsted Co. Public Works (Street Signs Replacement)	81.78
4047 Carey's Cleaning Service (Town Hall Cleaning)	1195.00
4049 Dale Thomforde (Reimbursement - Supplies - Mileage)	335.37
4050 Michael Wood LLC (Snow Removal - Row)	10515.00
20421 Wages	207.79
20422 Wages	614.89
20423 Wages	535.63
Bevcomm	77.36
Go Daddy	8.99
PERA	100.28
Culligan	41.95
People's Energy Coop	174.78

Total Debits

14,529.82

New Ending Balance of February, 2019 statement

12,598.63

