

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 April 9, 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, 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: Chair Andrist commented that it is the time of year to be mindful of farm machinery, and hopefully, we won't need to be mindful for snow equipment.

4. Public Hearing – Borrow Pit Interim Use Permit (IUP) for Don Weis:

Andrist asked Ann Fahy-Gust read the notice that had been published and mailed. Andrist opened the public hearing and asked if anyone would like to speak in favor of approving the IUP. Applicant Don Weis (11918 County 3 Rd NW, Pine Island) said he needs to finish the project started last year to level the field off with the Right of Way (ROW) and turn it back into a farm field. Andrist asked three more times if anyone else would like to speak in favor of approving the IUP. Nobody came forward to speak. Andrist asked three times if anyone would like to speak against approving the IUP. Nobody came forward to speak. Fahy-Gust gave her recommendation to approve the IUP to finish the project with the conditions of only working during daylight hours, only sand digging, and will need to reapply if the project goes beyond 1 year. Olmsted County has already approved work in the ROW along County Road 3.

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

Beyer moved to approve the IUP, with the Fahy-Gust recommendations, seconded by Hervey. The motion carried 3-0.

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

5. Public Comment Time:

Leon Plantz from the Byron Snowmobile Club was present to apply for a Temporary Conditional Use Permit. He said this fall will be the 25th anniversary for the Snow Bear grass drags and swap meet. Hervey moved to approve the temporary CUP for the a special event and exhibition permit that has been held each year for the last several years, seconded by Beyer. The motion carried 3-0. Beyer moved to approve an on-sale 3.2 beer permit and raffle permit for the event, seconded by Hervey. The motion carried 3-0. Mr. Plantz also requested consideration of

waiving the \$100 temporary CUP permit fee since they didn't make any money on the event last year. Based on the balance in the Snow Bears treasury, the waiver request was denied.

6. Consent Agenda:

Beyer moved to approve the April 2, 2019, Special/Reorganization Town Board meeting minutes as printed, seconded by Hervey. The motion carried 3-0.

Old Business

7. Disposition of Folding Chairs:

Since none of the chairs sold at the Annual Town meeting, Fahy-Gust offered to list them for sale on Facebook at \$1 each.

New Business

8. Resolution re Pine Island Bank CD coming due April 15, 2019:

Treasurer Figy reported that the Township has a CD coming due on April 15. If the Pine Island Bank will match the interest rate available through Cetera Investments, he proposed that the funds be reinvested there. Figy has contacted the Bank to see if they would match the Cetera interest rate for a 3-year CD. The Board agreed to go with the Pine Island Bank if they will match the Cetera Investments interest rate on a 3-year CD. Andrist made a motion to adopt *Resolution Regarding Certificate of Deposit Reinvestment #2019-06*, seconded by Hervey. The motion carried 3-0.

9. Set time and date for spring road inspection:

It was agreed to hold the spring road inspection on April 20, 2019, beginning at 8:00 AM. The Clerk will post a meeting notice.

10. Update on CR 5 extension:

Fahy-Gust reported they had a meeting with the County and the City of Pine Island to review the plans for the extension of County Road 5 to connect to the Highway 52 intersection. A 2016 map of the extension was presented. All land ROW has been acquired. Bids have been let. The DNR has authorized building a temporary sand road bridge across the Zumbro River. Andrist reported the County had 30 bidders for the project. The low bid was for \$8,526,761, for the road and bridge. The County Board will choose the winning bid on April 16. It is scheduled to be paved in 2020.

11. March 19 MAT Spring Training recap:

Thomforde reported he learned more than expected at this training session. Recommendations on taking minutes were presented. They still claim net payroll is private information by state law. We follow this rule.

Denny reported they had an interesting speaker on drainage and drainage ditches.

Andrist reported they wanted to be sure there was a unanimous vote for transferring money between funds. Not much else was learned.

12. March 28 OCTOA meeting recap:

Beyer reported they talked about the County Road 5 extension. Thomforde reported the County presented a draft ordinance for the townships to adopt a State building code, which is covered by the next item on the agenda.

13. Discuss recommended building code ordinance:

The draft ordinance, from the County, to adopt a State building code was presented. Fahy-Gust said she will check into this and determine if we need to do anything.

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

Checking Account	\$3,644.76
Money Market Deposit Account (MMDA)	\$104,642.99
Pine Island Bank 3 CDs	\$415,226.90
Total Balance	\$523,514.65

The Checking Account balance includes the annual dues of \$43,842 for the Pine Island Area Fire District, and \$14,450 for road maintenance.

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

15. 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 a total matching the total balance presented by the Treasurer. The Clerk requested a motion to transfer \$1,500 from the General Fund to the Fire Fund, and \$7,500 from the General Fund to the Cemetery Fund, to keep those funds in the black on the books. Andrist made a motion for the transfers as requested, seconded by Hervey. Beyer voted yes. Andrist voted yes. Hervey voted yes. The motion carried 3-0.

All claims received through April 9 were presented for payment consideration to the Board of Supervisors. Claims totaling \$19,503.78, plus payroll, were submitted for approval. This includes \$7,214 for road maintenance and \$7,500 for 2019 cemetery appropriations.

The final payroll number paid in March, including PERA (Minnesota Public Employees Retirement Association), was \$1,140.11.

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

16. Road Maintenance Report:

Mr. Wood reported that he has been doing some spot blading. Since the roads are so soft, he didn't want to do more blading than necessary.. He checked out the culvert on 85th St NW where the water was going over the road this spring. The pipe is clear, and must have just frozen up. Some brush near there may need to be removed, and can be checked on the road inspection. He is ready for more snow but is hoping he doesn't need to plow unless necessary. Based on the state of the roads, more roads than usual may need road rock this year.

Trevor Scrabek reported mailbox damage. Mr. Wood checked it out and found it had been sawed off with a chainsaw. Mr. Scrabek is looking into purchasing a swing-away post. It needs to be placed in a location acceptable to the Post Master.

17. Planning & Zoning Report

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

- There was 1 permit issued, no variances, and one split coming.
- The Weis IUP (Interim Use Permit) was completed tonight.
- Working on a lot line shift for the garage in Trophy Lakes subdivision.
- Land-use plan maps have been delivered to the City of Pine Island and the Mayor is reviewing.
- Douglas well and septic discussions delayed with County personnel changes.
- Would like another 4-drawer file since the other cabinets are full. Andrist moved to have her purchase a file cabinet to suit her needs, seconded by Hervey. The motion carried 3-0.
- There have been requests from patrons to make payments via credit card. The Board discussed and decided not to accept credit cards.
- She will do the annual CUP review during the spring road inspection.
- The Pine Island Mayor asked if the townships would like to contribute to purchasing furniture for the new pool. There was no interest at this time.

18. Miscellaneous Mail Etc. – Clerk:

The Board of Appeal and Equalization will be on April 17, 2019, from 9:30 - 10:00 AM.

The property tax statement was received for 2019 for \$3,080. This is up from \$2,820 last year.

The 2018 CTAS report was filed with the MN State Auditor and the 2019 Township Officer list as filed with the Minnesota Association of Townships.

19. Adjournment: With no further business before the Board, Chair Andrist adjourned the meeting at about 7:40 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 February, 2019 statement

12598.63

Income Checking Account

3-12-19 Hall Rent - Int use Amt - Bldg Permit	665.00
3-25-19 Furnace Permit	65.00
3-6-19 Online Banking Transfer From MMA	53,000.00
Interest 3-29-19	1.94

Total Deposits

53,731.94

Debits

4042 Ja Kruger LLC dba CMS of Roch (Insp Fee)	920.01
4048 Olmsted Co. Assoc of Townships (MAT Dues)	1201.68
4051 Roch-Olmsted Planning Dept (Service Charges)	69.62
4052 News-Record Zumbrota (Legal Notices)	92.00
4053 Pine Island Area Fire District (Fire District Dues)	43842.00
4054 Michael Wood LLC (Snow Removal)	14,450.00
4055 Ja Kruger LLC dba CMS of Roch (Insp Fee)	679.78
20424 Wages	235.49
20425 Wages	299.40
20426 Wages	556.39
3-11 Bevcomm	77.36
3-15 PERA	48.83
3-18 Go Daddy	8.99
3-25 Culligan	41.95
3-25 People's Energy Co-op	167.11

Total Debits

62,685.81

New Ending Balance of March, 2019 statement

3644.76

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of February, 2019 statement

157,588.78

Income

M M D A

2-28	Interest	54.21

Total Deposits

54.21

Debits

3-6	Online Banking Transfer Out TO Checking Account	53,000.00

Total Debits

53,000.00

New Ending Balance of March, 2019 statement

104,642.99