

# *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 February 11, 2020**

### **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 recognized that Ann Fahy-Gust won the Amazing Women Award for the month of February, and passed along congratulations from the Board.

### **4. Public Comment Time:**

No one from the public came forward.

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

Andrist moved to reapprove December 10 Regular Town Board meeting minutes with the corrected attendance, seconded by Hervey. The motion carried 3-0.

Hervey moved to approve the January 14 Regular Town Board meeting minutes as written, seconded by Beyer. The motion carried 3-0.

### ***Old Business***

### **6. None.**

### ***New Business***

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

The following 2020 road rock quotes were received and opened at the meeting:

- Bruening Rock Products - \$7.89 per ton or \$10.58 per yard
- Olmsted Aggregate Inc. - \$10.99 per ton or \$14.84 per yard

A quote from Paulson rock products was not received in time for the meeting.

Andrist made a motion to accept all quotes, seconded by Hervey. The motion carried 3-0.

Assuming Bruening Rock Products can meet the Township delivery and quality requirements, the majority of the rock will probably be purchased from them. Otherwise, one or more other suppliers may be used.

**8. Cropland rental:**

Bruce Moon passed away and Bryce Moon isn't interested in continuing to rent the cropland. Andrist made a motion to advertise for bids to lease the 35 acres of cropland, with an option of 1, 2, or 3 years, seconded by Beyer. The motion carried 3-0.

**9. Resolution re transfer of maturing Certificate Of Deposit to MMDA:**

Hervey made a motion to adopt *Resolution #2020-07 Regarding Maturing Certificate of Deposit*. The motion was seconded by Beyer. The motion carried 3-0.

**10. Corrected Resolution for Hervey serving as election judge:**

Thomforde presented a corrected resolution for Supervisor Brian Hervey to serve as an election judge for elections during 2020. Andrist moved to adopt the *Resolution #2020-08 Resolution Authorizing Contract with Interested Officer*, seconded by Beyer. The motion carried 2-0, with Hervey abstaining.

**11. 2020 draft budget review:**

Thomforde presented a draft proposed budget for 2020, which anticipates utilizing \$57,704 from the Cash Reserves. There is a Fire District meeting on February 26, and the actual numbers for the 2020 should be available after the meeting. Approval of the budget was tabled until the next Town Board meeting.

**12. Reaffirm next regular Town Board meeting on Thursday March 5:**

Beyer made a motion hold the next regular Town Board meeting on Thursday March 5, at the regular time, seconded by Hervey. The motion carried 3-0.

**13. January 23 OCTOA meeting recap – Beyer, Thomforde:**

Beyer recalled State Senator Carla Nelson spoke at the meeting. The nomination primary release of information was a subject of discussion.

Thomforde said the County Sheriff showed the new body cameras they are using. The Property Records and Licensing Director said number of building permits for new homes in Rochester are way down, with the average price of \$350,000.

**14. Treasurer's Report:**

Treasurer Figy presented a written treasurer's report detailing all receipts and debits for January 2020. The January month-ending balances were:

Checking Account	\$14,374.27
Money Market Deposit Account (MMDA)	\$49,905.37
Pine Island Bank CD 02-13-2020 2.70%	\$105,526.78
Pine Island Bank CD 04-15-2022 2.58%	\$105,183.39
Pine Island Bank CD 11-27-2020 2.68%	\$202,993.40
Less outstanding check #4148	\$150.00
<b>Total Balance</b>	<b>\$477,833.21</b>

The Checking Account balance includes payments during January of \$6,375.50 for snow removal and road maintenance.

On January 24 the Township received a payment of \$1,376.78 from the County for the final 2019 property tax settlement payment. On January 31 the Township received a late payment of \$111.10 for Payment In Lieu of Taxes (PILT) for 2019.

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

#### **15. Review and Pay Bills:**

Clerk Thomforde presented a CTAS Schedule 1 showing the balances in each of the township funds (General Fund, Road and Bridge Fund, etc.), with a total matching the total balance presented by the Treasurer. All funds are currently in the black.

All claims received through February 11 were presented for payment consideration to the Board of Supervisors. Claims totaling \$11,326.95, plus payroll, were submitted for approval. The claims include \$8,655.50 for snow removal and road maintenance.

The final payroll number paid in January, including PERA (Minnesota Public Employees Retirement Association), was \$1,199.56.

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

#### **16. Road Maintenance Report:**

Mr. Wood reported that he has been trimming trees on 105th Street and in Genoa. A school bus got stuck at the end of 69th Ave. The Board will review putting in a turnaround on the spring road inspection. The turnarounds on 125th Street and 85th Avenue will also be reviewed. There is a problem with people leaving garbage cans and snow in Township right-of-ways. He will be doing some tree and brush removal on 88th Ave and Riverheights Court.

#### **17. Planning & Zoning Report**

Planning & Zoning Administrator Ann Fahy-Gust was present and submitted a written report. A copy is attached.

Fahy-Gust proposed waving town hall rental fee for the celebration of life for the Bruce Moon. Andrist moved to wave the fee, seconded by Hervey. The motion carried 3-0.

#### **18. Miscellaneous Mail Etc. – Clerk:**

The township legal seminar put on by Courie and Ruppe is planned for September 19 this year. Andrist moved to wave the town hall fee, seconded by Beyer. The motion carried 3-0.

The annual worker's comp survey was submitted to MATIT. This is used to determine the worker's comp premium for the following year.

The required annual indebtedness report was filed with the County. New Haven Township has no debt.

**19. Adjournment:** With no further business before the Board, Chair Andrist adjourned the meeting at about 7:18 PM.

Approved by the Board,  
Date:

Attest,  
Date:

*[Signed copy on file]*

*[Signed copy on file]*

Mary Andrist – Chair  
For the New Haven Town Board

Dale J. Thomforde  
New Haven Township Clerk

## January Report for Planning and Zoning New Haven Township

1. Recommend that in lieu of flowers for Bruce Moon that we waive the hall rental fee for the celebration of life on 2/12/2020
2. Building Permits - 2
3. Variance -0
4. Pending second dwelling interim CUP for hearing at March meeting
5. Split for Decorah Properties, letter for buyers to sign that they understand the land adjacent is under active permit for a gravel pit, letter to sellers that remainder of split must be joined to existing pit parcel, no further dwellings will be permitted. Note to Olmsted County for the driveway to be reduced from 3 to 2 and that the pit requires access lanes before it can be used.
6. Monthly report to assessor's office for December.
7. 2 hall rentals
8. Minutes from BoA meeting attached.
9. I have acquired a filing cabinet – donation from South by SouthEast Brewing, will bring it up when I can and get remainder of filing done.

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of December, 2020 statement

8401.23

Income

Checking Account

1-8-20	Hall Rent	75.00
1-23-20	Filing Fees - Hall Rent - Mech Permit	219.00
1-15-20	Online Banking Transfer from MMDA	9000.00
1-29-20	State of MN	8070.11
1-31-20	Interest	.85

Total Deposits

17364.96

Debits

4139	J&K Krager LLC dba CMS of Roch (Insp Fee)	1000.00
4140	Hemann Grover & CO. LTD (Payroll)	115.00
4141	Michael Wood LLC (Snow Removal - Pow Maint)	6375.50
4142	Olmsted County (Truth in Taxation Statements)	137.14
4143	News - Record Zumbrota (Legal Notice - Filing)	20.00
4144	MN Dept of Labor & Industry (Surcharge Confirm)	430.50
4145	Chris Hawkins (BOA Mtg)	50.00
4146	Donald Heller (BOA Mtg)	50.00
4147	Kenneth Markham (BOA Mtg)	150.00
4149	Dale Thom Forde (Reimbursement - Supplier - Mileage)	57.07
4150	Forum Communications CO. (Legal Notice - Filing)	27.84
20466	Wages	267.79
20467	Wages	412.08
20468	Wages	452.49
	Bevcom 77.53	77.53
	IRS Tax Pymt	1360.04
	Go-Daddy 8.99	8.99
	POS Purchase - Flowers	64.85
	Culligan	39.95
	PERA	67.20
	POS Purchase Flowers	64.85
	People's Energy Co-op	161.10

Total Debits

17,391.92

New Ending Balance of January, 2020 statement

14374.27

