

# New Haven Township

OLMSTED COUNTY, MINNESOTA — EST. 1858

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## Annual Town Meeting Minutes March 10, 2020

The Pledge of Allegiance was recited and the 2020 Annual Town Meeting of New Haven Township was called to order by Clerk Dale Thomforde at about 3:00 PM. About 23 attendees/voters were present, including all current Town Board members.

After welcoming comments, Clerk Thomforde requested nominations for the meeting moderator. Dave Klann (7143 75th St NW) nominated Mary Andrist (11233 Co Rd 3 NW); seconded by Betsy Carney (8444 117th St NW). No other nominations were made and the nominations were closed. The motion carried on a voice vote.

Clerk Thomforde turned the gavel over to Mary Andrist as moderator of the meeting. Moderator Andrist asked for a moment of silence to remember those members of the Township who passed away this year. After a moment of silence, Andrist requested that voters give their name and address for the record when speaking at the meeting. Andrist then asked the voters to set the meeting agenda.

**Voters set the agenda** – Dave Klann made a motion to use the tentative agenda that was printed in the handout packet; seconded by Gaylen Figy (7643 Exchange Ave NW). The motion carried on a voice vote.

**Review 2019 Annual Town Meeting Minutes** – Betsy Carney made a motion to dispense with a reading of the minutes and to approve the minutes as printed in the handout packet; seconded by Dave Klann. The motion carried on a voice vote.

**Treasurer's Report** – Town Treasurer Bob Figy directed attention to the Pine Island Bank account summary statement in the handout packet. The following were the account balances for year-end 2019:

Checking Account	\$8,401.23
Money Market Deposit Account (MMDA)	\$57,395.06
Pine Island Bank CD 02-13-2020 2.70%	\$105,526.78
Pine Island Bank CD 04-15-2022 2.58%	\$104,503.80
Pine Island Bank CD 11-27-2020 2.68%	\$202,993.40
<b>Total Balance</b>	<b>\$478,820.27</b>

Treasurer Figy said that in his opinion, the Township is sitting pretty good.

**Board of Audit and Financial Summary** – Clerk Thomforde read the Board of Audit meeting minutes, that were posted at least 1 hour before the meeting and also included in the handout packet. A minimum of two items per month were selected at random for audit and review. The Board of Audit had included reviewing copies of the CTAS (City and Township

Accounting System) receipts and disbursements ledgers for 2019, listing all receipts and disbursements sorted by category. No anomalies were noted during the audit and all records were found to be in order. Clerk Thomforde then reviewed Township Financial Summary, which included 2019, and prior years 2017 and 2018 for comparison. The Total Cash Reserves at the end of 2019 were \$478,820.27, which matches the Treasurer's bank balance. In 2019, expenditures exceeded the budget by \$39,040.55, partially due to the snow removal, road maintenance, flood repairs. The State Auditor Cash Reporting Form excerpts were reviewed, showing revenues for the year (down 15.1% in 2019) and disbursements for the year (up 21.7%), resulting in a deficit of \$93,114.55. The deficit was covered by reducing the cash reserves.

**Rural Fire Association Report** – Supervisor Brian Hervey presented the report. Hervey is the Town Board representative to the PI Area Fire District. The Fire District is made up of 5 rural townships and City of Pine Island. Expenses are split between the townships and the City of Pine Island. There was a request this year for a new pumper truck, which would cost about \$700,000. The current pumper truck was repaired and should be good for 5-7 years. A replacement tanker truck is planned to be purchased this year for about \$90,000 using money from the capital equipment fund. Hervey reviewed a handout sheet showing the Fire District budgets and dues for the townships for years 2011 through 2020. The Pine Island Fire Department has about 26 members and they run about 250 calls a year, and they do a good job. The City of Pine Island did order a new \$700,000 pump truck, but this will not satisfy the need for a new rural pumper truck in the future.

**Cemetery Reports** – Dave Klann spoke for Center Grove Cemetery. A written report was included in the handout packet for the Annual Meeting. They were in the black last year, but have a lot of planned projects for this year. Mr. Klann said they would have a difficult time without the help from the Township. Mike Frost (10101 85th St NW) spoke for Othello Cemetery. He said they had about the \$6,000 in expenses last year, including \$2,900 for lawn mowing. They had about \$3,675 in income, so they really appreciated the \$2,500 donation from the Township. Chris Hawkins (10232 105th St NW) spoke for the St. Michael's Cemetery Board. He assured the Township that the donation provided goes strictly to cover a portion of the maintenance cost, and they thanked the Township for the contribution. Moderator Andrist said the voters would be voting on the cemetery levy later in the meeting. She said Township appreciates the work these groups do since if they didn't maintain the cemeteries, the responsibility would fall back on the Township and it would be a much greater expense.

**Road Report by Contractor Mike Wood** – The Township has 33.4 miles of township roads, and a population of about 1,224. Mr. Wood reviewed his written report that was included in the handout packet. Bruening Rock Products was the road rock supplier last year. A list of roads rocked in 2019 was provided. Ditch cleaning was done on 85th Street. Shot rock from the quarry was used to repair flood damage to 85th Street. A culvert near the Genoa bridge was replaced. There was some tree removal along New Haven Road and Riverheights Court. Mr. Wood requested that residents try to keep garbage cans out of the roadways when he is snow

plowing and not to push snow onto the roadways which creates dangerous conditions for cars and snow plows.

**Planning & Zoning report** – P&Z Administrator Ann Fahy-Gust was unable to attend the meeting. She had submitted a written report that was provided in the handout packet. A summary of activity for 2019 was listed. In addition to building permits, conditional and interim use permits, variances, and splits, town hall rentals were up this year with a total of 45.

**2020 Budget** – Clerk Thomforde reviewed the budget for 2020, which included the levy approved at last year's Annual Meeting. With the anticipated revenues and disbursements, \$53,166 in transfers from cash reserves will be required to balance the budget. This number is typical or a little lower than the budget numbers for the last few years.

A page showing the 2019 property tax mill rates for townships and some cities in Olmsted County were presented. Once again, in 2019, the mill rates in New Haven Township are the lowest in Olmsted County.

### **Township Questions – *Binding unless changed by subsequent Special Town Meeting***

**Voters set the 2021 Township Levy** – The Town Board recommended Voters set the 2021 Levy at \$151,322 (an increase of +\$13,729), including:

- Continue General Fund Levy at \$30,000
- Increase Road and Bridge Levy to \$57,300 (an increase of +\$2,300)
- Increase Fire and First Responders Levy to \$56,522 (an increase of +\$11,429)
- Continue Cemetery Levy of \$7,500

This would result in a 10% increase from the total 2020 levy. In 2014, the New Haven Township levy was cut by 50%. The 2021 recommended levy will continue a long-term plan of balancing revenues and expenditures, while targeting and maintaining cash reserves of between \$300,000 and \$400,000.

Dave Klann made a motion to set the levy as recommend by the Town Board; seconded by Mark Gunderson (8649 85th St NW). The motion carried on a voice vote.

**Voters set the time and location for the 2021 Annual Town Meeting** – by law it must be held on March 9, 2021, with a bad weather date of March 16, 2021. LaMoyné Bruce (9474 Co Rd 105 NW) moved to keep the Annual Town meeting starting time at 3:00 PM at the Town Hall; seconded by Betsy Carney. The motion carried on a voice vote.

The Town Board had previously set the time for the Annual Town election from 5:00 PM to 8:00 PM on Tuesday March 9, 2021.

**Special events** – Voters set a maximum that the Town Board may spend to commemorate an event of historical significance to the town, to recognize volunteers, service efforts, and to recognize town officers, or to host or support a community celebration, under Minn. Stat. §365.10, subd. 12. In 2019, \$500 was spent for 4H cemetery cleanup. The Town

Board recommended an authorization of a total maximum of \$2,500 for 2020 for all of the above items. Dave Klann moved to set as recommended; seconded by Mark Gunderson. The motion carried on a voice vote.

**Other items of Township business for discussion and possible action**

Dave Klann thanked the Towns Board for what they had done this past year. He also requested that the Town Board consider raising the cemetery contribution by \$500 next year.

Linda Frost (10101 85th St NW) thanked Mike Wood for doing such a good job maintaining their road.

**Adjournment**

With no further business before the electors and no further comments or questions from anyone present, Moderator Andrist adjourned the meeting at about 3:50 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