

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA — EST. 1858

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## **Town Board Special/Reorganization Meeting Minutes April 7, 2020**

**1. Call to Order:** The Pledge of Allegiance was recited and a special/reorganization 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 Dennis Beyer and Supervisor Brian Hervey joining the meeting by telephone. Treasurer Robert Figy was in attendance by telephone, and Clerk Dale Thomforde was present at the Town Hall. Chris Hawkins had requested to be connected and was in attendance by telephone.

### **2. Teleconference Statement and Comments from the Chair:**

Chair Andrist read the teleconference statement: “Until further notice, under Emergency Executive Order 20-20 by Governor Walz "Directing Minnesotans to Stay at Home", and any follow-on orders, all New Haven Town Board meetings will be conducted by telephone - see Minn. Stat. § 13D.021. Although the meetings are open to the public, the Town Hall will not be open to the public. Interested members of the public can be connected to the open meeting by telephone. To be connected into the meeting, contact the Clerk at 507-226-1082 before the beginning of the meeting to provide your name and telephone number. In due course, the minutes of Town Board meetings are posted on the New Haven Township website.”

Chair Andrist also read a note she received from Ann Fahy-Gust, stating that she was happy with compensation she currently receives as Planning and Zoning Administrator, and doesn't feel that it needs to be increased. She thanked the Supervisors for the opportunity to serve the Township in the capacity as Planning and Zoning Administrator.

**3. Set Order of Agenda:** Beyer moved to approve the agenda as printed and to keep Reorganization Items A-O the same as last year.

- A. Select Town Board Chair for the next year  
(Mary Andrist)
- B. Select Vice-Chair to fill in when Chair is absent under Resolution #2017-08  
(Dennis Beyer)
- C. Select Rural Fire District representative  
(Brian Hervey)
- D. Designate supervisors to fill duties/positions created by the Town Board  
(Andrist - road authority, Beyer - building maintenance authority)
- E. Reaffirm or change gopher bounty Resolution #2017-09  
(\$2.50 for pocket gophers and \$1.00 for striped gophers)
- F. Designate an official newspaper(s)  
(Rochester Post Bulletin and Zumbrota News Record)

- G. Designate notice posting location(s)  
(town hall office door and township website)
- H. Designate official bank as the town depository  
(Pine Island Bank)
- I. Approve burning permit fee for the next year  
(\$5 for an annual permit and free at meetings)
- J. Reaffirm or change Township Officers compensation Resolution #2019-05  
(same compensation rates as last year)
- K. Set Planning and Zoning Administrator compensation  
(\$75 per meeting and \$22.50 per hour for hours outside of meetings)
- L. Set Election Judge Election Judge compensation  
(\$15 per hour)
- M. Review Board of Adjustment appointments and set compensation  
(no appointment changes and compensation at \$50 per meeting)
- N. Review Planning Advisory Commission appointments and set compensation  
(no appointment changes and compensation at \$50 per meeting)
- O. Adopt fee schedule policy (copies, NSF checks, etc.)  
(fee policy as posted on the Township website, Notices and Elections page)

The motion was seconded by Hervey. The roll call vote was Beyer - aye, Hervey - aye, and Andrist - aye. The motion carried 3-0.

#### **4. Additional Items**

- P. Consider any COVID-19 concerns:

Beyer asked if Emergency Management had given us any directions? No one was aware of any directions from them. No other concerns were raised.

- Q. Adopt regular Town Board meeting calendar, time, and cancellation dates:

Clerk Thomforde presented a proposed meeting calendar for the next year, continuing most regular monthly meetings on the second Tuesday of the month at 6:30 PM, with a backup cancellation date being two days later. Hervey moved to adopt the meeting calendar, seconded by Beyer. The roll call vote was Hervey - aye, Beyer - aye, and Andrist - aye. The motion carried 3-0.

- R. Consider any urgent concerns and plans for spring road inspection:

To help maintain social distancing, Andrist asked Mike Wood to put together a list of work items for the roads, and Thomforde will distribute the list to the Supervisors so they can if they wish, do their own inspection, and discuss the work items at the next meeting. All Supervisors were in agreement with this plan.

Andrist informed the Board that inappropriate materials were being dumped in the pit, and she notified Olmsted Aggregate that the pit was closed until further notice. It was agreed to defer further action until the next Town Board meeting.

S. Approve cemetery appropriations for 2020:

Andrist moved to continue to donate \$2,500 to each of the 3 cemeteries for maintenance and upkeep (\$7500 total). The motion was seconded by Hervey. The roll call vote was Andrist - aye, Hervey - aye, and Beyer - aye. The motion carried 3-0.

T. Approve 4-H project for 2020:

Beyer moved to approve a donation of \$500 for cleanup of the road ditches this year, seconded by Hervey. The roll call vote was Beyer - aye, Hervey - aye, and Andrist - aye. The motion carried 3-0.

**5. Adjournment:** With no further business on the agenda, Chair Andrist adjourned the meeting at about 6:40 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