

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 April 14, 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 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. Clerk Dale Thomforde was present at the Town Hall. Also in attendance by telephone were Treasurer Robert Figy, Planning and Zoning Administrator Ann Fahy-Gust, and Road-Maintenance Contractor Mike Wood.

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."

3. Set Meeting Agenda and Order:

Beyer moved to accept the agenda as printed, seconded by Andrist. The roll call vote was Andrist - aye, Beyer - aye, and Hervey - aye. The motion carried 3-0.

4. Public Hearing – Conditional Use Permit for a Greenhouse and Garden Center

Randy Hoberg has applied for a Conditional Use Permit (CUP) allowing operation of a greenhouse and garden center at 7326 100th Street NW, Pine Island. 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 CUP. Fahy-Gust had received 2 comments via email and a letter speaking favoring approval of the CUP:

- 1) Jeffery Billman (7730 Riverheights Ct NW) - It would be a great idea to allow Randy Hoberg to open up a garden center.
- 2) Jan and Kim Rupprecht (7222 100th Street NW) - We would like to express our support for granting Mr. Hoberg a CUP for the purpose of operating a greenhouse and garden center on his property at 7326 100th Street NW. Our home is just east of the Hoberg acreage. We look forward to having a greenhouse and garden center back in our neighborhood.

- 3) Randy Hoberg (7326 100th Street NW) - Submitted a letter requesting the New Haven Township Board approve a CUP for a home business/greenhouse/garden center with a list of reasons for approval.

Andrist asked Ann Fahy-Gust to give her recommendation. Fahy-Gust provided her recommendation in oral and written form recommending approval with two conditions:

- 1) That the permit be subject to annual review as with all other permits.
- 2) That the hours be set to minimize disturbance to others, Administrator is recommending 8 AM to 8 PM at a maximum.

Beyer moved to close the public hearing, seconded by Hervey. The roll call vote was Beyer - aye, Hervey - aye, and Andrist - aye. The motion carried 3-0.

Beyer asked if the applicant was on the conference call. He was not on the call. He did send in a letter which Fahy-Gust had read. Thomforde said that Mr. Hoberg did show up at the Town Hall, but since the Hall was closed to the public due to the COVID-19 situation, he was asked if he would like to be connected on the conference call. He said to just call him if there are any questions. Beyer wanted to ask him if he was agreeable to the conditions. Fahy-Gust said he was and he thought the hours were very generous.

Hervey moved to approve the CUP, seconded by Beyer. The roll call vote was Hervey - aye, Beyer - aye, and Andrist - aye. The motion carried 3-0.

Beyer moved to close the public hearing, seconded by Hervey. The roll call vote was Beyer - aye, Hervey - aye, and Andrist - aye. The motion carried 3-0.

5. Consent Agenda:

- A. March 5 Regular Town Board meeting minutes
- B. March 10 Annual Town meeting minutes
- C. March 10 Canvassing Board meeting minutes
- D. April 7 Special/Reorganization Town Board meeting minutes

Hervey moved to approve the Consent Agenda items A-D as written and distributed prior to the meeting, seconded by Beyer. The roll call vote was Hervey - aye, Beyer - aye, and Andrist - aye. The motion carried 3-0.

Old Business

6. None.

New Business

7. Spring road inspection review:

Mike Wood performed the road inspection this spring and provided a written report (attached) to the Board for review. The first item to be done is adding rock to the roads designated as due for rock by Mr. Wood. He thinks it will be about 5,000 to 6,000 cubic yards.

Items B and L can be worked on as he has time.

The Board was good with all items on the list.

Fahy-Gust reported Mel Eicher (9834 85th St NW) contacted her about a problem with a Co Rd 105 culvert. She asked him to contact the County. He had some concern it may affect the Township culvert on 85th Street, which will be dealt with if it becomes a problem.

8. Keller Quarry issues:

Andrist closed the quarry after they dumped a bunch of rebar etc. into the pit. DeCook said they would take care of it, and Fitzgerald cleaned it up and apologized. They also need to remove the crushed rock that they purchased, smooth out the farmer turnaround area, take care of the brush that was dumped, and keep the County road cleaned up. Andrist will contact Olmsted Aggregate and let them know what needs to be done before they can continue dumping in the pit. They can dump in the ravine on the west side after the issues are resolved.

9. Chloride dust-mitigation plans:

Fahy-Gust will put together a plan for doing chloride this year. Mailing checks for chloride might be an option this year with COVID-19 pandemic. Thomforde got a quote from NSI and the price for calcium chloride is up a lot this year. At the meeting on May 12th, the Board will continue making plans.

10. Student Trainee Election Judges:

Thomforde proposed using some student trainee election judges for the August and November elections coming up this year. This would be a good education opportunity for a couple of interested students. Thomforde proposed using 2 student election judges for about 6 hours each. Hervey moved to pay the student election judges the same as regular election judges (\$15 per hour), seconded by Beyer. The roll call vote was Hervey - aye, Beyer - aye, and Andrist - aye. The motion carried 3-0.

11. Treasurer's Report:

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

Checking Account	\$5,684.77
Money Market Deposit Account (MMDA)	\$120,697.84
Pine Island Bank CD 04-15-2022 2.58%	\$105,183.39
Pine Island Bank CD 11-27-2020 2.68%	\$204,364.63
Less Outstanding Check #4167	\$232.50
Total Balance	\$435,698.13

The Checking Account balance includes payments during March include \$4,887 for snow removal and road maintenance, and \$49,699 to the Pine Island Fire District for fire service and first responders for 2019.

Hervey moved to approve the Treasurer's report, seconded by Beyer. The roll call vote was Hervey - aye, Beyer - aye, and Andrist - aye. The motion carried 3-0.

12. 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 claims received through April 12 were presented for payment consideration to the Board of Supervisors. Claims totaling \$13,236.63, plus payroll, were submitted for approval. The claims include \$2,780.50 for snow removal and road maintenance, and \$2,500 to each of the three cemeteries in the Township.

The final payroll number paid in March, including PERA (Minnesota Public Employees Retirement Association), was \$1,973.54.

Hervey made a motion to pay all bills, seconded by Andrist. The roll call vote was Hervey - aye, Beyer - aye, and Andrist - aye. The motion carried 3-0.

13. Road Maintenance Report:

Mr. Wood covered the roads under the spring road inspection review.

14. Planning & Zoning Report

Fahy-Gust submitted a written report for review (attached). There were no other questions for her.

Rick Renner is requesting a temporary permit extension to continue work on the two gravel pits along Co Rd 3. Fahy-Gust will get back with him to let him know the Board is not interested in extending the temporary permits.

15. Miscellaneous Mail Etc. – Clerk:

Thomforde submitted a written report (attached)

A new chart with the 2020 mill rates for townships in Olmsted County was presented, showing New Haven Township has the lowest taxes in the County. The chart has been posted on the Township website.

A graph showing a projection of the township cash reserves and levy for the previous years and going 5-years forward. This shows maintaining cash reserves in the targeted range of \$300,000 to \$400,000. The graph has been posted on the Township website.

16. Adjournment: With no further business before the Board, Chair Andrist adjourned the meeting at about 7:32 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

New Haven Road Inspection Spring 2020

A. Roads to Rock

- 115 St NW
- 117 St NW
- West Center St
- 65 Ave NW
- 60 Ave NW
- 85 St NW (Co 3 to 60 Ave)
- 85 St NW (Co 105 to Co 14)
- 110 Ave NW (Kalmar line to 100 St NW)
- 88 Ave NW (Pressnall first driveway to turnaround)

B. 85 St NW: Clean ditch and pipe by Fuchs going downhill to Denny's. Tile wet spots between CO 5 & 110 Ave NW.

C. 110 Ave NW: Clean ditch open driveway pipes so they can drain south of Scott's to Lindahl's. Pipe #74 (north of kitchen) bottom rusted out.

D. 75 Ave NW: Clean ditch south of Eckdahl to Co 14 and Zwart's driveway

E. 88 Ave NW: Clean ditch from triple culvert's going south to field drive. New mail box posts. Clean ditch where I cut trees new Pressnall's. Road needs some rock in this spot.

F. 65 Ave NW: Culvert needs to be cleaned out (Peter Reese driveway)

G. West Center St & 65 Ave NW: Narrow up Intersection and fix drainage.

H. 105 St NW: clean ditch (Wobigs going west), (Thornton pipe #62) , (Hawkins pipe #61). Tile wet spot (Runge) going East up hill.

I. 125 St NW: Clean ditch narrow road up for better drainage fix turn around (west end). Add rock to east turn around make larger.

J. 85 Ave NW: straighten signs at the end of the road and put up new snow fence.

K. New Haven Rd: (Dunkle's hill) tile wet spot

L. Mechanic St & Pearl Ave: Cut Trees, add Recycled Rock.

M. Helen Ave NW & Edna St NW: Need Sign on Corner, add Recycled Rock.

NEW HAVEN PLANNING AND ZONING REPORT

APRIL 14, 2020

The month of March slowed significantly for building permits. In addition the closure of the hall for rentals has decreased that work as well.

As a result I have been able to start work on completing the filing that has built up for lack of a filing cabinet. We have moved a new one in and started right away on getting it filled up. There are a few more items that need to be scanned and filed and we will be caught up.

Of interest is the number of burning permits that have been requested recently I have set up a system where I ask if they are feeling unwell and if so, I have been using the drop box as a mechanism for them to receive and pay for a permit. If they are well, I will meet with them but I do have a mask now and gloves – just a precaution.

For March

1 building permit – home

2 splits – Pierce to Andrist and Kohlmeyer Trust to D. Kohlmeyer

1 PAC meeting to start process of splitting Yanish property as discussed in March meeting and continuing to May for decision

Called all rentals to cancel their reservations or reschedule them

MISCELLANEOUS MAIL ETC. - CLERK REPORT

APRIL 14, 2020

- Submitted CTAS 2019 Financial Report to MN State Auditor on March 15.
- Submitted Certified Levy Report to Olmsted County as authorized at Annual Meeting.
- Board of Appeal and Equalization will be April 15, 9:30 - 10:00 AM by teleconference
- Received 2021 Assessment Notice for taxable Township property. The 2020 assessment (taxes payable in 2021) increased to \$322,50 from \$318,700 in 2019.
- The Township Legal Seminar has been changed to September 12, 2020, at the request of the law office.
- Updated chart of mill rates for 2020 including all townships in Olmsted County
- Updated graph of anticipated cash reserves versus levy for the next 5 years

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of February, 2020 statement

4397.91

Income Checking Account

3-5-20 - Rezoning - Const Permit)	907.11
3-6-20 LCP	525.00
3-7-20 Bldg Permit	1116.91
3-6-20 Online Banking Transfer in From MMDA	57,000.00
3-31-20 Interest	.88

Total Deposits

59,549.90

Debits

4160 Michael Wood LLC (Snow Removal)	4887.00
4161 Pine Island area Fire District (Fire District Dues)	49,699.00
4162 JA Kruger LLC dba CMS of Rochester (Insp Fees)	797.37
4163 News - Record Zumbrota (Legal Notices)	57.06
4164 Gopher Septic Services Inc. (Septic Pumping)	200.00
4165 Leon Plants (PAC Mtg)	150.00
4168 Hemann Grover and Co. LTD (Payroll)	115.00
20472 Wages	477.79
20473 Wages	112.50
20474 Wages	415.31
20475 Wages	165.00
20476 Wages	255.00
20477 Wages	480.22
004166 Wages	100.00
3-10 Bevcomm	77.53
3-13 PERA	67.72
3-17 Go Daddy	8.99
Culligan 3-24	41.95
3-25 Peoples Elec Corp	155.60

Total Debits

58463.04

New Ending Balance of March, 2020 statement

5684.77

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of February, 2020 statement

177,626.83

Income

M M D A

3-31 Interest	71.01

Total Deposits

71.01

Debits

3-6-20 Online Banking Transfer Out To Checking Acct	57,000.00

Total Debits

57,000.00

New Ending Balance of March, 2020 statement

120,697.84