

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## **New Haven Town Board Regular Meeting Minutes**

**January 9, 2024**

Following the Pledge of Allegiance, the meeting was called to order at 6:30 PM by Chair Dale Thomforde. Present were Supervisor David Andrist and Supervisor Ann Fahy-Gust to constitute a quorum. Also in attendance were Treasurer Robert Figy and Clerk Donna Beyer.

**Set Agenda and Order** – Fahy-Gust asked to strike “consider resolution regarding route of Mankato to Mississippi River Transmission line” from the agenda citing a previous decision of the Board to only consider a resolution if requested by residents. Discussion followed and it was decided to change the agenda item to “update regarding the transmission line.” Fahy-Gust made a motion to approve the agenda and order as amended. Motion seconded by Andrist and carried 3-0.

**Comments from the Chair** – “The clerk has been busy. We have several resolutions to consider tonight.”

**Comments from the Public** – None

**Consent Agenda** – Andrist made a motion to approve the December 12 meeting minutes as written. The motion was seconded by Fahy-Gust and carried 3-0.

**Old Business** – None

### **New Business:**

**Update regarding route of Mankato to Mississippi River Transmission Line** - Trevor Scrabeck, 9455 110<sup>th</sup> Avenue, Pine Island, stated concerns regarding the proposed route which will be near his home. He flies an airplane and is concerned that the lines will cause issues with takeoff and landing of his plane. Jay Burke (landowner of property along 75<sup>th</sup> Ave NW across from Northwoods Orchard) stated that he spoke with Xcel Energy regarding his concern that the line would be where he has already placed a driveway, drilled a well, etc., to build a home. He stated that they were willing to accommodate this and moved the line north to avoid his building site. Scrabeck felt that they were not willing to work with his issue. There is a resolution that has been passed by Oronoco Township and Cascade Township asking Xcel Energy to consider using the route used previously which runs to the north of the townships and across Lake Zumbro. This would result in no line through New Haven Township. Discussion occurred with no action taken.

**Discuss Culvert/Bridge Replacement Incentive Program** – The Minnesota Department of Natural Resources is offering a program which would assist with replacement of bridges. It was determined that any township bridges that might need replacement would not meet the requirements of the program.

**Resolution appointing Election Judges for the March 5 election (Resolution 2024-1)** – Proposed election judges for the March 5 Presidential Primary are David Andrist, Ann Fahy-Gust, Robert Figy, Donna Hochberger, Ginger Carson Roberts, Dale Thomforde, and Donna Beyer, with Donna Beyer serving as head judge. Fahy-Gust made a motion to approve the proposed election judge roster. Motion seconded by Andrist and carried 3-0.

**Resolution appointing Election Judges for the March 12 Township election (Resolution 2024-2)** Proposed election judges for the township election are Ann Fahy-Gust, Robert Figy, Ginger Carson Roberts, and Dale Thomforde, who will serve as the head judge. Alternate judge is Donna Hochberger. Fahy-Gust made a motion to approve the panel of judges, motion seconded by Thomforde and carried 3-0.

**Resolution establishing Absentee Ballot Board for the March 12 Township election (Resolution 2024-3)** – The proposed Board members are Ann Fahy-Gust, Robert Figy, Ginger Carson Roberts, and Dale Thomforde with Donna Hochberger serving as the alternative. Fahy-Gust made a motion to approve the Absentee Ballot Board, motion seconded by Andrist and carried 3-0.

**Resolution authorizing contract with interested officers (Resolution 2024-4)** – Thomforde made a motion to approve Ann Fahy-Gust to serve as an election judge during 2024. Motion seconded by Andrist and carried 2-0 with Fahy-Gust abstaining.

**Resolution authorizing contract with interested officers (Resolution 2024-5)** – Fahy-Gust made a motion to approve Dale Thomforde to serve as an election judge during 2024. Motion seconded by Andrist and carried 2-0 with Thomforde abstaining.

**Resolution authorizing contract with interested officers (Resolution 2024-6)** – Fahy-Gust made a motion to approve David Andrist to serve as an election judge during 2024. Motion seconded by Thomforde and carried 2-0 with Andrist abstaining.

**Resolution for CD due January 15, 2024 (Resolution 2024-7)** – Fahy-Gust made a motion to approve the resolution to reinvest \$100,000.00 of the maturing CD with Frandsen Investment Services and deposit any remaining amount in the Money Market account. Motion seconded by Andrist and carried 3-0.

**Set date and time for Board of Audit (February 13 at 5:30 PM proposed)** – It was determined that all were able to meet on that date and time.

**Reaffirm March 7 Regular Town Board meeting date** – Since the Township Annual Meeting is on March 12, the second Tuesday of the month, the Board needs to meet on an alternate date. Due to conflicts, it was decided that the March Town Board meeting would occur at 10 AM on Saturday, March 9.

**Preliminary 2023 Financial Summary and 2024 Budget** – The Board reviewed the yearend financial summary for 2023 which includes the years of 2021 and 2022 for comparison. Total cash reserves were \$447,512.93, a decrease of \$53,057.21 from 2022 which is close to the budgeted decrease of \$52,720.00.

**Cash Basis Reporting Excerpts** – The Board reviewed the State Auditor Cash Basis Reporting Form which also shows the percent change in specific revenues and expenditures

from the previous year. Since the ARPA fund did not provide new monies this year, this decreased by 100%. The investment earnings increased by 108% due to the increased rates on investments. Overall, revenues were down 32%. Expenditures for supervisors were up 13% while expenditures for the clerk and treasurer were down 11%, other protection (Planning and Zoning Boards and Commissions) were down 60%. Street maintenance was down 9% but snow and ice removal were up 52.5%. Overall, expenditures were down 1.2%.

**Draft budget for 2024** – The Board looked at a preliminary budget for 2024. All were asked to review the proposed budget. The Board will discuss further at the next Board Meeting.

**Discuss plans for January OCTOA (Olmsted County Township Officers Association) meeting** – Orion Township is co-hosting the event with New Haven Township. Beyer contacted Don Hodgkinson, Orion Township clerk. It has been decided that New Haven Township will provide the beverages for the meeting at our town hall on January 25.

**TCPA (Township Cooperative Planning Association) meeting recap** – Fahy-Gust reported that they are hopeful that a replacement for Dave Meir has been found. The request to be dismissed from the lawsuit against Rochester Township and TCPA was rejected so TCPA will need to continue responding to the suit. Financially, TCPA is stable. There is still talk about a dog ordinance and Olmsted County is working on an agreement with Leads and Leashes to board dogs that are picked up. The Sheriff's department does not want to deal with these situations except in the case of dangerous dogs.

**Road Report** – Mike Wood, road maintenance contractor, reported that he plans to begin work on the removal of trees noted during the road inspection. He did the first plowing of the year today.

**Treasurer's Report** – Figy provided a detailed report of the financial transactions for the month of December. Account balances at the end of December were:

Frandsen Bank :	Checking account	\$ 5,328.39
	Money Market account	\$ 143,405.21
	CD 9 MO 3.85% 1/15/2024	\$ 100,000.00
Frandsen Investment	Bank of the Ozarks 4.55% 2/23/2024	\$ 100,000.00
Services:	JP Morgan Chase 5.02% 1/6/2025	\$ 100,000.00
Less:	Outstanding Check # 6414	\$ 251.00
	Outstanding Check # 20649	\$ 969.67
<b>Total Deposits</b>		<b>\$ 447,512.93</b>

Fahy-Gust made a motion to approve the Treasurer's report. Motion seconded by Andrist and carried 3-0.

**Review /Pay bills** – Beyer presented Schedule 1 (Statement of receipts, disbursements, and balances) which concurred with the Treasurer’s report. The ARPA fund is now at a zero balance with all other funds showing a positive balance. Claims totaling \$2,837.79 were presented for payment. This included \$1,220.24 for payroll taxes for 4<sup>th</sup> quarter of 2023 and \$831.12 to Minnesota Association of Townships for membership dues. Fahy-Gust made a motion to pay all bills which was seconded by Andrist and carried 3-0.

**Mail/Miscellaneous** – Beyer received two communications from the State Office of Administrative Hearings regarding approvals of annexations into Pine Island. One is land owned by Leitzen and the township received compensation for this. The other, approximately 5 acres, is just to the south of Pine Island. These are both part of the orderly annexation agreement with Pine Island.

Beyer received information regarding a Hazard Mitigation meeting in February that she is planning to attend.

Burning Permits – Beyer reached out to the Minnesota Department of Natural Resources regarding burning permits and will be attending a session regarding this in February. She will provide more information to the Board regarding this issue at the next Board meeting.

With no other business before the Board, Fahy-Gust made a motion to adjourn the meeting. This was seconded by Thomforde and the meeting was adjourned at 8:20 PM.

Approved by the Board,

Signed:

(Signed copy on file)

Date:

Dale Thomforde, Chair

For the New Haven Town Board

Signed:

Date:

Donna Beyer

Township Clerk

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of November, 2023 statement

3654.98

Income

Checking Account

12/13 online Banking Transfer in From MMDA	8000.00
12/29 Interest	.15
12/29 Paper Statement Fee Refund	5.00
12/12/2023 Hall Rent (a)	<del>275.00</del>
12/21/2023 Hall Rent (a)	150.00

Total Deposits

8430.15

Debits

4604 Michael Wood LLC (Road Maintenance)	3215.00
4605 MATIT (Workers Comp Premium)	570.00
4606 Hemann Grover & Co. LTD Payroll	135.00
4607 Grimsrud Publishing Inc (Legal Notice)	43.25
4608 Forum Comm Co. (Legal Action)	59.57
4609 Michael Bruce (PAC Mtg)	50.00
4610 Karl Toft (PAC Mtg)	50.00
4611 Chris Hawkins (PAC Mtg)	50.00
4613 Bill Brown (Gopher Bounty)	125.00
4614 Dale J Thomforde (Mileage)	47.16
20647 Wages	323.22
20648 Wages	507.92
20650 Wages	969.67
20651 Wages	323.22
BevComm	78.14
Calligan Water	43.95
PFC	160.69
Paper Statement Fee	5.00

Total Debits

6756.79

New Ending Balance of December, 2023 statement

5328.39

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of November, 2023 statement

143,075.29

Income

M M D A

12/26 State of MN Tax	3662.34
12/28 Credit LPL Investment	4557.00
Interest	110.60

Total Deposits

8329.94

Debits

12/13 Online Banking Transfer out to Checking Account	8000.00

Total Debits

8000.00

New Ending Balance of December, 2023 statement

143,405.29

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## Board of Audit Meeting

February 13, 2024

The Town Board met as the Board of Audit to review the financial records for the year 2023 kept by Treasurer Robert Figy and Clerk Donna Beyer. Following the Pledge of Allegiance, the meeting was called to order at 5:30 PM by Chair Dale Thomforde. Supervisor Ann Fahy-Gust and Supervisor David Andrist were present to constitute a quorum. Also present were Treasurer Robert Figy and Clerk Donna Beyer.

Thomforde made a motion that an audit of random disbursements, a selection of a minimum of two claims from each month, would adequately represent the attention to detail and accounting practices for the township, matching each disbursement to the claim receipt, check number, amount payee and month. The motion was seconded by Andrist and carried 3-0.

The following disbursements were audited:

MONTH	DISBURSEMENT 1	DISBURSEMENT 2	DISBURSEMENT 3
January	4505	4509	
February	4511	4514	4518
March	4521	4527	
April	4534	4538	
May	20620	4540	
June	1254	4546	
July	4564	4567	
August	20633	1263	4579
September	1267	4581	
October	20642	4595	
November	1274	4602	
December	1277	4605	

No discrepancies were noted, and the records appear to be in order.

A summary of the 2023 Financials was reviewed. Thomforde made a motion to approve the 2023 Financial Summary, seconded by Andrist. The motion carried 3-0. The summary was signed by all three supervisors, the treasurer, and the clerk.

Thomforde made a motion finding that the audit was complete and accurate. The motion was seconded by Fahy-Gust and carried 3-0.

Fahy-Gust made a motion to adjourn the meeting which was seconded by Andrist. The meeting was adjourned at 6:10 PM.

Approved by the Board,

Signed:

Attest:

(Signed copy on file)

Date:

Dale Thomforde, Chair

For the New Haven Town Board

Date:

Donna Beyer

New Haven Township Clerk



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## New Haven Township Regular Meeting Minutes

February 13, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Dale Thomforde at 6:30 PM. Supervisor Ann Fahy-Gust and Supervisor David Andrist were present to constitute a quorum. Also present were Treasurer Robert Figy and Clerk Donna Beyer.

**Set Agenda and Order** – Fahy-Gust made a motion to approve the agenda and order as written. Motion was seconded by Andrist and carried 3-0.

**Comments from the Chair** – “This has been a busy month for the clerk.”

**Public comments** – None

**Consent Agenda** – Andrist made a motion to approve the January 9 meeting minutes as written. The motion was seconded by Fahy-Gust and carried 3-0.

**Old Business** – Update on Mankato to Mississippi River Transmission Line - Thomforde gave an update on the status of the planned transmission line. Pine Island Township, Oronoco Township and Cascade Township all signed a resolution asking to include paralleling the CapX2020 route from Pine Island across the Zumbro River to Chester Junction as an option for the planned Xcel Energy transmission line route. The City of Oronoco has also expressed concerns since the plan could route the line through an area where they are planning a city park. Xcel Energy has agreed to study this route for their submission to the PUC (Public Utilities Commission) who will make the determination of where the transmission line will be located.

**New Business** – McConahey Metes and Bounds Split – Dave Meir, Township Cooperative Planning Association, gave a detailed report on the proposed split. Peter McConahey is splitting off 12 acres of land and planning to sell it to Nathan O’Brien who plans to use the property for farming purposes, although the property would be buildable with a road access easement. Both Mr. McConahey and Mr. O’Brien were at the meeting. Following a discussion, Fahy-Gust made a motion to approve the split. The motion was seconded by Andrist and carried 3-0.

**2024 Township Budget/Preparation for Annual Meeting** – The 2024 budget was briefly reviewed, but it was decided that it would be easier to understand if the budget was combined with the excerpts table from previous years, as suggested by Chris Hawkins. The budget will be reviewed at the March meeting. Beyer will handle obtaining refreshments for the Annual Meeting.

Thomforde suggested that the Board needs to consider their recommendations for the 2025 levy. It was increased at the 2021 Annual Meeting for 2022 but was kept stable for 2023 and

2024. The Board might want to consider recommending an increase of the levy by approximately 5%, roughly \$10,000, which will be discussed further at the March meeting.

**Burning Permits** – Beyer and Thomforde attended a DNR (Department of Natural Resources) presentation to become fire wardens. As discussed at the 2023 Annual Meeting, the Board had been advised that we could not continue to issue permits as in the past. Fire Wardens can issue 1-day or 3-day paper permits and charge up to \$1.00 for the permit. A yearlong permit can be obtained online for a \$5.00 fee from the DNR webpage. It is up to the individual to decide whether they want to purchase a permit online or get a short-term permit. Beyer and Thomforde will assist as needed with purchasing online permits or issuing short-term permits. Either way, the individual does need to call a number to receive an activation number which needs to be written on the permit. Fahy-Gust made a motion that no fees be charged for the paper permits. Motion seconded by Andrist and carried 3-0.

Prairie Island Indian Community/Elk Run – A letter was received from the Department of Interior Bureau of Indian Affairs regarding the proposed change of Elk Run land from private land to government trust land. The letter requested information from New Haven Township regarding the impact this would have on the Township. The Township was asked about the financial impact, whether there were any assessments against the properties, what services were provided by the Township to the property, and whether the proposed use would be consistent or inconsistent with the zoning of the property. There are 3 parcels in New Haven Township that are included in the proposal. Thomforde and Beyer drafted a response which was reviewed at the meeting. The Board decided to send the letter as drafted.

**Resolution for CD maturing on 2/23/2024** – Fahy-Gust made a motion to approve Resolution 2024-08 to reinvest \$50,000.00 in a 3-month CD with Frandsen Investment Services and \$50,000.00 in a 1-year CD with Frandsen Investment Services, with any remaining funds to be deposited in the Money Market Account. Motion seconded by Andrist and carried 3-0.

**TCPA (Township Cooperative Planning Association) Meeting Recap** – Fahy-Gust reported that Ethan Kaske has been hired for training to eventually replace Dave Meir, who plans to retire later this year. There are new rates for septic inspections and a proposal from WSE Engineering for building permit inspection fees. This was tabled for further review at the next TCPA meeting. Oronoco Township will be joining TCPA. Financially TCPA is stable, with total assets of \$382,000, but they are aware that expenses will be higher with the addition of the third planner. The Department of Natural Resources is continuing to review the proposed Floodplain ordinance. Once completed, it will be approved by TCPA and brought to the townships.

**Rural Fire Association Meeting Recap** – Fahy-Gust reported that Beyer was approved to assume the role of secretary/treasurer for the Association. The Association will be holding its Annual Meeting on February 28. The Association has asked that an alternate be appointed to attend the meeting in the absence of Fahy-Gust. Thomforde made a motion that Beyer be appointed as the alternate. Motion seconded by Andrist and carried 3-0.

**OCTOA (Olmsted County Township Officers Association) Meeting Recap** – Andrist, Thomforde and Beyer attended the meeting on January 25<sup>th</sup> at the New Haven Township Hall. Andrist reported that bridge inspections have been completed for the year and that nitrates were going down in the soil about 8 feet a year, depending on soil type. Beyer recalled that a question was raised regarding having meetings in a central location. Thomforde mentioned that the Minnesota Association of Township meeting did not have a quorum to be able to vote on the

proposed bylaw changes at their annual meeting in St. Cloud. This will now be done during the short course period. Township Days will occur in April. People can now register to be permanent absentee voters and have a ballot sent to them for each election.

**Road Report** – Mike Wood, road maintenance contractor, reported that he has done some tree trimming, also has done some grading to pull gravel from the edge back onto the road. Andrist reported that the County closed hauling into our pit due to excessive dirt on the roads. Apparently, another contractor started to haul dirt into the pit without permission, contributing to the problem, but was unwilling to assist with the cleanup. This situation has been resolved and they are again hauling but making more effort to keep the roads clean.

**Treasurer’s Report** – Figy gave a detailed report of the banking transactions occurring in January. Account balances at the end of January were:

Frandsen Bank:	Checking Account	\$ 3,431.23
	Money Market Account	\$158,714.89
Frandsen Investment Services	Bank of the Ozarks 4.55% 2/23/24	\$100,000.00
(LPL Investments)	JP Morgan Chase 5.02% 1/6/25	\$100,000.00
	Flagstar Bank 4.7% 7/19/25	\$100,000.00
Total Deposits		\$462,146.12

Fahy-Gust made a motion to approve the Treasurer’s report. Motion seconded by Andrist and carried 3-0.

**Review/Pay bills** – Beyer presented Schedule 1 (Statement of Receipts, Disbursements and Balances) which concurred with the Treasurer’s report. Bills totaling \$11,238.97 were presented for payment. This included \$9,420.00 for road maintenance (snow plowing, grading, and tree work) and \$608.02 for signage for the restricted bridge on 85th Street. Fahy-Gust made a motion to pay all bills. Motion seconded by Andrist and carried 3-0.

**Mail/Miscellaneous** – The Township received a corrected order approving annexation of a portion of Section 3 into Pine Island.

The Township received a communication from MATIT (Minnesota Association of Townships Insurance Trust) that they were extending insurance coverage for the Town Hall until July 1, 2024 at no additional cost.

Culligan of Byron is under new management.

A communication was received from Arrow Treeworks of Zumbrota wanting to provide roadside clearing, spraying etc. They were advised that the Township was currently under contract for these services until next spring, but they would be welcome to submit a bid at that time.

Freeborn County Cooperative Oil will be offering chloride for township purchase again this year.

With no other business before the Board, Fahy-Gust made a motion to adjourn the meeting. The motion was seconded by Andrist and carried 3-0. The meeting was adjourned at 8:16 PM.

Approved by the Board

Signed:

Signed:

(Signed copy on file)

Date:

Date:

Dale Thomforde, Chair

Donna Beyer

For the New Haven Town Board

Township Clerk

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of December, 2023 statement

5328.39

Income

Checking Account

1-8	Hall Rent - Tax Loss	124.68
1-8	Tax Loss	8071.37
1-31	Interest	.12
1-31	Refund	5.00

Total Deposits

8171.18

Debits

4612	Duane Friese (Gopher Bounty)	251.00
4615	Hemann Grover & Co. LTD Payroll	135.00
4616	Grimstad Publishing INC. (Legal Notices)	108.13
4617	Olmsted Co (Truth in Taxation)	175.46
4618	MAT (Dues)	831.12
4619	David Andrist (Mileage)	19.00
4620	Donna Beyer (Mileage - Supplies)	632.3
4621	Forum Comm Co. (Legal Notices)	30.59
20649	Payroll	969.67
20652	Payroll	281.67
20653	Payroll	438.66
20654	Payroll	253.96
	Beverly m	78.15
	IRS Tax Pymt	1220.24
	Culligan water	51.49
	PEC	157.97
	Paper statement Fee	5.00
	Online Banking Transfers	5000.00

Total Debits

10,068.34

New Ending Balance of January, 2024 statement

3431.23

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of December, 2023 statement

143,405.21

Income

MMDA

1-18	IN From Mature ED	102,911.36
1-22	From LPL	4,500.00
1-20	online Banking Transfer IN From Checking Account	5,000.00
1-25	Olmsted Co. Payment	2,757.57
1-31	Interest	140.75

Total Deposits

115,309.68

Debits

1-19-24	Debit LPL	100,000.00

Total Debits

100,000.00

New Ending Balance of January, 2024 statement

158,714.89

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## New Haven Township Regular Meeting Minutes

March 9, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Dale Thomforde at 1:03 PM. Supervisor David Andrist and Supervisor Ann Fahy-Gust were present to constitute a quorum. Also in attendance were Treasurer Robert Figy and Clerk Donna Beyer.

**Set Agenda and Order** – Andrist made a motion to approve the agenda and order as written. Motion seconded by Fahy-Gust and carried 3-0.

**Comments from the Chair** – “It is a busy time of the year with lots of elections going on.”

**Comments from the Public** – None

**Consent Agenda** – Fahy-Gust made a motion to approve the February 13 Board of Audit meeting minutes and the February 13 regular meeting minutes as written. Motion seconded by Andrist and carried 3-0.

### **Old Business:**

**Review and approve the 2024 Budget** – The Board reviewed the proposed budget, which will result in a \$50,495 deficit. This will bring the reserves near the upper end of the targeted range. Discussion occurred regarding fire protection and gopher bounties. Thomforde made a motion to approve the 2024 budget. Motion seconded by Andrist and carried 3-0.

### **New Business:**

**Tax mill rates** – Thomforde presented information on the property tax mill rates for New Haven Township compared with other townships in Olmsted County. New Haven Township has the lowest rate of all the townships in the County.

**Determine 2025 Levy Recommendations** – The reserves are nearing the target range. Discussion occurred regarding balancing the budget to achieve a \$0 change in cash reserves in future years. There was also some discussion about looking at future needs, such as road improvements. After much discussion, Thomforde made a motion to recommend that the levy be increased by 10%, roughly \$20,000. The motion was seconded by Fahy-Gust and carried 3-0.

**Annual Meeting and Election Preparation** – Beyer has received the road report and a report from Center Grove Cemetery. Discussion occurred regarding the need for a report from Township Cooperative Planning Association. Fahy-Gust will provide a report of planning and zoning activities in the Township over the past year. Andrist has taken care of ordering refreshments and will pick them up the morning of the meeting.

**Reaffirm Date/Time for Reorganization Meeting (tentative date of April 2)** – It was decided that the meeting would occur on April 2 as scheduled but at 4 PM. Dave O’Brien, Board of Adjustment Chair, and Chris Hawkins, Planning and Zoning Advisory Commission chair, will check with their respective Board members regarding continuing to serve.

**Presidential Primary Election Recap** – The election went well. 164 people voted in person on March 5 with 4 absentee votes for a total of 168 township residents voting. Biden and Trump carried their parties, with 2 votes for the Legalize Marijuana Now party.

**TCPA Meeting Recap** – Fahy-Gust reported that TCPA has been removed from the lawsuit against Rochester Township. Work is still in progress on the Floodplain ordinance. Once finalized it will go back to TCPA and then the townships. There will be a memorandum of understanding that will need to be signed. They are working with WSE on charges for inspections which will be going to an online application.

**Fire Association Meeting Recap** – Fahy-Gust reported on the recent Fire Association meeting. Charges for each township are based on the % of the township that is covered by the Pine Island Fire Department (New Haven is totally covered) and the valuations of properties in the township. 28% of the charges are set aside for new equipment. There was a significant increase to \$64,429 this year, mostly due to the Sick and Safe legislation recently enacted by Minnesota.

**Board of Adjustment Meeting Recap** – Dave O’Brien reported on the recent Board of Adjustment meeting. The Board did meet with the Otto’s regarding the three variances they were requesting. A discussion occurred and it was determined that perhaps it would be best to modify the ordinances to create special district language. The Otto’s received a 90-day notice regarding the delay in response to their request for variances.

The variance for Paul Johnson in Trophy Lakes for an accessory building larger than 1,500 square feet was tabled so the Board could obtain information regarding the Trophy Lakes Association covenant. This was later approved but the Board of Adjustment asks that the Township officers have a discussion with the Trophy Lakes Association to modify their covenant to address the difference between their covenant and the township ordinances.

**Planning and Zoning Advisory Commission Meeting Recap** – The Commission reviewed an application for a conditional use permit from Frank Wittlief for a firearms service, design, manufacturing, and transfer business. After reviewing the conditions for the permit, the Commission recommended the Board approve the permit. This will be addressed with a public hearing the April 9 regular Town Board meeting.

They also discussed whether the Township should adopt language in the ordinances that would allow for special districts within the township. After discussion, they determined that this should be done and determined the language that they felt would work best for New Haven Township. This will also be addressed with a public hearing at the April 9 Town Board meeting.



**Discuss Clerk role/transition** – Beyer stated that due to changes in her husband’s health, she needs to step away from the role of clerk. Bonnie Kosmicki has agreed to serve as the deputy clerk, and Beyer plans to work with her to learn the role. Thomforde made a motion to approve Kosmicki to attend the upcoming Spring Short Course on March 19. Motion seconded by Fahy-Gust and carried 3-0.

**Hazard Mitigation Plan** – FEMA (Federal Emergency Management Agency) requires that plans be updated every five years to receive emergency funding. Beyer attended the first session of the Zoom meetings to begin work on the County plan. Discussion occurred regarding what groups were felt to be vulnerable in the County and what natural occurrences were at higher risk in the County. Those attending included flooding, windstorms, tornados as high risk for the County. Moving forward, Fahy-Gust will work with the group.

**Road Report** – Mike Wood, road maintenance contractor, stated that he has done some grading to cut edges on the road and bring the gravel back onto the center of the road, in preparation for rocking later this spring. He has also done some brush removal on 75<sup>th</sup> Avenue and Genoa Road and removed a tree from the road on 85<sup>th</sup> Avenue (east). Andrist pointed out that there is a culvert on Riverheights Court near Peter Helland that is almost plugged and needs cleaning out. The Board authorized Mr. Wood to go ahead and clean it out.

**Treasurer’s Report** – Figy gave a detailed report of the financial transactions for the month of February. Account balances at the end of February were:

Frandsen Bank:	Checking Account	\$ 3,925.18
	Money Market	\$171,980.32
Frandsen Investment Services:		
(LPL Investments)		
	Merchants Bank of Indiana 5.3% 5/26/24	\$ 50,000.00
	JP Morgan Chase 5.02% (semi-annual) 1/6/25	\$100,000.00
	Wells Fargo of South Dakota 5.2% 2/26/25	\$ 50,000.00
	Flagstar Bank, 4.7% (semi-annual) 7/25/25	\$100,000.00
	<b>Total Deposits</b>	<b>\$475,905.50</b>

Fahy-Gust made a motion to approve the treasurer’s report. Motion seconded by Andrist and carried 3-0.

**Review/Pay bills** – Beyer presented Schedule 1 which concurs with the Treasurer’s report. Bills totaling \$71,039.55 were presented for payment. This included \$64,429.00 for fire protection and \$4,635.00 for road maintenance. Fahy-Gust made a motion to pay all bills. Motion seconded by Andrist and carried 3-0.

**Mail**

Board of Appeals and Equalization is scheduled for April 10, 9:30 to 10AM at the New Haven Town Hall

The People’s Energy Annual Meeting is coming up on March 24. If anyone is attending, they will need to RSVP for the event.

We received a communication from NorthStar regarding their rates for spraying this year.

We received a communication from United Township Officers of Minnesota regarding concerns related to Minnesota Association of Township.

With no further business before the Board, Fahy-Gust made a motion to adjourn. The motion was seconded by Andrist. Meeting adjourned at 3:27 PM.

Approved by the Board

Signed:

Signed:

(Signed copy on file)

Date:

Date:

Dale Thomforde, Chair

Donna Beyer

For the New Haven Town Board

Township Clerk

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of January, 2024 statement

3431.23

Income

checking Account

2-26 Election Filing Fee	6.00
Donna Beyer David Andrist Cole	
2-17 Troy (Hall Rent)	75.00
MMDA	
2-14 Transfer from Acct.	13,000.00
2-25 Interest	.22
2-29 Paper statement Refund	5.00

Total Deposits

13086.22

Debits

4622 Hermann Grovet & Co. LTD (Payroll)	387.00
4623 OCAT (Member Ship)	20.00
4624 Michael Wood (Road Maint)	94.20
4625 Adams Pest Control (Pest Control)	50.00
4626 Donna Beyer (Mileage)	98.99
4627 Dale J. Thom Forde (Mileage)	25.46
4628 Fogarty's Outdoor Services LLC (Snow Removal)	160.00
4629 David A. Andrist (Pit Keys)	6.39
4630 Olmsted Co. Public Works Bridge Signage	608.00
20655 Wages	369.40
20656 Wages	637.21
20657 Wages	341.69

Total Debits

12592.07

New Ending Balance of February, 2024 statement

3925.18

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of February, 2024 statement

158,714.89

Income

M M D A

2-16 Olmsted Co. Pymt	25260.37
2-27 LPL Credit	862.00
2-29 Interest	143.06

Total Deposits

26265.43

Debits

2-14 Transfer to Checking	13,000.00

Total Debits

130,000.00

New Ending Balance of February, 2024 statement

171980.32

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## **Canvassing Board March 12, 2024 – Election Results**

Chair/Head Election Judge Dale Thomforde called the New Haven Canvassing Board to order at 8:50 PM on March 12, 2024. Quorum requirements were met with Supervisor/Election Judge Ann Fahy-Gust and Supervisor David Andrist present. Election Judge/Treasurer Robert Figy and Clerk Donna Beyer were in attendance. Election Judge Ginger Roberts Carson was not present.

Election results, signed by all the election judges, were presented. Thomforde made a motion to certify the following election results:

### **Office of Town Supervisor Seat A for the term of 3 years**

David Andrist	109 votes
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Cole Nielson	74 votes
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There were no write-ins.

### **Office of Town Clerk for the term of 2 years**

Donna Beyer	153 votes
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There were 5 write-ins for Clerk with each person receiving one vote.

The motion was seconded by Fahy-Gust and carried 3-0.

### **Additional notes:**

There were 989 registered voters at the opening of the poll.

There were 2 new/changed voter registrations.

There were 6 absentee ballots cast, and 177 ballots cast at the poll.

Of the ballots cast at the poll, 3 curbside ballots were cast.

There was a total of 183 ballots cast (about 18.5% of registered voters).

Fahy-Gust made a motion to adjourn the meeting. Motion seconded by Andrist and carried 3-0. Chair Thomforde adjourned the meeting at 8:55 PM.

Approved by the Board,

Signed:

Attest:

(Signed copy on file)

Date:

Date:

Dale Thomforde – Chair

Donna Beyer

For the New Haven Town Board

New Haven Township Clerk

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

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9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Town Board Special/Reorganization Meeting Minutes

April 2, 2024

Following the Pledge of Allegiance, the meeting was called to order by Past Chair Dale Thomforde at 4:00 PM. Supervisor David Andrist and Supervisor Ann Fahy-Gust were present to constitute a quorum. Also present was Clerk Donna Beyer.

Set order of agenda – Beyer stated that the section on approving the precinct resolution was inadvertently included but was not needed at this time. Fahy-Gust made a motion to set the order of the agenda as amended. Motion seconded by Andrist and carried 3-0.

### Reorganization of Town Board

#### Select:

Town Board Chair – Andrist made a motion to appoint Fahy-Gust as the new Chair. Motion seconded by Thomforde and carried 3-0. The gavel was given to Fahy-Gust to chair the rest of the meeting.

Vice Chair to cover in absence of Chair under Res. #2017-08 – Andrist made a motion to appoint Thomforde as the Vice Chair. Motion seconded by Fahy-Gust and carried 3-0.

Rural Fire District Representative – Andrist made a motion that Fahy-Gust continue as the representative to the Rural Fire District. Motion seconded by Thomforde and carried 3-0. Thomforde asked for the numbers used in determining the township portion for fire protection for 2024.

Representative to TCPA (Township Cooperative Planning Association) – Fahy-Gust made a motion that Andrist be the representative to TCPA, feeling that this should be rotated. Thomforde seconded the motion and the motion carried 3-0.

#### Designate:

Supervisor for Road Emergencies – Fahy-Gust made a motion that Andrist continue as the supervisor for road emergencies. Motion seconded by Thomforde and carried 3-0.

Supervisor for Building Maintenance/Emergencies – Andrist made a motion that Thomforde continue as the Supervisor for Building Maintenance/Emergencies. Fahy-Gust seconded the motion and it carried 3-0.

Official bank as township depository – Thomforde made a motion that Frandsen Bank and Frandsen Investment Services be the official banks for the township. Motion seconded by Andrist and carried 3-0.

Official newspaper – Andrist made a motion to continue to use the Post-Bulletin and the Zumbrota News Record as official newspapers for the township. Motion seconded by Thomforde and carried 3-0.

Locations for posted notices – Andrist made a motion to continue to post notices on the New Haven Township website and the Town Hall office door. Motion seconded by Thomforde and carried 3-0.

Set fees/compensation:

Town Hall rental fees and designate contact person – Fahy-Gust made a motion to continue the current fees for town hall rental of \$75 for township residents and \$200 for non-residents with the clerk being the contact person. Motion seconded by Thomforde and carried 3-0.

Reaffirm or change gopher bounty (Res #2017-09) – The Board reviewed information obtained from surrounding townships regarding current gopher bounties. Andrist made a motion to continue the current gopher bounties of \$2.50 for pocket gophers and \$1.00 for striped gophers. Motion seconded by Thomforde and carried 3-0.

Adopt fee schedule policies (copies, NSF checks etc) – Thomforde made a motion to retain fee schedule policies with the change regarding burning permits which should be obtained through the Department of Natural Resources website or by contacting Fire Warden Thomforde. Motion seconded by Andrist and carried 3-0.

Set election judge compensation – Discussion occurred. Thomforde made a motion to continue the current rate of \$20 per hour for election judge compensation. Motion seconded by Andrist and carried 3-0.

Reaffirm or change township officers' compensation (Res #2022-07) – Andrist made a motion to retain the current rate of compensation for township officers of \$200/month for supervisors, \$300/month for the treasurer and \$400/month for the clerk, \$75/meeting, reimbursement for mileage at current Federal rate, and other compensation as noted in Res #2022-07. Fahy-Gust seconded the motion and the motion carried 3-0.

Determine compensation for Deputy Clerk during training – Beyer plans to step away from the Clerk role soon with Bonnie Kosmicki planning to step into the role. Thomforde made a motion to compensate the Deputy Clerk at \$20/per hour during the training period. Motion seconded by Andrist and carried 3-0.

Approve 4-H project for 2024 – This year the New Haven Sodbusters 4-H club plans to clean roadside ditches. Thomforde made a motion to donate \$500 to the Club for their volunteer efforts to assist the township. Motion seconded by Andrist and carried 3-0.

Review:

Planning and Zoning Advisory Commission appointments and set compensation – Discussion occurred regarding the Commission. Fahy-Gust made a motion to update the document, to approve and appoint Chris Hawkins, Leon Plantz, Jacob Wolfe, Mike Bruce, Cory Weis, Kari Toft and Barbara Allen to the Commission, with Dave Andrist serving as the Town Board liaison, and with compensation of \$50 per meeting. Motion seconded by Thomforde and carried 3-0.



Board of Adjustment appointments and set compensation – Discussion occurred about the composition of the Board. Fahy-Gust made a motion to continue the Board as previously except to have two Township Supervisors responsible for the Board of Adjustment with one serving as the Town Board representative and the other serving as the alternate. She also moved that compensation be \$50 per meeting and that Dave O’Brien, Craig Koop, Don Heller, Chris Hawkins, and Gary Anderson be reappointed to the Board with Cole Nielsen serving as the alternate. Motion seconded by Andrist and carried 3-0.

Schedule of regular meeting calendar, time, cancellation dates – Discussion occurred regarding tentative dates for meetings. Thomforde made a motion to approve the tentative dates with an alternative date of March 8 (Saturday) for regular Board meeting with meetings to continue at 6:30 PM on the second Tuesday of the month. Alternate dates due to cancellation would be 2 days later. Motion seconded by Andrist and carried 3-0.

Resolution designating check signers – Thomforde made a motion to approve the resolution (Res 2024-09) designating check signers for 2024-2025. Andrist seconded the motion and the motion carried 3-0.

Resolution for Investment policy – The Board reviewed the policy. Thomforde made a motion to continue with the existing policy. Motion seconded by Andrist and carried 3-0.

Consider urgent road concerns and schedule for starting road rocking – There has been a request to start rocking of roads on April 8. Andrist made a motion to approve rocking of roads starting April 8. Motion seconded by Thomforde and carried 3-0. No one expressed any urgent concerns regarding roads.

Set time/date for spring road inspection – April 19, 8 AM, was set as the tentative date for road inspection. Andrist will contact Mike Wood, road contractor to verify his availability.

With no other business before the Board, Thomforde made a motion to adjourn. Motion seconded by Andrist. Meeting adjourned at 5:27 PM.

Approved by the Board,

Signed:

Signed:

(Signed copy on file)

Date:

Date:

Ann Fahy-Gust, Chair

Donna Beyer

For the New Haven Town Board

Township Clerk

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Regular Meeting Minutes

April 9, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Ann Fahy-Gust at 6:30 PM. Supervisors David Andrist and Dale Thomforde were present to constitute a quorum. Also present were Treasurer Robert Figy and Clerk Donna Beyer.

**Set Agenda and Order** – Thomforde made a motion to approve the agenda and order as written. Motion seconded by Andrist and carried 3-0.

**Comments from the Chair** – “This is my first meeting as chair, so I hope it goes smoothly.”

**Comments from the public** – No one offered any comments.

### **Public hearing for a conditional use permit for Frank Wittlief for a gunsmithing business**

– TCPA (Township Cooperative Planning Association) gave a brief overview of the proposed business and the conditions for the business. The application was previously reviewed and approved by the Planning and Zoning Advisory Commission. Thomforde made a motion to open the public hearing which was seconded by Andrist and carried 3-0. Dave McCarthy of Byron (business partner with Wittlief) spoke in favor of the permit. Kevin Kelly, neighbor to the proposed business site, stated that he was not in favor nor opposed to the permit. Fahy-Gust offered 3 opportunities to speak in favor of the permit but none spoke in favor of the plan. Three opportunities were given for anyone to speak against the proposal with no one responding. No one spoke in general regarding the issue despite three offers. Andrist made a motion to close the public hearing which was seconded by Thomforde and carried 3-0. Following discussion, Andrist made a motion to approve the application for a conditional use permit for the gunsmithing business. Motion seconded by Thomforde and carried 3-0.

### **Public hearing to consider a change of ordinance to include special district language**

– TCPA gave an overview of the situation leading to the need to consider including special district language in the Township ordinances. Thomforde made a motion to open the public hearing which was seconded by Andrist and carried 3-0. Tom Cappel, 8506 County Road 3 NW, Oronoco, spoke in favor of the proposed change of ordinance to include special districts. A letter from Bert Otto in favor of the proposed change to include special district language in the Township ordinance was received and read aloud by Beyer. Despite 3 additional opportunities to speak in favor of the change, no one else spoke in favor. Three opportunities were given to speak against the change with no response. Three opportunities were then given to simply speak regarding the change with no one speaking. Andrist made a motion to close the public hearing which was seconded by Thomforde and carried 3-0. During discussion, it was determined that there was no need for two public hearings. Language was changed to:

3. Procedure for establishment: A special district designation shall be established by resolution in accordance with the following procedure:

a. A Special District proposal may be initiated by motion of the Town Board, or the Planning Commission.

b. The commission shall, by motion, recommend in favor of or against establishment of a Special District, with or without modification.

c. The Town Board shall conduct a public hearing in accordance with Minnesota Statutes. The Board shall adopt its findings and act upon the proposal within 60 days of the hearing.

Thomforde made a motion to approve the special district language as amended. Motion seconded by Andrist and carried 3-0.

**Consent agenda** – Andrist made a motion to approve the regular town board meeting minutes of March 9, the canvassing board meeting minutes of March 12 and the special/reorganization meeting minutes of April 2, as written. Motion seconded by Thomforde and carried 3-0.

#### **Old Business:**

**Review Annual Meeting minutes** – The moderator-approved annual meeting minutes were reviewed with no recommendations for changes.

**Review Planning and Zoning Advisory Commission document** – This was updated following the April 2 reorganization meeting. It was decided that the town board supervisor would serve as a non-voting liaison to the Commission. Thomforde made a motion to adopt the document as modified. Motion seconded by Andrist and carried 3-0.

**Review Board of Adjustment document** – This was also updated following the April 2 meeting. Andrist made a motion to approve the document as written. Motion seconded by Thomforde and carried 3-0.

**Review tentative meeting dates document** – Thomforde made a motion to approve the dates as written. Motion seconded by Andrist and carried 3-0.

#### **New Business:**

**Chloride Program** – Beyer provided a summary of the rates for chloride application from Freeborn County Coop, Quality Propane and Dust Control, Envirotech and Northern Salt. After discussion, Thomforde made a motion to obtain the chloride from Quality Propane with Freeborn County Coop as the backup. Motion seconded by Andrist and carried 3-0. Thomforde also made a motion to charge patrons \$99/300 feet (cost sharing with township) and \$66/100 feet of any additional chloride purchased. Motion seconded by Andrist and carried 3-0. Since the rocking is currently being done and there have been requests to apply chloride earlier, it was decided that the township would try to have chloride applied in early May this year.

**Approve payments to cemeteries** – Andrist made a motion to approve a \$3000 payment to each of the three cemeteries in the township, as approved by residents at the 2023 annual meeting. Thomforde seconded the motion and the motion carried 3-0.

**TCPA Meeting Recap** – Fahy-Gust gave a report of their March meeting. Financially, they are stable with \$370,000 in the bank, although this will drop with the training of staff prior to Dave Meir's retirement. The DNR (Department of Natural Resources) has decided that they do not

need to comment on the Floodplain and Shoreland Administration Memorandum of Understanding. The County is working on the memorandum, which will likely not be ready for 3-4 months. TCPA is continuing to work with CMS on billing issues. They have selected option #1, with online permits at a flat fee. Lower value permits will stay at about the same cost, mid-range permits will increase in cost with higher range permits decreasing in cost.

**Rural Fire Association Meeting Recap** – Fahy-Gust reported that there was some confusion at the recent meeting with some feeling that they were dealing with 2023 amounts, others thought they were speaking about the 2024 budget. The actual costs are different from the budget because of 7 new employees needing training. The budget for 2023 was \$191,587 but actual costs were \$200,268.66. The budget for 2024 is \$191,588.

**Olmsted County Township Officers Association Meeting Recap** – The meeting on March 28 at the Byron Fire Hall was attended by Thomforde, Andrist and Beyer. Andrist mentioned some of the upcoming road construction planned by Olmsted County. Beyer mentioned the Townhall days at the State legislature. Thomforde stated that Rex Edge said that 188 people attended the spring training course in Rochester. Weight restrictions were lifted on April 1.

**Set date/time for road inspection meeting** – Following discussion, it was decided that each supervisor would check on roads and bring any concerns to the next Board meeting.

**Road Report** – Michael Wood, road maintenance contractor reported that rocking was complete on 110<sup>th</sup> Ave, 85<sup>th</sup> St, 60<sup>th</sup> Ave, and 75<sup>th</sup> Ave. They will be doing New Haven Road and 117<sup>th</sup> St tomorrow. He stated that there were 6 trucks hauling the first day, but the second day started with 5 and ended with 4 trucks. A piece of Main Street in Genoa was caught with the plow in the last snow and pulled loose. It is uncertain what will need to be done to repair this area.

Andrist reraised the issue of the silting along 100<sup>th</sup> St. He spoke with Hodgman who suggested additional tiling, which would cost \$2200 to \$2750, using 6-inch tile which would cost \$406.00. After discussion, it was decided to contact Skip Langer, Olmsted County Soil and Water, and obtain his input on the best way to handle the problem.

**Treasurer’s Report** – Figy gave a detailed report of the financial transactions for the month of March. Account balances at the end of March were:

Frandsen Bank:	Checking Account	\$ 10,325.62
	Money Market Account	\$ 99,751.08
	Less Outstanding Checks (X4)	\$ 360.00
	Total Deposits	\$ 109,716.70
Frandsen Investment Services (through LPL Investments)		
	Merchants Bank of Indiana, 5.3% 5/26/24	\$ 50,000.00
	JP Morgan Chase, 5.02% (semi-annual) 1/6/25	\$ 100,000.00
	Wells Fargo of South Dakota, 5.2% 2/26/25	\$ 50,000.00
	Flagstar Bank, 4.7% 7/25/25	\$ 100,000.00

Total Investments \$ 300,000.00

Total Deposits \$ 409,716.70

Andrist made a motion to approve the Treasurer’s report. Motion seconded by Thomforde and carried 3-0.

**Review/Pay bills** – Beyer presented Schedule 1 (Statement of Receipts, Disbursements and Balances) which concurred with the Treasurer’s report and showed the fire fund with a -\$10,000.00 balance. Thomforde made a motion to transfer \$13,000 from the general fund into the fire fund. This was seconded by Fahy-Gust and passed unanimously on a roll call vote.

Bills were presented for payment totaling \$9,358.21 which included \$3,014.00 for property tax on the cropland rental property and \$4,480.00 for road maintenance. Andrist made a motion to pay all bills. Motion seconded by Thomforde and carried 3-0.

**Mail/Miscellaneous** – A temporary construction permit was obtained by BP Pipeline for some work on 105<sup>th</sup> St.

**Adjournment** – With no other business before the Board, Andrist made a motion to adjourn. Motion seconded by Thomforde. Meeting adjourned at 8:47 PM.

Approved by the Board

Signed:

Signed:

/Signed copy on file/

Date:

Date:

Ann Fahy-Gust, Chair

Donna Beyer

For the New Haven Town Board

Township Clerk

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of February, 2024 statement

3925.18

Income Checking Account

3/11 Online Banking Transfer From MMDA	7230.00
3/11 Interest	.15
3/29 Paper Statement Refund	5.00
3/27 Randall Mensing (Land Rent)	5929.50

Total Deposits

78275.45

Debits

463) Dave O'Brien (BOA Mtg)	100.00
4632 Craig Koop (BOA Mtg)	100.00
4634 Cris Hawkins (PAC Mtg)	100.00
4635 Jacob Wolfe (PAC Mtg)	50.00
4636 Michael Bruce (PAC Mtg)	50.00
4637 Karl Tort (PAC Mtg)	50.00
4640 Leon Planty (PAC Mtg)	50.00
4641 Hemann Grover & Co. LTD (Payroll)	142.00
4643 Mary Andriat (Election Judge Training)	20.00
4644 Donna Hochberger (Election Judge)	170.00
4645 Grimsrud Publishing Inc. (Legal Notices)	137.81
4646 Column Software PBC (Legal Notice)	48.30
4647 Michael Wood (Road Maint) 4635.00	
4648 Pine Island Fire District (Dues) 64429.00	
4649 Donna Beyer (Mileage) 30.82	
20658 (Wages) 460.90	
20659 Wages 457.13	PEK 163.54
20660 Wages 272.43	Culligan 99.05
Go Daddy 155.88	Paper Statement Fee 5.00
Rev Comm 78.15	

Total Debits

71,875.01

New Ending Balance of March, 2024 statement

10,325.62

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of February, 2024 statement

171,980.32

Income

M M D A

3-29 Interest	110.76

Total Deposits

110.76

Debits

3-11 online Transfer To checking acct	72,340.00

Total Debits

72,340.00

New Ending Balance of March, 2024 statement

99751.08

# New Haven Township

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Board of Appeals and Equalization Meeting Minutes

April 10, 2024

Following the Pledge of Allegiance, the meeting was called to order at 9:30 AM by Chair Ann Fahy-Gust. Also in attendance was Supervisors Dale Thomforde, and David Andrist, Deputy Clerk Bonnie Kosmicki, Josh Denisen, Olmsted County Principal Appraiser, Ryan Kraft, Olmsted County Appraiser, and Hosea Hal, Olmsted County Appraiser.

Members of the New Haven Township board and above-named Olmsted County appraisers were available to the public to appeal the assessed market value of their property. The meeting was open for 30 minutes with no individuals coming forward.

With no business brought forward, Fahy-Gust made a motion to adjourn. The motion was seconded by Thomforde. Meeting adjourned at 10:00 AM.

Approved by the Board,

Signed:

/signed copy on file/

Date:

Ann Fahy-Gust, Chair

For the New Haven Town Board

Signed:

Date:

Bonnie Kosmicki

Township Deputy Clerk



# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

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9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Regular Meeting Minutes

May 14, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Ann Fahy-Gust at 6:30 PM. Supervisors David Andrist and Dale Thomforde were present to constitute a quorum. Also present were Treasurer Robert Figy, Clerk Donna Beyer and Deputy Clerk Bonnie Kosmicki

**Set Agenda and Order** – Clerk Beyer indicated the meeting minutes from the Board of Appeals and Equalization needed to be added to the agenda. A motion was made to accept the agenda as amended by Andrist, seconded by Thomforde. Motion carried 3-0.

**Comments from the Chair** – As previously discussed, Chair Ann Fahy Gust indicated she would invite representatives from the City of Pine Island and Pine Island Fire Department to come address questions regarding the Rural Fire Association and PIFD budget. Elizabeth Howard, City Administrator and David Friese representing PIFD were invited to comment. Howard indicated she was aware of concerns that had been brought forward by the township board. Howard provided a detailed overview of how the fire department budget is determined through previous trends and projections. An aspect of the budget that may not be fully understood is that the city pays 100% of the fire department expenses throughout the year. At year's end, the Rural Fire Board is billed for services rendered. Ratios of city and Rural Fire Board expenses are very closely tracked and are open for review. The process for formulating the next year's budget begins in July and the proposed budget is presented to the Rural Fire Board. At the Rural Fire Board meeting, there is discussion of both the previous year's budget and proposed budget for upcoming year. There was a miscommunication at the last meeting as to which budget was under discussion resulting in confusion. There have been measures taken to mitigate this miscommunication from happening again. Payroll was significantly higher last year due to hiring seven new firefighters which incurred one-time training costs. This resulted in what may have been perceived as being overbudget. Payroll costs will always be difficult to predict due to call volume and type of calls. Currently there are 27 firefighters on staff. PIFD partners with the school by participating in the Firefighter Explorer Program. 100 % of the individuals who participated in the program have joined the PIFD.

David Friese also provided comments regarding increasing costs due to an increased call volume of 39% since 2020. 60 % of the calls are medical with the remaining 40% being fires. There was a record call number last year and they are on track to reach record levels again. Friese indicated the PIFD is very appreciative of the Rural Fire Board's support in order to provide best service possible. There are an average of 13 firefighters per fire call, and 8 for medical. Fire fighters are paid \$15.00 per hour. PIFD is very fiscally responsible in the use and maintenance of equipment. Grants are being sought for equipment. Friese wanted to publicly thank the board for their support. Copies of the 2023 and year to date 2024 budgets were provided. Howard provided her contact information and invited anyone to contact her with any questions, if reports are desired, they can be provided upon request.

Chair Fahy-Gust thanked Howard and Friese for their time, presentation and sharing their perspective.

**Comments from the public** – Treasurer Figy informed the board that he was approached by Larry Berg regarding the availability of the townhall for a tractor drive on Sunday August 18<sup>th</sup>. They would like the hall to be available between 9:30 am and 10:30 am in order to use the restrooms. The last time the hall was used by them was about 5 years ago and they were not charged for it. This is a charitable event with approximately 140 tractors participating. Chair Fahy-Gust made a motion to waive the rental fee for the Zumbro Valley Classic Iron to use the hall, Supervisor Andrist seconded. Motion carried 3-0.

**Consent agenda** – Thomforde made a motion to approve the Regular Town Board Meeting minutes of April 9<sup>th</sup> and Board of Appeals and Equalization Meeting minutes of April 10, 2024. Motion seconded by Andrist seconded. Motion carried 3-0.

### **Old Business:**

**Silting on 100<sup>th</sup> Street** – On April 11 Andrist met with a representative from Olmsted County Soil and Water Department (Skip). There are numerous issues causing silting into the ditch. The tile outlet improperly drains into the ditch, there is no buffer being left on the edge by the farmer, trees and bushes were removed, and a French drain was installed to try to remedy the problem and there is leaching. These factors are causing the bank to sluff and will continue to do so if nothing is done to intervene. The ditch has been cleaned out three times and will continue to need this maintenance if the drainage issue is not permanently resolved. Ellingson Companies has provided a quote of \$2850.00 for 8 hours and \$3400.00 for 10 hours with no additional charge after 10 hours. Labor charges are 275.00/hour and 8” drainage tile would be installed. It was recommended to get an estimate from Hodgeman Drainage Company for an additional quote. Andrist will also approach Jim MacNamara to ascertain what he is willing to pay to resolve this issue. Andrist will report back to the board at the next meeting. A basic tile design will be provided to assist in understanding what is needed to be done.

**Spring Road Review** – Supervisor Thomforde provided the following summary of issues he observed that need to be addressed:

1. 69<sup>th</sup> Ave and 91<sup>st</sup> St, downed tree in ditch needs to be removed,
2. West Center Street, several piles of telephone poles are in the ROW. A letter will be written to May Yang requesting they be removed.
3. 105<sup>th</sup> St. - Schaffer culvert aprons have been replaced and are filled in
4. 115<sup>th</sup> St and New Haven Road - culvert needs cleaned and brush removed
5. 117<sup>th</sup> St and New Haven Road – brush needs to be removed on west side
6. Genoa Main Street – Some damage to the road from the plow. Needs to be patched in. Supervisor Andrist recommends to not using the float on this area of the road in the future. Rochester Services previously repaired the road and will be contacted to do so again.
7. 88<sup>th</sup> Avenue there are dead several trees blocking the triple culvert near CR 105

Fahy-Gust made a motion that Mike Wood be contacted to do the road work listed under items number 1, 4, and 7. Item #5 is pending Supervisor Andrist’s review to determine if the upcoming planning spraying will rectify the issue or if Mike should go ahead and clear the brush. Thomforde seconded. Motion carried 3-0.

### **New Business**

**Resolution for CD Maturing 5/26/2024** – Thomforde made a motion to adopt resolution #2024-10 instructing the treasurer to withdraw funds from a CD with a value of approximately \$50,000 maturing on or about May 26, 2024 and deposit into the existing money market account. Seconded by Andrist. Motion carried 3-0.

**Accept Clerk Resignation** - Clerk Beyer submitted her resignation as town clerk effective immediately due moving from the township and changes in her personal life situation. Clerk Beyer was thanked for her work and effort in accomplishing her duties. Her resignation was unanimously accepted.

**Appoint New Clerk** – Bonnie Kosmicki was previously appointed as deputy clerk. She is willing to accept the appointment as the new clerk. Andrist made a motion to appoint Bonnie as the township clerk, seconded by Thomforde. As a point of clarification, an appointed clerk serves until the next election which will be next March and then serves for a year until the regular clerk election in 2026. Motion passed 3-0.

**Townhall access for Woodturner’s Club** – Woodturner’s will no longer be able to pick up the key from Donna. Going forward, Bonnie will be available to open the hall for the club as her schedule allows and contact supervisors if she is not able.

**Contact person for Culligan/Adam’s Pest Control** – Bonnie will be available to allow access to the building as schedule allows and contact a supervisor if she is not able to.

**Chloride Recap** – There was one truck and no nurse truck. The expectation had been to have two trucks and one nurse truck; this caused the process to go slower. The chloride was applied over two days. There were approximately 10,200 gallons applied which was an average of 1/3 gallon per foot. Approx \$12,000 was collected from patrons. The cost is estimated to be approximately \$13,600 but a final cost has not been submitted yet. The township covers an estimated 30+% of the cost for the first 300 feet. Clerk Beyer did a very good job serving the residents to ensure they were able to purchase chloride. It was noted that some of the new stakes did not have streamers and they were difficult to see. All stakes need to have streamers before they are used next year.

**TCPA Meeting Recap** – Andrist gave a summary of the meeting. The main discussion was regarding flood control. Each township will be visited by TCPA to explain the changes being proposed by the county. A new chair and vice-chair were re-elected, John Johnson and Rick Lutzi. They wanted a secretary and John Meyer was nominated as such. There was some discussion about amending by-laws.

**Road Report** - There is a tree in the ditch on 60<sup>th</sup> Ave near 95<sup>th</sup> St. This will be added to the list for Mike.

**Treasurer’s Report** – Figy provided a detailed report of financial transactions for the month of April.

Frandsen Bank:	Checking Account:	\$13,736.47
	Money Market Account:	\$93,835.08
	Less Outstanding Checks (2)	\$ 140.00
	Total Deposits:	\$107,431.55

Merchants Bank of Indiana – 5.5% 5/26/24	\$ 50,000.00
JP Morgan Chase, 5.02% (semi-annual) 1/6/2025)	\$100,000.00
Wells Fargo of South Dakota 5.2% 2/26/2025	\$ 50,000.00
Flagstar Bank, 4.7% (semi-annual) 7/25/2025)	\$100,000.00
Total Investments	\$300,000.00
 Total Deposits	 \$407,431.55

Andrist made a motion to approve the Treasure’s report, Thomforde seconded. Motion carried 3-0.

**Review/Pay Bills** – Beyer presented Schedule 1 which concurs with Treasurer’s report. Funds were transferred from General fund to Fire fund last month as authorized. The cemeteries and fire fund claims will be delayed until next month. Bills were presented for payment totaling \$94,086.94. Thomforde made a motion to pay all bills, Andrist seconded. Motion carried 3-0.

**Mail/Miscellaneous-** Received a letter from Ag Partners regarding summer fill. We do have a balance left from last year.

**Adjournment** – With no other business before the Board, Fahy made a motion to adjourn. Motion seconded by Andrist. Meeting adjourned at 8:14 PM.

Approved by the Board

Signed:

Signed:

(Signed copy on file)

Date:

Date:

Ann Fahy-Gust, Chair

Bonnie Kosmicki

For the New Haven Town Board

Township Clerk

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of March 2024 statement

10,325.62

Income      Checking Account

4/10 Online Banking Transfer in From MMDA Acct.	6000.00
4/11 Temp Permit - Wood Turners	275.00
4/23 Hall Rent - Misc - Chloride	504.00
4-23 Chloride	2178.00
4-25 Chloride	528.00
4-25 Chloride	2046.00
4-29 Chloride	495.00
4-29 Chloride	2541.00
4-29 Chloride - Hall Rent	2138.00
Interest	.75

Paper Statement Refund

**Total Deposits**

16,718.76<sup>5.00</sup>

Debits

4633 Cole Nielson (Box Mtg)	100.00
4638 Barbara Allen (Pac Mtg)	50.00
4642 Ginger Carson (Election Judge)	160.00
4650 Grimstad Publishing Inc. (Legal Notices - Statements)	177.20
4651 David Andrist (Legal Notices - Annual Mtg)	169.04
4652 LeVonne Kosmicki (Short Course - Mileage)	108.50
4653 Michael Wood LLC (Road Maint)	4480.00
4654 Hemann - Grover & Co. LTD (Payroll)	142.00
4655 Column Software PBC - (Post Bulletin)	66.01
4656 Dale Thomforde (Mileage - Food)	100.89
465 MN ASSN. of Townships (Short Course Regist)	75.00
4658 Olmsted Co. PRK (Property Taxes)	3014.00
4659 Donna Beyer (Mileage)	80.40
20661 Wages      20665 Wages      903.31	512.54
20662 Wages	797.19
20663 Wages	1328.20
20664 Wages	175.46
Bevcomm 78.03      IRS Tax Pmt 553.90      Culligan 639.5	
PEG 159.31	
Paper Statement Fee 5.00	

**Total Debits**

13,299.91

New Ending Balance of April, 2024 statement

13,736.47

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of March, 2024 statement

99751.08

Income

MMDA

Interest 4/30	84.00

**Total Deposits**

84.00

Debits

4/10 Online Banking Transfer out to checking Account	6000.00

**Total Debits**

6000.00

New Ending Balance of April, 2024 statement

93835.08

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Regular Meeting Minutes

June 11, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Ann Fahy-Gust at 6:30 PM. Supervisors David Andrist and Dale Thomforde were present to constitute a quorum. Also present were Treasurer Robert Figy, and Clerk Bonnie Kosmicki.

**Set Agenda and Order** – Thomforde made a motion to approve the agenda as printed, seconded by Andrist. Motion carried 3-0.

**Comments from Chair** – None.

**Comments from Public** – None.

**Public Hearing - Canterbury Farm Special District** – Dave Meir, Township Cooperative Planning Association (TCPA) Administrator, provided a recap of what has previously occurred relative to the Otto's applying for a CUP last year to operate a wedding venue event business on their property on 85<sup>th</sup> St. The Planning and Zoning Advisory Commission reviewed the Conditional Use Permit (CUP). The township board held a public hearing and ultimately CUP was approved. Throughout the planning and development of their business, the Otto's were hoping to utilize an existing barn structure to hold ceremonies. Additionally, because of one of the conditions in the CUP they were required to have more parking area than their engineer could fit in the area available after the accessory structure was in place. The Otto's approached to seek variances to be able to utilize the barn structure, to utilize additional square footage for accessory structure and more than 15,000 square feet of surface area for their home-based business. After review by the Board of Adjustments and the township board, the conclusion was reached that these were not things that the ordinance allowed to be varied. Previously Meir and Otto had discussed the possibility of special districting for their property, but at that time New Haven Township did not have special district language in their Zoning Ordinance. Several months ago, the Planning Commission considered special district language, the township board held a public hearing and adopted Section 8.1 in the New Haven Ordinance which allows the board to create special districts. The Otto's are now applying to create the Canterbury Farm special district. The only thing that is allowed in the Canterbury Farm special district is a wedding event business. The board was directed to the resolutions drafted by TCPA and amendments to the original CUP. Chris Hawkins, Chair of Planning and Zoning Advisory Commission, commented that the Planning Commission thoroughly reviewed each provision with input from the Otto's. He has no recommendations for any changes or revisions beyond what is being presented.

The public hearing was opened. Chair Fahy-Gust asked for any public comment in favor for approval of the amended CUP and language added for the Canterbury Farm special district. Bert Otto (6425 85th St NW) addressed the board and public by acknowledging that people often will think of the worst-case scenario that could or might occur relative to a business such as theirs. The Otto's have been busy over the last several

years as DJ's. They have been to many wedding venues of various sizes in several states. The max occupancy of their venue is 300. From their experience, weddings of this size are rare. Otto continued to explain their interest in utilizing more than one building on the property as the size of the barn is not sufficient for receptions necessitating expanding use of the pole shed for an event center. The special district is the only way for them to be allowed to utilize two buildings on the property and resolve parking issues. Rollie Postier (6434 85th St NW) commented that he has no objections to amendment. After three calls for those in favor, no other comments were made.

Fahy-Gust asked for anyone to speak against the amended CUP and language added for the Canterbury Farm special district. Dan Kohlmeyer (8511 Co Rd 3 NW) commented that he was not speaking for or against. He wanted to comment that noise may be an issue, was curious about potential decibel level and if there are any regulations for that. Fahy-Gust indicated that what is stated in the CUP is that all music will be indoors. Otto has discussed with neighbors that he will make every effort to deaden the sound as much as possible through the use of insulation. Fahy-Gust commented that as with all CUP's, if there is any complaint about the CUP, residents are encouraged to speak to any of the board members. The Otto's are to reappear before the board 11 months after the paperwork is signed to discuss their progress which would also be a time to address any concerns. After a third call for comments against, no other comments were made.

No comments were made to speak about the proposal.

Andrist made a motion to close the public hearing, Thomforde seconded, motion carried 3-0.

A discussion was held by the supervisors. Olmsted County has no issues, CUP fits within the land use plan. Discussion regarding fireworks was held, the term illegal fireworks was included so that sparklers could be utilized during wedding send off. No changes were recommended by supervisors.

Andrist made a motion to approve special districting for Canterbury Farms, Thomforde seconded. Motion passed 3-0.

Thomforde made a motion to approve the amended CUP, Andrist seconded. Motion carried 3-0.

**Floodplain, Shoreland, & MOU Discussion** – Jered Staton, TCPA Administrator, presented an update to the board regarding a flood information study done by Olmsted County to reassess the flood hazard which impacts whether flood insurance could be required by mortgage holders or not. In September 2023 it became required that the county has an approved flood plain and shoreland ordinance with ultimate approval from the DNR. Presently none of the townships have an approved, enforceable ordinance. The county drafted a county wide ordinance that dictates floodplain and shoreland districts. Prior to the DNR issuing approval for any finalized ordinance, there was a requirement that a Memo of Understanding (MOU) be drafted and signed by all townships who are participating members in TCPA. Options being presented to the township are as follows:

- 1) Accept ordinance and MOU as written;
- 2) Request revisions to the MOU and possibly the ordinance before accepting the terms and conditions;
- 3) Begin the process of adopting a new floodplain and shoreland ordinance as outlined in the documents provided.

Staton provided a summary regarding the impact the ordinances would have relative to CUPs, variances, and rezoning map amendments since the county has become the final authority in approving these in mapped FEMA floodplains. New Haven does have some public waters that will create some shoreland districts. A CUP would be required to work in flood prone soils. This could be of concern for example in the instance of a



landowner wanting to install a driveway and culvert to access their property in these districts as this would now require a county public hearing and the county issuing the permit. In this instance, Staton would recommend an option where this would be a technical review by the county as opposed to the CUP being attached to the property. Townships, are all being visited and updated by TCPA. A common concern of township leadership was the lack of consideration for them to be involved in the process of authority changing and authority being taken away without discussion. Some CUPs processes will now require dual approval at township and county level. Visits to remaining townships will continue through August. Staton indicated that several townships are leaning toward option 3. He recommends taking time to read through documents, possibly have the Planning and Zoning Advisory Commission read through and make their recommendations. If townships were to adopt their own ordinance utilizing the DNR's suggestion as a template, Staton recommends having one that fits all 14 townships that TCPA would administer. This is probably the only approach the DNR would agree with. This issue will be added to the July Township Board meeting and any further concerns forwarded to TCPA.

**Consent Agenda** – Andrist made a motion to approve May 14<sup>th</sup> meeting minutes as written, Thomforde seconded, motion carried 3-0.

### **Old Business**

**Silting on 100<sup>th</sup> Street** – Andrist called Hodgman Drain Company twice to discuss a quote. He did not receive a return call. Andrist will get a sketch for work needing to be done. Andrist and Thomforde will meet at the site prior to the July meeting so that Andrist can explain what is being recommended.

**Spring Road Inspection** – A letter was sent to May Yang (1731 Center St W) requesting the telephone poles be removed from the ditch Right-of-way (ROW). They have not all been removed as of yet. May did call Fahy-Gust indicating they could not make it to the meeting today and to inform that they plan to have them removed by the end of the week.

Mike Wood has cleaned out the culverts on 88<sup>th</sup> Ave and Plum Creek. Trees have been removed from 69<sup>th</sup> St and 110<sup>th</sup> Ave. Andrist addressed a culvert concern from resident Trevor Scrobeck (9455 110 Ave NW).

**TCPA Meeting Recap** – There was no meeting held since the last town board meeting.

**Olmsted County Township Officers Association Meeting Recap** – Sen. Karla Nelson spoke bills that have been passed, and the sheriff spoke on the current state of illegal drugs. Andrist and Thomforde attended the meeting in Chatfield, at the Elmira Town Hall.

**Solar Farms** – Fahy-Gust requested this item be on the agenda as she was approached by a land owner who is interested in solar farms. Ryan Finnegan (22098 Canton CT, Farmington MN) addressed the board regarding New Haven's lack of any ordinance laying out guidance for solar farms. Finnegan is interested in the possibility of installing a solar farm. Interest in solar farms in general is growing. A recommendation was made for the Planning and Zoning Advisory Commission to begin researching solar farm ordinances and bring information back to the township board.

**Election Judge Slate** – Currently those signed up for training are Bonnie Kosmicki, Ginger Roberts Carson, Dave Andrist, Ann Fahy-Gust and Dale Thomforde. Larry Matson plans to sign up. Donna Hockberger is not available. Donna Beyer is also available. Four judges including the head judge are needed to cover the

August primary, with additional judges for split shifts. For the November election, a minimum of 5 is recommended on each shift. The resolution to appoint judges will be presented at the next meeting. A resolution needs to be passed 25 days prior to the election.

**Office – Organization, Furnishings & Cleaning** – Clerk Kosmicki requested latitude in organizing files and furniture. The hall is also in need of regular cleaning. Thomforde made a motion to authorize the Clerk to spend up to 10 hours a month at the regular pay rate for cleaning, Fahy-Gust seconded. Motion passed 3-0.

As to reorganization of files, Thomforde indicated that meeting minutes need to stay in the file room as it has fireproofing and access to the minutes is restricted. Kosmicki proposed removing almost all file cabinets and desks that are not being used. Fahy-Gust made a motion to authorized up to \$300 for the purchase of bookcases. Andrist seconded. Motion carried 3-0.

The unneeded furnishings can be removed and donated to a non-profit.

**Road Report** – Trees have been removed. Mike asked if he should wait to mow the top cut before spraying. Andrist directed him to go ahead and mow. Andrist has an estimate on the road in Genoa, 10 x 41 ft. patch and a 5x5 patch by Cty Rd 14. There is also a portion that is 8-9 ft that is very broken up. The estimated cost to repair is \$3600.00 from Rochester Sweeping Service. The township cannot afford to blacktop the road at a cost of over \$250,000.00. Andrist made motion to approve Rochester Sweeping Service to repair the road. Thomforde seconded; motion carried 3-0.

**Treasurer Report** – Figy provided a detailed report for the financial transactions for the month of June.

Frandsen Bank -	Checking Account	\$3206.70
	Money Market Account	\$8873.13
	Less Outstanding Checks (2)	\$100.00
	Total Deposits	\$11,979.83
Merchants Bank of Indiana – 5.3% 6/04/24		\$50,000.00
JP Morgan Chase , 5.02% (semi-annual) 1/6/2025		\$100,000.00
Wells Fargo of South Dakota 5.2% 2/26/2025		\$50,000.00
Flagstar Bank 4.7% (semi-annual) 7/25/2025		\$100,000.00
Total Investments		\$300,000.00
Total Deposits		\$311,979.83

Andrist made a motion to approve the treasurer’s report, Thomforde seconded, motion carried 3-0.

**Review/Pay Bills** - Kosmicki presented a Schedule 1 which concurs with the treasurer’s report. All funds are positive. Total bills are \$31,686.10, including \$13,056 for dust-mitigation chloride, \$5,120 for road maintenance, and \$2,920 for an additional payment for fire and EMS. Andrist made a motion to pay all bills, Thomforde seconded. Motion passed 3-0.

**Correspondence** – Estimates for a 2023 population of 1,285 and 507 households was received from MN State Demographer were reviewed. Township MAT membership cards were distributed. Former Clerk Beyer stated

that she did receive communication from the state that they approved reimbursement for the Presidential Primary except for food that was provided or the mileage for classes.

**Adjournment** – Thomforde made a motion to adjourn, Andrist seconded. Motion carried 3-0. Meeting adjourned at 8:20 PM

Approved by the Board

Signed:

Signed:

*/Signed Copy on File/*

Date:

Ann Fahy-Gust, Chair  
For the New Haven Town Board

Date:

Bonnie Kosmicki  
Township Clerk

TOWNSHIP MONTHLY FINANCIAL REPORT

7

Ending Balance of April, 2024 statement

13736.47

Income

Checking Account

5/3 Chloride	1623.00
5/10 Chloride	623.00
5/16 Wood Turners	150.00
5/30 Hall Rent	275.00
5/15 Online Banking Transfer From MMDA	8500.00
5/31 Paper Statement Refund	5.00
5/31 Interest	2.30

Total Deposits

87148.30

Debits

4639 (PAC Mtg) Kory Weis	50.00
4660 Ginger Carson (Election Judge)	90.00
4661 Rock Lime & Rock (Crashed Rock)	78,075.00
4662 Fogarty's Outdoor Services LLC (Snow Removal)	160.00
4663 Michael Wood (Road Maint)	15,005.00
4664 Hemann Grover & Co. LTD (Payroll)	142.00
4665 Adam's Pest Control	50.00
4666 Ann Fahg - GATE (Mileage)	133.62
4667 David Andrist (Mileage)	49.72
4669 Gary Anderson (Mileage)	50.00
4671 Dale Thomforde (Chloride Stakes)	22.49
20666 Wages	503.31
20667 Wages	766.50
20668 Wages	1397.46
20669 Wages	20.00
20670 Wages	466.37
Bevcomm	78.03
Culligan	63.95
PEC	157.53
Paper Statement Refund	

Total Debits

97,678.07

New Ending Balance of May, 2024 statement

3206.70

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of April, 2024 statement

93835.08

**Income**

MMDA

5/3 Interest	38.05

Total Deposits

38.05

**Debits**

5/15 Online Transfer to Checking Account	85,000.00

Total Debits

85000.00

New Ending Balance of May, 2024 statement

8873.13

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Regular Meeting Minutes

July 9, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Ann Fahy-Gust at 6:30 PM. Supervisors David Andrist and Dale Thomforde were present to constitute a quorum. Also present were Treasurer Robert Figy, and Clerk Bonnie Kosmicki.

**Set Agenda and Order** – Chair Fahy-Gust requested that TCPA by-law changes that were sent out be added to the agenda for discussion. Thomforde made a motion to approve the agenda as written with the addition of discussion of the by-law changes. Motion seconded by Andrist. Motion carried 3-0.

**Comments from Chair** – Chair Fahy-Gust expressed gratitude for the sunshine and no rain.

**Comments from the Public** – None.

**Consent Agenda** – Thomforde made a motion to approve June 11, 2024, meeting minutes as written, Andrist seconded, motion carried 3-0.

### **Old Business**

**Silting on 100<sup>th</sup> Street** – Andrist and Thomforde observed fast flowing water at the site. This is causing erosion at the corner of the field. The ditch is starting to silt in. Andrist recommends moving forward with addressing the issue. Jay McNamara is the owner of the land and resides in Wisconsin. Jim McNamara is his brother and is running the land. Andrist recommends speaking with the owner to determine willingness to assume some financial responsibility for tiling. A map of tiling is no longer needed since Thomforde now understands what is being proposed. An updated quote will be needed. Todd Kennedy, a neighboring farmer is willing to have the new tiling tie into his tiling and ditch. Andrist will contact the landowner and a plan will be developed for discussion at the next meeting.

**Floodplain, Shoreland and MOA Discussion** – This is a follow up discussion regarding the information and options provided by Jered Staton, TCPA Administrator at the last township board meeting relative to the impact of shoreline and floodplain ordinances and Memo of Understanding (MOU) being proposed by Olmsted County. Chair Fahy-Gust reviewed the materials provided. She affirms Staton's assessment of burdens created for landowners seeking approval for such things as conditional use permits and variances. e.g. duplicate approvals by county and township, duplicate public hearings. Fahy-Gust recommends that the county hold authority for technical reviews and the township maintain authority approval of requests and for township roads. Fahy-Gust expressed support for utilizing a floodplain and shoreline ordinance that is adopted by the 14 townships and managed by TCPA. Staton is visiting all townships. Andrist will take New Haven's input back to the next TCPA meeting.

**Solar Farms** – The Planning and Zoning Advisory Commission will be meeting on July 10, 2024 at 6:30 PM to begin discussion regarding solar farms in New Haven Township. There are many factors to consider. This is an emerging issue and New Haven Township would do well to address in advance of any requests for approval that may be forthcoming.

**Election Judge Resolution** – Six judges are slated for the primary election in August. Bonnie Kosmicki will be the head judge and Dale Thomforde is to serve as alternate head judge. Both Kosmicki and Thomforde will be on site while polls are open and close. Other judges will have half-day shifts. It is expected there will be a need for additional judges for the November election. Figy has agreed to complete the training prior to the November election. Thomforde made a motion to adopt Resolution #2024-11, Resolution Appointing Election Judges for the 2024 Primary Election, Andrist seconded. Motion passed 3-0.

**Office – Organization, Furnishings & Cleaning** – Four desks, two – 4 shelve flipper file cabinets, two 2 drawer file cabinets, and two 4 drawer file cabinets were donated to Savers. Outdated manuals have been removed. Other records will be removed and destroyed and documented as outlined in the adopted records retention policy. Kosmicki requested permission to remove the TV, TV stand, and broken water cooler. Kosmicki reports that Window 7 is no longer supported with updates and security patches. Kosmicki recommends upgrading Window Operating System to Windows 10 or 11. Kosmicki will get prices for Windows 10 and 11.

**Spraying Update** - Spraying was done shortly after the last meeting.

#### **New Business**

**Maynard Johnson – Driveway** – Mr. Johnson had contacted TCPA and the clerk regarding an issue regarding his driveway not being in compliance in 2004. He wants to sell his property and wants to make sure there are no issues that would prevent a sale. Andrist and Thomforde had stopped by the property to see what the issue could be. It was determined that there was no issue for the town board to address.

**TCPA Meeting Recap** - Andrist provided a summary. There was much discussion regarding the floodplain and shoreline ordinance. There was also discussion regarding by-law changes. Fahy-Gust has reviewed proposed by-law changes. She stated that the changes are minor; some were language change to read properly. She had no issue with changes. Andrist will inform TCPA the New Haven Township is not opposed to the by-law changes. Additionally, there was discussion regarding budget and transferring funds. Currently TCPA has 3 staff which has caused an increase in budget. Dave Meir is retiring at the end of the year so staffing will return to the normal level. Thomforde requested a copy a listing of building permits in the township.

**Deputy Treasurer** – Hannah Walters, 8904 115<sup>th</sup> St NW Pine Island, MN has been appointed as Deputy Treasurer by Bob Figy, Treasurer. She will be added as an authorized check signer at Frandsen Bank to fill in if Treasurer Figy is not available.

**Storm Damage** – Olmsted County Director of Emergency Management has requested information regarding storm damage during the time period beginning June 16 through June 24. Mike Wood will submit an invoice for work down during that time. Clerk Kosmicki will submit the information to the county.

**Hall Rental** – Kosmicki requested guidance regarding any distinction between township and non-township residents in what is allowable, what is the latest in the evening an event can go, can the hall be opened the night before if renters requests this, etc. It was explained that by` past practice, township residents have been allowed to bring their items in the night before an event. In general, public buildings will close at 10:00

PM. It has been observed that in general, township residents leave the hall in good condition as opposed to those outside the township. There is not a formal signed rental contract. There is a lease agreement that is signed by renters. If a township resident wants to rent for a non-township resident, the resident needs to be in attendance. Thomforde made a motion that future town hall rentals will be for New Haven Township residents only and keep the rate as \$75.00, Fahy-Gust seconded. Motion passed 3-0. Policy will be updated on the website. Township Resident Commercial rentals will be remain at \$200.00 per day.

**Road Report** – Mike has finished the top-cut mowing. He also cleaned out the triple-culverts on 88th Ave. again, for the second time this year. Jon Wright, 11340 110<sup>th</sup> Ave, contacted the clerk requesting that the township clean out the ditches. The email was forwarded to Andrist who will contact Mr. Wright to discuss the issue. There is a tree down in the ditch along Plum Creek Road. Mike is aware and will get to it soon. There is a row of ash trees on the township property that are dead. Mike will remove the trees including the stumps and fill in the holes so grass can be planted.

**Treasurer Report** – Figy provided a detailed report for the financial transactions for the month of June.

Frandsen Bank -	Checking Account	\$ 3183.32
	Money Market Account	\$133,710.02
	Less Outstanding Checks (2)	none
	<b>Total Deposits</b>	<b>\$136,893.34</b>

JP Morgan Chase, 5.02% (semi-annual) 1/6/2025	\$100,000.00
Wells Fargo of South Dakota 5.2% 2/26/2025	\$ 50,000.00
Flagstar Bank 4.7% (semi-annual) 7/25/2025	\$100,000.00
<b>Total Investments</b>	<b>\$250,000.00</b>

**Total Deposits** **\$386,893.34**

Thomforde made a motion to approve the Treasurer’s report, Andrist seconded, motion carried 3-0.

**Review/Pay Bills** – Olmsted County Remittance Advice Report (Olmsted County property tax payment) was made available to the board for their information as to where the funds were dispersed. Kosmicki presented a Schedule 1 which concurs with the Treasurer’s report. All funds are positive. Total bills are \$13,481.21. Thomforde made a motion to pay all bills, Andrist seconded. Motion passed 3-0.

**Mail/Miscellaneous**

- Fahy-Gust will be in a zoom meeting on 7/19/2024 to attend the County Hazard Mitigation Committee. This is a committee former Clerk Beyer was a member of. This will be the second of three scheduled meetings.
- The septic tanks were pumped by Gopher Septic this week.
- We received thank you cards for funds sent to the Othello and St. Michael’s cemeteries.
- Bevcomm sent notice that starting July 30, 2024, all customers in the 507 area code region will need utilize 10 digit dialing.
- There is a District I meeting on Tuesday August 6 in Caledonia. Thomforde and Kosmicki may be attending.
- US Department of Interior sent registered mail regarding the Elk Run gaming project seeking input for their proposal. Fahy-Gust will review the correspondence and return it to the clerk.



**Adjournment** – Fahy-Gust made a motion to adjourn, Thomforde seconded. Motion carried 3-0. Meeting adjourned at 8:02 PM

Approved by the Board

Signed:

Signed:

*/Signed copy on file/*

Date:

Ann Fahy-Gust, Chair

For the New Haven Town Board

Date:

Bonnie Kosmicki

Township Clerk

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of MAY, 2024 statement 3206.70

Income - Checking Account

6/28 Interest	.74
6/28 Paper Statement Refund	5.00
6/1a Online Transfer From MMDA	34,000.00
6/17 online Transfer from MMDA	1,500.00
6/17 online Transfer From MMDA	15,000.00

Total Deposits 50,505.74

Debits

4668 Chris Hawkins (BoA wage)	50.00
4670 David O'Brien (BoA wage)	50.00
4672 Lavonne Kosmicki (Stamps - Supplies)	111.29
4673 David Andrist (mileage)	74.62
4674 Quality Propane and Dust Control (Chloride)	13,056.00
4675 Michael Wood (Road Maint)	5120.00
4676 Michael Bruce (PAC Mtg)	50.00
4677 Chris Hawkins (PAC Mtg)	50.00
4678 Barbara Allen (PAC Mtg)	50.00
4679 Dona Beyer (Supplies - mileage)	143.10
4680 Remann - Grover & Co. LTD (Payroll)	142.00
4681 Obmsted Co. Public Works (Sign & Post)	185.17
4682 Fogarty's Outdoor Service LLC (Lawn Care)	400.00
4683 Dale J. Thompson (Supplies)	103.43
4684 Pine Island Fire District (Fire Dept Dues)	2920.00
4685 Othello Cemetery 3000.00 St. Michaels Cemetery	3000.00
4687 Center Grove Cemetery 3000.00 Wages 20672	401.72
20673 Wages 290.90 Wages 900.91 20674 20675 Wages	374.02
20676 Wages 323.22 Belv Comh 78.03 + PSTax Punt	1403.80
Business online transfer 15000.00 P&K 162.46 Paper Fee	5.00
(to checking)	

Total Debits 50,529.12

New Ending Balance of June, 2024 statement 3183.30

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of MAY, 2024 statement

8873.13

Income : M M D A

6/11 PL Credit from Matrie CD	50,600.00
6/17 online Transfer from Public Funds (Checking Account)	15,000.00
6/25 ACH MTR	1462.16
6/28 Interest	14.24
6/28 Olmsted Co. Tax Pymt	108,260.49

**Total Deposits**

175336.89

Debits

6/12 online Transfer to checking Acct	34000.00
6/17 online Transfer to checking	1500.00
6/17 online Transfer to checking	1500.00

**Total Debits**

50,500.00

New Ending Balance of June, 2024 statement

133710.02

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Regular Meeting Minutes

August 8, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Ann Fahy-Gust at 6:30 PM. Supervisors David Andrist and Dale Thomforde were present to constitute a quorum. Also present were Treasurer Robert Figy, and Clerk Bonnie Kosmicki.

**Set Agenda and Order** – Chair Fahy-Gust requested that the July Rural Fire Association Meeting and review of recent correspondence from the Bureau of Indian Affairs be added to the agenda. Supervisor Thomforde requested that MAT District 1 meeting recap be added to the agenda. Thomforde made a motion to approve the agenda with the amendments as discussed, seconded by Andrist. Motion carried 3-0.

**Comments from Chair** – Chair Fahy-Gust expressed gratitude for cooler weather.

**Comments from the Public** – Mark Gunderson, 8649 85<sup>th</sup> St NW Pine Island (by Genoa bridge) approached the board regarding his concerns of sediment build up clogging culvert and flooding over the road causing rock to wash into the yard. In addition, there are trees in the right of way that are dying and he requests that the trees be dropped before falling across the road and causing blockage or harm to someone. Andrist requested that Mark provide a list of the issues and a review will be done during the fall road inspection.

**TCPA By-Law Changes and Voting Form** – Thomforde asking for clarification regarding Article 9 Hearings, Section C, page 6. There is reference to “a member of the commission”, Thomforde asked what is the commission. Meir indicated that this article had not been discussed and there has not been a hearing since he has been with TCPA. Consideration was given to this possibly referencing a committee that is established every year to negotiate a contract with TCPA. He will take this input back for discussion. In addition, Article 6, Section G indicates Robert’s Rules of Order shall govern proceedings. Thomforde stated Minnesota Association of Townships warns townships not to adopt these rules of order due the complexity. Faye-Gust asked for vote to approve the amendments to the TCPA by-laws via roll call vote. Thomforde made a motion to adopt the changes pending discussion of Articles 9-C and 6-G, Andrist seconded. Motion passed. Unanimous roll call vote approved pending discussion.

**Consent Agenda** – Thomforde made a motion to approve July 9, 2024, meeting minutes as written, Fahy-Gust seconded, motion carried 3-0.

### Old Business

**Silting on 100<sup>th</sup> Street** – Andrist spoke with Jim McNamara who indicated he is willing to pay a third of the expense for tiling. McNamara also intends to place a silt fence and to stay back when working the earth. Ellingson Tiling confirmed the tiling quote remains the same as previously given. Thomforde made a motion to approve completion of the work when conditions are favorable. Andrist seconded. Motion carried. Andrist will report back to the board when work is completed.

**Floodplain, Shoreland and MOA Discussion** – TCPA is in the process completing township discussions and will return with final Memorandum of Understanding for consideration by the township boards.

**Solar Farms** – The Planning and Zoning Advisory Commission has met twice and continues to explore options, review aspects of solar farms, and discuss impact on land usage. There has been active participation by members of the commission in discussions and seeking public input. There are many factors to consider and challenging issues to resolve. Another meeting is scheduled for August 14<sup>th</sup>, 7:00 PM.

**Windows Upgrade** – Kosmicki informed the board that the Operating System on the township computer is Windows 10, Microsoft office is out of date (2007 version). There are some security issues with having an outdated version but possibly not enough to warrant upgrading to Office 360. Windows OS will need to be upgraded in 2025 to Windows 11. Currently using Norton antivirus. Will assess upgrading Office when Windows OS is upgraded. Tabled until later.

**Rental Form Revisions** – Forms have been updated to reflect changes made to rental policies. Information from multiple forms has been incorporated into one version. A checklist will be left with the key for renters to complete after their event, except for those that use the townhall on a routine basis.

**Bureau of Indian Affairs** – Fahy-Gust provided a review of a document from BIA (Bureau of Indian Affairs) informing residents that should a disaster occur, such as a nuclear event, gaming operations would move to Elk Run. This will not occur until 6 years after tribal land has been accepted in to the trust, which has not yet occurred. There was a request for comment, none offered at this time.

#### **New Business –**

##### **Metes and Bounds Subdivisions –**

**Jack Weichert property** – Meir stated that this is a standard split. Presently access meets requirements to subdivide the property, however if and when any of the 3 parcels are sold, there would be a requirement to update easement agreement. There is a bridge that crosses Plum Creek on the property that has recently been repaired but may have issues as far as supporting large equipment or a fire truck if a house were to be built in the back of the property. Staff recommendations included any future development will require an update easement agreement. Any future development of parcels will require a shared driveway agreement and a potential bridge study. Andrist made a motion to approve metes and bounds with the staff recommendations, Thomforde seconded. Motion carried 3-0.

**Leslie Haack** – Family is seeking to subdivide 220 acres into 3 parcels, 79 acres the family will retain, a 2 acre non-farm dwelling site parcel, and 139 other acres. Criteria for this subdivision has been met. The family desires access to the 79 acres from 65<sup>th</sup> Avenue which will require a survey be provided that includes a written report of an easement across the residual 139 acres. Access point is yet to be determined. Thomforde made a motion to approve pending the survey and easement, Andrist seconded. Motion carried 3-0.

**County Hazard Mitigation Committee** – Fahy-Gust attended the meeting, discussion included how information will be shared by Olmsted County to the townships. Once the plan is complete it will be shared.

**Culligan** – Discussed recommendations made by Culligan to install an automatic softener that only regenerates when water is used. Culligan could set up quarterly delivery of salt and add only when needed. There was also a request to provide them with a key so they wouldn't need to contact someone to come to the hall. Currently Culligan charges \$43.00 per month whether the tank is exchanged or not, \$63.00 when it is exchanged. Concern was expressed that the softener would regenerate, fill the septic holding tank thus requiring a more frequent need to empty the septic holding tank. The iron level in the water is also a concern. Discussion concluded to not change the current status with Culligan.

**Request for Concrete Barrier – New Haven and 85<sup>th</sup> Ave NW** – An email was received from Travis Viker, MN Department of Natural Resources, requesting placement of a concrete jersey barrier due to DNR staff expressing concerns about trail safety at the dead-end road. Supervisor Thomforde with contact Viker to discuss what was previously recommended and agreed to when the road was closed.

**Township Hall Maintenance –**

- Windows – Thomforde requested funds, approximately \$200.00, purchase a window to replace a window that is fogging over. He will perform the labor to do replacement. There are also 2 screens on the south side and one on the west that are deteriorating. He would like to take them to be repaired. Fahy-Gust made a motion to authorize Thomforde to use funds to take care of the windows and screens. Andrist seconded. Motion carried 3-0.
- Gutters – Kosmicki indicated that the gutters need to be cleaned out. Thomforde and Andrist agreed to look at them to determine if they would be able to do this task and report back at the next meeting.

**Primary Election** – The schedule for election judges is being established.

**TCPA Recap** - Andrist reported there was discussion about the Flood Plain and Shoreline agreement. There is continuing interaction with and gathering input from townships. By-law changes were discussed. CMS is changing how billing is being handled, one set fee as opposed to multiple charges.

**Olmsted County Township Officers Association Meeting Recap** – There were two state House Representatives and a Senator in attendance. The Olmsted County Administrator has resigned going to Dakota County. The meeting was held at the new Haverhill Township Hall that was built on the site of an old waste dump. There are thousands of tires creating a fire concern. The County has received state funds to assist with removal.

**Rural Fire Association Meeting** – The association met in July. Most of the meeting was spent discussing the replacement of a tanker purchased in 1991 that is nearing the end of its usefulness. The issues with the tanker include a leaking tank, engine, pump motor dies, and unable to accelerate. The fire chief is researching availability of tankers with manufacturers. There is a demo unit that is going to be shown to the Fire Department that is approximately \$100, 000 less than new as it has been driven around. The cost would be covered jointly by city and townships. This issue will be under discussion for at least 6 – 8 months before resolution. The next meeting is scheduled in November.

**MAT District 1 Recap – Thomforde reported** this was the annual MAT district meeting. There were no elections this year. Rex Edge is our representative. There were approximately 100 in attendance. Representative Steve Jacobs from Winona and a Winona County Commissioner also attended and spoke. MAT by-law changes were reviewed. The staff attorney talked about social media. He raised concerns regarding conducting public business via social media. Blocking individuals from posting on sites that conduct public business is a violation of the First Amendment as determined by the Supreme Court. The attorney offered suggestions on making sites more personal and less public. Questions regarding this issue can be directed to MAT. Currently the township website address is .org, and as directed by State Legislator, all township websites should end with .gov. This is required to be in place by June 2026. Thomforde will research the state statute.

**Road Report** – Andrist inspected John Wright's driveway on 110<sup>th</sup> Ave and offered suggestions on mitigating erosion. There are trees over the road on 110<sup>th</sup> Ave which Mike Wood took care of. Vince Fangman expressed concerns regarding erosion and silting by Dale Haywards. There was no erosion noted. Two complaints

received regarding 60<sup>th</sup> Ave being too rough, Andrist directed Mike Wood to blade the road, which was done. Heavy trucks have frequently used the road. The townhall parking lot has been bladed and re-sloped.

**Treasurer Report** – Figy provided a detailed report for the financial transactions for the month of July.

Frandsen Bank -	Checking Account	\$ 3,460.67
	Money Market Account	\$118,893.45
	Less Outstanding Checks	none
	<b>Total Deposits</b>	<b>\$122,354.12</b>

JP Morgan Chase, 5.02% (semi-annual) 1/6/2025	\$100,000.00
Wells Fargo of South Dakota 5.2% 2/26/2025	\$ 50,000.00
Flagstar Bank 4.7% (semi-annual) 7/25/2025	\$100,000.00
<b>Total Investments</b>	<b>\$250,000.00</b>

**Total Deposits** **\$372,354.12**

Thomforde made a motion to approve the Treasurer’s report, Andrist seconded, motion carried 3-0.

**Review/Pay Bills** – Claims list was presented and reviewed. Claims totaled \$2,916.25 plus payroll. Andrist made a motion to pay all bills, Thomforde seconded. Motion carried 3-0.

**Mail/Miscellaneous –**

A request was received from United States Department of Commerce to participate in a Building Permit Survey. The request will be forwarded to TCPA.

Request received from University of Minnesota to participate in a farming practices and experience survey. The survey will be returned as there is no one on the board participating in farming. This would be difficult to respond to as a township.

**Adjournment** – Thomforde made a motion to adjourn, Andrist seconded. Motion carried 3-0. Meeting adjourned at 8:26 PM.

Approved by the Board

Signed:

Signed:

*/Signed copy on file/*

Ann Fahy-Gust, Chair  
New Haven Town Board

Bonnie Kosmicki  
Township Clerk

Date:

Date:

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of June, 2024 statement

3183.32

Income

Checking Account

7-8 Hall Rent	75.00
7-11 Hall Rent	150.00
7-10 Online Transfer From MMA	16500.00
7-31 Interest	1.53
Paper Statement Fee Refund	5.00

**Total Deposits**

16730.53

Debits

4692 MATIT (Insurance Premium)	4005.00
4693 Northstar Property Solutions (Weed Spray)	4320.00
4694 Todd Wagner (Gopher Bountty)	55.00
4695 David Andrist (Mileage)	111.12
4696 Dale Thomforde (Mileage)	48.24
4697 Fogarty's Outdoor Service (Lawn Care)	240.00
4698 Hemann Groven & Co. LTD (Payroll)	142.00
20677 Wages	478.25
20678 Wages	215.46
20679 Wages	1038.94
20680 Wages	910.36
20681 Wages	323.96
Safe Deposit Box Pymt	25.00
Delete Checks	373.08
Bev Comm	78.13
Culligan	63.95
P.E.C - (Elec)	182.51
Paper Statement Fee	5.00

**Total Debits**

16453.18

New Ending Balance of July, 2024 statement

3460.67



**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of June, 2024 statement

133,710.00

Income M M D A

7-19 State of MN	1460.50
7-31 Interest	222.93

Total Deposits

1683.43

Debits

7-10 Online Transfer TO Checking Acct	16,500.00

Total Debits

16500.00

New Ending Balance of \_\_\_\_\_, 20\_\_\_\_ statement

118,893.45

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Regular Meeting Minutes

September 10, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Ann Fahy-Gust at 6:30 PM. Supervisors David Andrist and Dale Thomforde were present to constitute a quorum. Also present were Treasurer Robert Figy, and Clerk Bonnie Kosmicki.

**Set Agenda and Order** – Supervisor Thomforde made a motion to approved the agenda as printed, seconded by Supervisor Andrist. Motion carried.

**Comments from Chair** – Chair Fahy-Gust commented that the tiling project on 100<sup>th</sup> St went well.

**Comments from the Public** – Owen Allen, 8967 County Rd 3 NW, Oronoco MN, 507-273-3108, approached the board to request rezoning for a piece of property he purchased located between highway 52 and White Bridge Road. The property would be utilized as commercial property for storage of inventory from Shaver Manufacturing, potentially with warehouse and office structure. Mr. Allen was advised that this issue would need to be addressed by the Planning and Zoning Commission as well as TCPA as the town board could not independently authorize zoning changes. Olmsted County would eventually also need to be involved. Mr. Allen will be contacted by P&Z chair to initiate the process.

**TCPA By-Law Changes and Voting Form** – A roll call vote was done, supervisors unanimously approved changes to TCPA by-laws as presented.

**Consent Agenda** – Thomforde made a motion to approve August 8, 2024, meeting minutes as written, Andrist seconded, motion carried 3-0.

### Old Business

**Solar Farms**– The Planning and Advisory Commission met four times, the commission was diligent and thorough to deliver a proposal to the board for review. The proposal was crafted after Salem Township’s and three other ordinances. Key provisions included discussion on set-back, mega-watt size, and type of soils allowed for solar farms. The commission was thanked for their exceptional effort to produce a recommendation for the board. Regarding item #7 indicating the plan would be reviewed by the township engineer, Fahy-Gust commented that the township doesn’t have an engineer and this would have to default to a county engineer. Additional discussion included clarification of setbacks and where solar farms can be established in relation to access to phase 3 lines. The township board will review the proposal and schedule a public hearing when they have a formal proposal to present.

**Request for Concrete Barrier**- Supervisor Thomforde responded to Travis Viker, DNR, suggesting a meeting together to review the site. Viker was amenable to this but has not approached Thomforde with a date.

**Gutter Clean out** – Supervisor Thomforde cleaned the gutters without injury.

**New Business**

**Schedule Fall Road Inspection** – Road inspection was scheduled for Tuesday September 24, beginning at 8:00 AM. A meeting notice will be posted. Public is welcome to join.

**New Haven Bridge #L6315 – 85<sup>th</sup> St. NW** – Olmsted County contacted the township to inform they are working on their Draft 2025 Capital Improvement Plan. The Township Bridge #L6315 (85th St NW) has been listed as a potential project. In recent inspections, the Local Planning Index number (LPI) of the structure has fallen to 53 which qualifies the bridge replacement for State Aid Township bridge funding as it is below 60. They request that the township board discuss any interest in moving forward with the project and the financial responsibility this would entail. This item will be addressed during the road inspection.

**Request for Mapping Road Status Report** – A map will be ordered to be available during the upcoming road inspection to notate any changes in roads and updates relayed to Amy Sanda, Geographic Information and Mapping, Minnesota Department of Transportation, 395 John Ireland Boulevard, Saint Paul, MN 55155

**Primary Election Recap and Eval** – No issues were identified. Judges are being recruited for the presidential election.

**Hall Rental** – Clerk Kosmicki requested clarification for the rate of commercial rentals. Recently a resident wanting to use the hall for a holiday boutique. For the past several years she has been allowed to rent the hall for \$75.00. Discussion was held to decide whether hall rental would be set the same for any use, commercial or not. Thomforde made a motion to set the rate for commercial use to \$125.00 per day. Andrist seconded. Motion carried 3-0.

**TCPA Recap – Andrist reported** changes in the by-laws were discussed. All townships have been visited regarding the Floodplain ordinance. An ordinance is being drafted and will be presented to townships.

**Road Report** – The ditch was cleaned out in Riverheights Court. Mowing is being done. Drain tile is done on 100<sup>th</sup> Street and is working properly.

**Treasurer Report** – Figy provided a detailed report for the financial transactions for the month of July.

Frandsen Bank -	Checking Account	\$ 3,364.15
	Money Market Account	\$115,243.59
	Less Outstanding Checks	none
	<b>Total Deposits</b>	<b>\$118,607.74</b>
	JP Morgan Chase, 5.02% (semi-annual) 1/6/2025	\$100,000.00
	Wells Fargo of South Dakota 5.2% 2/26/2025	\$ 50,000.00
	Flagstar Bank 4.7% (semi-annual) 7/25/2025	\$100,000.00
	<b>Total Investments</b>	<b>\$250,000.00</b>
	<b>Total Deposits</b>	<b>\$368,607.74</b>

Fahy-Gust made a motion to approve the Treasurer’s report, Thomforde seconded, motion carried 3-0. Treasurer Figy has been working on appointing a deputy treasurer. The signature page for the checking account includes former clerk Donna Beyer. She will need to be removed from the signature list.

**Review/Pay Bills** – Claims list was presented and reviewed. Claims totaled \$11,926.03 plus payroll. Andrist made a motion to pay all bills, Thomforde seconded. Motion carried 3-0.

**Mail/Miscellaneous**

**Flag Replacement** – The American flag needs to be replaced; Thomforde has ordered new flags and will take care of getting them up.

**Couri & Ruppe, P.L.L.P** – Sent notification of their hourly rate increasing to \$300.00 per hour.

**Temporary Construction Permit Forms** - TCPA was looking at differences in the Temporary Construction permit forms. Also, concerns were expressed that regarding applicants not fully describing their intentions and creating safety hazards. New Haven township requires maps, review by supervisors, and road maintenance contractor. New Haven will continue to use their current Temporary Construction permit form.

**Adjournment** – Andrist made a motion to adjourn, Thomforde seconded. Motion carried 3-0. Meeting adjourned at 7:40 PM.

Approved by the Board

Signed:

Signed:

*/Signed Copy on File/*

Ann Fahy-Gust, Chair  
New Haven Town Board

Bonnie Kosmicki  
Township Clerk

Date:

Date:

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of July, 2024 statement

3460.67

Income

Checking Account

8/14	PEC (Const Permit)	200.00
8/12	Online Transfer From MMDA	4000.00
8/30	Interest	.35

Total Deposits

4200.35

Debits

4699	Hemann Grover & CO. LTD (Payroll)	142.00
4700	Gopher Septic Services Inc (Septic Pumping)	225.00
4701	David Andrist (Mileage)	85.53
4702	Dale J. Thonforde (Mileage)	128.64
4703	Jacob Wolfe (PAC Mtg)	100.00
4704	Michael Bruce (PAC Mtg)	50.00
4705	Chris Hawkins (PAC Mtg)	100.00
4706	Carl Toft (PAC Mtg)	150.00
4707	Kory Weiss (PAC Mtg)	100.00
4708	Barbara Allen (PAC Mtg)	100.00
4709	Leon Plantz (PAC Mtg)	50.00
4710	Lavonne Kosmicki (Mileage) <small>Disptv. control</small>	103.78
4711	Adam's Pest Control (Pest Control)	50.00
4712	Michael Wood (Road Maint)	1190.00
20682	(Wages)	516.39
20683	(Wages)	531.01
20684	(Wages)	323.22
	Bev Comm	78.13
	Culligan	43.95
	PEC	219.22

Total Debits

4296.87

New Ending Balance of August, 2024 statement

3,364.15

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of July, 2024 statement

118,893.45

Income

M M DA

8/13 Olmsted County	158.91
8/30 Interest	191.43

Total Deposits

350.14

Debits

8/12 Online Transfer to checking Account	4000.00

Total Debits

4000.00

New Ending Balance of August, 2024 statement

115,243.59

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Fall Road Inspection

September 24, 2024

Following the Pledge of Allegiance, the special meeting was called to order by Chair Ann Fahy-Gust at 8:15 AM. Supervisors David Andrist and Dale Thomforde were present to constitute a quorum. Also present were Clerk Bonnie Kosmicki and Mike Woods, Road Maintenance Contractor. Those present were transported in Dave Andrist's personal vehicle. There were no members of the public present.

The following is a summary of discussions and items noted to be addressed and/or rectified.

- Issue:** Culverts that were previously acquired are not useable by the township.  
**Action:** They will be offered to DeCook at no cost. If there is not interest by DeCook, they will be buried in the quarry.
- Issue:** Mike Woods commented that a car is often parked blocking Helen Ave NW in Douglas making it difficult to clear snow.  
**Action:** Supervisor Andrist will discuss the issue with the resident.
- Issue:** A list provided by Mark Gunderson, 8649 85th St NW Pine Island (by Genoa bridge) was reviewed. a. cleanout inlet area. b. add gravel in spring to raise road level c. cut dead trees in right of way.  
**Action:** The ditch on 85<sup>th</sup> Street NW near Mark Gunderson's needs to be maintained to ensure debris doesn't block the culverts and causing water to run over the road. There are several dead trees north of Mark Gunderson need to be removed before they fall on the road.
- Issue:** It was opinion of supervisors that the bridge on 85<sup>th</sup> Street NW (#L6315) is without damage or need of replacement. This bridge has been identified by Olmsted County as qualifying for bridge replacement. In recent inspections, the Local Planning Index number (LPI) of the structure has fallen to 53 which qualifies the bridge replacement for State Aid Township bridge funding as it is below 60. Supervisor Fahy-Gust suggested that Olmsted County be contacted and suggest a meeting with an engineer at the bridge so that specific issues could be discussed.  
**Action:** Clerk Kosmicki will follow up to contact Olmsted County and report back the board
- 110<sup>th</sup> Avenue NW – North side of the bridge – sign needs to be repaired
- Issue:** 110<sup>th</sup> Avenue NW north end– Washboard on the road has worsened and needs to be bladed and will probably need additional road rock next spring.  
**Action:** Supervisor Thomforde made a motion to lift the moratorium on blading roads where chloride has been applied. Fahy-Gust seconded. Motion carried 3-0.

- 7. **Issue:** Intersection of New Haven Road and 85th Ave NW - DNR request to place a concrete jersey barrier to prevent vehicles from driving on the bike trail.  
**Action:** Supervisor Thomforde has previously followed up by contacting Travis Viker from the DNR. Viker did express interest in meeting Thomforde at the trail and discussing this issue further but has not returned communication to set up meeting. This issue will be tabled until DNR initiates further communication.
- 8. Two dead ash trees in ROW need to be removed on Plum Creek Road NW before they fall on the road.
- 9. **Issue:** There are bushes in the right of way at 8605 115<sup>th</sup> St NW that should be cut back or removed  
**Action:** Clerk Kosmicki will contact the resident to ask if these can be removed or transplanted to a different location.
- 10. **Issue:** Mailbox posts:  
**Action:** Swing mailbox posts are available through the township and can be installed for residents at no cost to them. Fahy-Gust will post this information of the New Haven Township Facebook page.
- 11. 88<sup>th</sup> Avenue NW - south end – ditch needs to be cleaned out by Pressnall’s and concrete slab previously used for mail box can be removed with permission given by owner.
- 12. **Issue:** Four asphalt driveway edges were observed to be higher than the shoulder and extend into the right of way. Mike Woods commented that he would not be held responsible for any damage that may occur during snow removal.  
**Action:** Clerk Kosmicki will draft letters to each resident to inform that neither the Road Maintenance Contractor nor New Haven Township will be accepting liability for any potential to their driveway as placement in the ROW of the edge and height makes them vulnerable to damage.

Adjournment: Fahy-Gust made a motion to adjourn, Andrist seconded. Motion carried. Meeting adjourned at 10:35 AM. A total of 39 miles was traveled.

Approved by the Board  
Signed:

Signed:

*/Signed Copy on File/*

Ann Fahy-Gust, Chair  
New Haven Town Board

Bonnie Kosmicki  
Township Clerk

Date:

Date:



# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Regular Meeting Minutes October 8, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Ann Fahy-Gust at 6:30 PM. Supervisors David Andrist and Dale Thomforde were present to constitute a quorum. Also present were Treasurer Robert Figy, and Clerk Bonnie Kosmicki.

**Set Agenda and Order** – Supervisor Thomforde made a motion to approve the agenda as written, seconded by Supervisor Andrist. Motion carried.

**Comments from Chair** – Chair Fahy-Gust commented that we are having a beautiful fall and a note to be aware of farm equipment on the road and give them plenty of space.

**Comments from the Public** – Chris and Ian Swanton, 11485 85<sup>th</sup> St NW, Pine Island, addressed the township board. Ian expressed concern regarding the overflow drain installed for a pond built by their neighbors that is next to a shared driveway. Swanton's concern is that the overflow drains directly to the culvert under the driveway and if not maintained appropriately or abundant rain, may cause damage to their property. It was Swanton's understanding that TCPA would provide a copy of an engineering guarantee indicating no erosion would happen beyond what could normally be expected. Swanton did not receive this document but does have a copy of the original plans for the pond. Swanton's were not given the opportunity to express any input regarding any potential impact the overflow drain to their property. During the permitting process, the neighbor was directed by TCPA to involve Swanton's in discussion; however, this did not occur. An engineering report will be provided to Swanton. Swanton was encouraged to contact TCPA is he has any questions regarding any building permits submitted to them involving neighboring properties.

**TCPA Metes and Bounds Subdivision** – Kermit and Jean Christenson, 11812 New Haven Rd NW. The request is straightforward. TCPA recommended approval of the metes and bounds subdivision. The board had no concerns or questions. Andrist made a motion to approve the Christenson subdivision, Thomforde seconded. Motion carried 3-0.

**Consent Agenda** – Fahy pointed out that the date on the minutes was correct but the date on the agenda was incorrect and should be corrected to reflect September 10, 2024. Thomforde made a motion to approve September 10, 2024, meeting minutes as written, Andrist seconded, motion carried 3-0.

### **Old Business**

**Solar Farms**– The board has had an opportunity to review the draft solar ordinance with TCPA and Chris Hawkins, Chair of the Planning and Zoning Advisory Commission, and discussed their questions and concerns for provisions within the document. The proposed ordinance requirements are consistent with Rochester and other township's ordinances. Discussion occurred regarding the proposed distance of buffer yards, setbacks, and percentage of prime farmland utilized. It was noted that there is currently no township engineer and suggested utilizing the county engineer. Other wording changes were discussed such as the ordinance would not include solar panels on houses, barns, and other out buildings that are specifically for personal use. Additional modifications and amendments to the draft were discussed comparative to requirements for rock quarries and impact on neighboring properties. The maximum size of the solar field will need to be determined, 1 vs 5 mega-watts. There are currently no mechanisms to follow up on conditional use permits and compliance with letters of credit. Decommissioning and cleaning requirements will need more

discussion. Fahy proposed that the supervisors continue to review the document and send their comments to the clerk who will combine all comments in one document to be reviewed at the November meeting.

**Road Inspection Summary** – Clerk Kosmicki spoke with the resident at 8605 115<sup>th</sup> St NW, and she understands the bushes are in the right of way and may be removed. Clerk Kosmicki also contacted County engineer regarding the bridge on 85<sup>th</sup> Street. He provided several times that he is available to meet. Supervisor Andrist will contact him and set up a time to meet. Supervisor Thomforde wondered if any additional right of way would be necessary if the bridge is replaced. Letters were drafted to be sent to the four individuals whose asphalt driveways encroach on the right of way and are higher than shoulder, creating a situation where they could be damaged when snow plowing. Swing-away mailbox posts can be provided and installed for residents at no cost at their request. Mailboxes are not provided. Supervisor Fahy posted this information of the township Facebook page. Mike Woods was asked to begin working on the issues addressed in the road report as he has time. Thomforde made a motion to approve the Fall Road Inspection minutes, and Fahy seconded. Motion carried 3-0

### **New Business**

**Cannabis Business Registrations Resolution**– Thomforde made a motion to adopt the resolution delegating cannabis registration authority for New Haven Township to Olmsted County. Andrist seconded. Motion carried 3-0.

**Voter Funds Resolution** – Thomforde made a motion to adopt the resolution delegating Voting Operations, Technology, and Election Resources (VOTER) account funds to Olmsted County, Andrist seconded. Motion carried 3-0.

**Absentee Voting Administration** – Previously, the township administered absentee voting for the March township elections. The County has offered to administer this for the township. Discussion included that there would no longer be the need for the township hall being open for absentee voting from 10:00 to 12:00 prior to a township election since the County would handle. Absentee voters would need to go to the County elections office in Rochester or submit requests by mail. When the notice for the election is published, this information would be included. Thomforde made a motion to adopt the resolution delegating absentee voting administration for township elections to Olmsted County. Andrist seconded. Motion carried 3-0.

**Presidential Election Judge Roster** - There are eleven judges on the roster. This will allow at least six judges to be present per shift. Thomforde made a motion to adopt the resolution appointing election judges for the 2024 Presidential General Election. The eleven judges are David Andrist, Ginger Roberts-Carson, Ann Fahy-Gust, Bonnie Kosmicki, Jeff Lee, Donna Beyer, Dale Thomforde, Erin Grout, Bob Madsen, Larry Mattson, and Bob Figy. Bonnie Kosmicki is appointed as head judge, Dale Thomforde as alternate head judge. Fahy seconded. Motion carried 3-0.

**TCPA Recap** – Thomforde attended the meeting this month. Normal reports were given to include building permits and finances. Staffing payroll is higher than usual as there are currently three employees during this training period. This will resolve at the end of the year when David Meir retires. Work continues on the flood plain ordinance. TCPA bylaws changes have not been approved as of yet as not all townships have submitted their input. TCPA confirmed it is not an enforcement agency, which left up to the townships and code enforcement.

**Olmsted County Township Officers Association Recap** - All three supervisors attended. There was discussion of the cannabis regulations and licensing. There have been 13 licenses applied for and one remaining. A county commissioner was bitten by two dogs when he was out campaigning resulting in a hospitalization. The annual meeting was conducted. The annual dues will remain the same next year. The officer

reimbursement amount for attending the meeting in St. Cloud was increased to \$300.00. A DNR representative discussed townships issuing burn permits and the annual permit option from the DNR. Dale Thomforde is the Fire Warden for New Haven Township and can issue 1 or 3-day burn permits.

**Road Report** – Mike Wood reported the mowing is done. Town hall lot has been mowed. 110<sup>th</sup> Street has been graded.

**Treasurer Report** – Figy provided a detailed report for the financial transactions for the month of September.

Frandsen Bank -	Checking Account	\$ 4994.31
	Money Market Account	\$101,424.00
	Less Outstanding Checks	\$ 230.00
	<b>Total Deposits</b>	<b>\$106,188.31</b>

JP Morgan Chase, 5.02% (semi-annual) 1/6/2025	\$100,000.00
Wells Fargo of South Dakota 5.2% 2/26/2025	\$ 50,000.00
Flagstar Bank 4.7% (semi-annual) 7/25/2025	\$100,000.00
<b>Total Investments</b>	<b>\$250,000.00</b>

**Total Deposits** **\$356,188.31**

Thomforde made a motion to approve the Treasurer’s report, Andrist seconded, motion carried 3-0.

Figy received a message from Frandsen Bank regarding a CD that has been called by LPL Financial. Jeanette has information regarding potentially investing in another CD. Figy will contact her and provide information to the board at the next meeting so a decision can be made as far as investing.

**Review/Pay Bills** – Clerk Kosmicki asked if Schedule 1 provided useful information to the board. The board would mainly like to know that the Schedule 1 balances with bank totals and when money is transferred into each fund. Claims list was presented and reviewed. Claims totaled \$14,423.56. Payroll taxes were paid this quarter. A check from McNamara for a third of the cost of tiling was received. These funds should be returned to the Road and Bridge Fund when deposited. Thomforde made a motion to pay all bills, Andrist seconded. Motion carried 3-0.

**Mail/Miscellaneous –**

- A letter was received from Leashes and Leads expressing their interest in assisting with the impoundment and management of stray dogs. The letter will be kept on file.
- Clerk Kosmicki received a letter regarding upcoming MAT training in November that she will be attending.
- Information was received from Elk Run/Prairie Island Indian Community regarding non gaming land acquisition. There are parcels that go across the highway, the city wants to be able to split and give back to New Haven so that it stays in New Haven Township. The city will be submitting a proposal. Fahy will read the document and report back.
- Thomforde has put up maps in the hall for the proposed Mankato to Mississippi River powerline. The PUC (MN Public Utilities Commission) held a meeting and is studying the different alternative routes.

**Adjournment** – Thomforde made a motion to adjourn, Andrist seconded. Motion carried 3-0. Meeting adjourned at 8:35 PM.

Approved by the Board

Signed:

Signed:

*/Signed copy on file/*

Ann Fahy-Gust, Chair  
New Haven Town Board

Bonnie Kosmicki  
Township Clerk

Date:

Date:

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of August, 2024 statement

3364.15

Income      Checking Account

9/09	PEC (Const Permit) Ann Grane (Hall Rent)	350.00
9/11	Const Permil (Bevcom)	1600.00
9/23	(Hc) Rent Const Permil Woodburners)	625.00
9/11	Online Transfer From MM OA	14000.00
9/30	Interest	.58

Total Deposits

16575.58

Debits

4717	Dale Thomforde (Election Food-Flags)	198.90
4719	Michael Bruce (PAC Mtg)	50.00
4720	Leon Plantz (PAC Mtg)	50.00
4721	Karl Toft (PAC Mtg)	50.00
4722	Barbara Allen (PAC Mtg)	50.00
4723	Chris Hawkins (PAC Mtg)	50.00
4725	Fogarty Outdoor Service (Lawn Care)	480.00
20685	Wages	574.04
20686	Wages	140.00
20687	Wages	1038.85
20688	Wages	833.00
20689	Wages	663.22
	Bevcomm	78.25
	Calligan	63.95
	PEC	242.65
4713	Michael Wood (Road Maint)	6559.00
4714	Rochester Sweeping Service (Road Repair)	600.00
4715	Hemann Grover and Co. (Payroll)	142.00
4716	LaVonne Kosmicki (Mileage-Elec Judge)	81.28

Total Debits

14945.42

New Ending Balance of September, 2024 statement

4994.31

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of August, 2024 statement

115243.59

Income

M M D A

9/30 Interest	180.41

Total Deposits

180.41

Debits

9/11 Online Transfer to Checking Account	14000.00

Total Debits

14000.00

New Ending Balance of September, 2024 statement

101424.00

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Regular Meeting Minutes

November 12, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Ann Fahy-Gust at 6:30 PM. Supervisors David Andrist and Dale Thomforde were present to constitute a quorum. Also present were Treasurer Robert Figy, and Clerk Bonnie Kosmicki.

**Set Agenda and Order** – Supervisor Thomforde made a motion to approve the agenda as written, seconded by Supervisor Andrist. Motion carried.

**Comments from Chair** – Chair Fahy-Gust commented that we need to move the meeting along tonight. There is big agenda.

**Comments from the Public** – None

**New Haven Bridge #L6315 – 85<sup>th</sup> St NW** – Nathan Arnold, Olmsted County, and Supervisor Andrist met to discuss the condition of the bridge and need for replacement. Fahy-Gust asked for clarification as to what changed since it was the opinion of supervisors during the fall road inspection that the bridge looked to be in good condition. Arnold explained that Olmsted County inspects township bridges and there is a list of 20 of them that are currently tracked. The bridge on 85<sup>th</sup> St NW has a Local Planning Index number (LPI) rating 53 which qualifies the bridge replacement with State Aid Township bridge funding as it is below 60. The LPI range is 100 being the best to 1 best the worst. There are four bridges in the county that are now eligible for funding that Olmsted County would survey and design a new bridge and submit to the state. Currently there is no funding but the request would be submitted and put on the list and be eligible the next time funding became available. Approval for the project could take 1 to 3 years. Once approved, the township would be responsible for \$10,000 for design and \$10,000 for construction and securing any additional right of way that would be needed. This particular bridge is 88 years old, has some cracking and was load tested that is why the rating is what it is. Fahy-Gust asked what the potential is regarding the needing to secure to additional ROW. Arnold stated that there is a potential for 10 to 20 feet additional downstream. The bridge would most likely be the same size as it is now. An email needs to be sent confirming New Haven Township approves going forward. Andrist made a motion to go ahead with the study, review and design of 85<sup>th</sup> bridges. Thomforde seconded. Motion passed 3-0.

### **Annexations:**

**611 County Rd 13** – Elizabeth Howard, City of Pine Island Administrator was present at this meeting. In 2019 this parcel was approved by the township and the City to be annexed into the city. After approval it was hooked up to public utilities. It was recently discovered the proper paperwork was not filed with Office of Administrative Hearings resulting in municipal boundaries not being recorded and approved. The remedy for this is to approve a joint resolution avoiding redoing public hearings. This property is now owned by the State of Minnesota. The resolution will be discussed during the December meeting. The city will provide public notification.

**170 8<sup>th</sup> St SW Pine Island** – The city received a petition to annex this property into city limits with a request to be hooked up to city utilities. It was thought this was approved previously. Thomforde made a motion to authorizing the city to go ahead with hooking up utilities. Andrist seconded, motion carried 3-0.

**Metes and Bounds Subdivision Approval –**

**Mary Virginia Hoerle** - Parcel # 852533038854 - Supervisor Andrist made a motion to approve this non-farm Metes and Bounds Subdivision application, seconded by Supervisor Thomforde. Supervisor Thomforde commented that this approval is contingent on landowners following the recommended requirements outlined by TCPA on page 5 of the proposal. Motion carried 3-0.

**Jeremy and Jeana Babcock** – Parcel # 852922038917 – Supervisor Thomforde made a motion to approve this Metes and Bound Subdivision application based on TCPA recommendations, Supervisor Andrist seconded. Motion carried 3-0.

**Consent Agenda** – Chair Faye-Gust made a motion to approve October 8, 2024, meeting minutes as written, Andrist seconded, motion carried 3-0.

**Old Business**

**Solar Farms**–The proposed ordinance was reviewed and discussion occurred regarding suggested edits. Agreement was reached to request review by our attorney. Clerk Kosmicki will make changes and forward to Couri and Ruppe.

**Non-gaming Land Acquisition** – Faye-Gust provided a summary. There is a process underway to move ownership of Prairie Island Community land from City/township to federal land. The intent is to eventually build homes on the land for those wanting to relocate from Prairie Island to Pine Island. There is no requirement for submitting comment.

**New Business**

**2024 Township Mileage Certification** – There is no change from 2023 mileage, 31.68 miles.

**2024 Presidential Election Recap** – Clerk Kosmicki expressed her appreciation for the experience and expertise of the election judges and their willingness to move to other stations in order to give everyone exposure and training on each station. The girl scouts were helpful but they did add to an extra level of activity. After reviewing election requirements, it may be that they would not have been on the approved list. Any further requests will be directed to the election office. New Haven had an 89.8% turnout. Minnesota was the leader in the country having 75.9% turnout.

**Resolutions -**

- LPL Access online Information – Resolution 2024-16, Supervisor Thomforde made a motion to approve, Fahy-Gust seconded, motion carried 3-0.
- Checking Account Signers – Resolution 2024-17, Supervisor Thomforde made a motion to approve, Fahy-Gust seconded, motion carried 3-0.
- Frandsen CD Access – Resolution 2024-18, Supervisor Thomforde made a motion to approve, Supervisor Andrist seconded, motion carried 3-0.
- Safety Deposit Box – Resolution 2024-19, Supervisor Thomforde made a motion to approve, Supervisor seconded, motion carried 3-0.



**TCPA Recap** – Supervisor Andrist provided a summary. Discussion occurred regarding flood control and cannabis ordinance. A proposed ordinance has been drafted and will be sent to the supervisors for review. Each township needs to have their own cannabis ordinance.

**Road Report** – Some grading has been done, working on the second round. There were some comments made on election day regarding the puddles in the township hall parking lot. Mike will grade again. A resident interfered with Mike grading 90<sup>th</sup> St by standing in the road and then making an attempt to access the grader when it passed by after turning around. A letter will be written to him to not interfere with anyone performing road maintenance and to bring any concerns he has to the township board.

There is a pile of approximately 50 tires by the turnaround by Jan Fisher’s. Supervisor Thomforde will contact Fisher to see if someone dumped them or if they are Fisher’s.

Supervisor Thomforde received a call from Olmsted County to report a couch in the ditch. It was on a County road, and they took care of it. Thomforde reported a 6x6 post by corner of 100<sup>th</sup> St and 110 Ave (north side). This was phone box and the post needs to be pulled.

**Treasurer Report** – Figy provided a detailed report for the financial transactions for the month of October. The month-ending balances for October were:

Frandsen Bank -	Checking Account	\$ 3,801.82
	Money Market Account	\$194,213.94
	Less Outstanding Checks	none
	<b>Total Deposits</b>	<b>\$198,015.76</b>
	Wells Fargo of South Dakota 5.2% 2/26/2025	\$ 50,000.00
	Flagstar Bank 4.7% (semi-annual) 7/25/2025	\$100,000.00
	<b>Total Investments</b>	<b>\$150,000.00</b>
<b>Total Deposits</b>		<b>\$348,015.76</b>

Fahy-Gust made a motion to approve the Treasurer’s report, Thomforde seconded, motion carried 3-0.

**Review/Pay Bills** – Total bill \$7,719.61 for the month. Premium for worker’s compensation is due this month. Fahy-Gust asked if we needed to carry worker’s comp insurance as the officers are not employees. Clerk Kosmicki will check with MATIT to clarify. There was discussion regarding an Ag Partners contract for pre-pay propane. The decision was made to not pre-pay for propane at this time. The Adam’s Pest Control bill will increase to \$75.00 per quarter in 2025. Adam’s recommends that the seals under the doors be replaced. Thomforde made a motion to pay all bills, Andrist seconded. Motion passed 3-0.

**Mail/Miscellaneous** - Received notice that the next OCTOA meeting is Tuesday November 26 at 7:30 PM at the Olmsted County Public Works building. New Haven township road M is being vacated by the City of Pine Island to clear ownership of some land.

**Adjournment** – Thomforde made a motion to adjourn, Andrist seconded. Motion carried 3-0. Meeting adjourned at 8:45 PM.

Approved by the Board

Signed:

Signed:

*/Signed Copy on File/*

Ann Fahy-Gust, Chair  
New Haven Town Board

Bonnie Kosmicki  
Township Clerk

Date:

Date:

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of September 2024 statement

4994.31

Income      **Checking Account**

10) 9 Transfer From MMDA	15,000.00
10) 11 Transfer From MMDA	1,000.00
10/31 Interest	.69

Total Deposits

16,000.69

Debits

4718 Jacob Woffen (PAC Mtg)	50.00
4724 Ginger Roberts-Carson (PAC Mtg)	180.00
4726 Dale J. Thomforde (Mileage)	26.80
4727 Michael Brace (Mileage)	50.00
4728 Leon Plantz (PAC Mtg)	50.00
4729 Kory Weis (PAC Mtg)	50.00
4730 Chris Hawkins (PAC Mtg)	50.00
4731 Barbara Allen (PAC Mtg)	50.00
4732 Ellingson (Ditch Repair)	3842.00
4733 David Andrist (Mileage)	152.69
4734 Michael Wood LLC (Road Maint)	8475.00
4735 Hemann-Groven and Co LTD Payroll	142.00
4736 Fogarty's Outdoor Service LLC	240.00
20690 Wages	438.66
20691 Wages	1038.94
20692 Wages	600.27
20693 Wages	461.75
RevCom 28.34      I/P 1006.04	
Culligan 63.95      NEC 146.74	

Total Debits

17,193.18

New Ending Balance of October 2024 statement

3801.82

TOWNSHIP MONTHLY FINANCIAL REPORT

Ending Balance of September, 2024 statement

101,424.00

Income      M M D A

10/16 PL Credit	10,272.88
10/22 PL Credit	4,900.00
10/31 Interest	276.26
Ach State of MN	2,340.80

Total Deposits

108,789.94

Debits

10/09 Online Transfer To Checking Account	15,000.00
10/11 Online Transfer To Checking Account	1,000.00

Total Debits

16,000.00

New Ending Balance of October, 2024 statement

194,213.94

# *New Haven Township*

OLMSTED COUNTY, MINNESOTA – EST. 1858

PHONE: 507.356.8330 EMAIL: NHTOWNSHIP@BEVCOMM.NET

9024 COUNTY ROAD 3 NW, OROCOCO, MN 55960

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## New Haven Township Regular Meeting Minutes December 10, 2024

Following the Pledge of Allegiance, the meeting was called to order by Chair Ann Fahy-Gust at 6:30 PM. Supervisors David Andrist and Dale Thomforde were present to constitute a quorum. Also present were Treasurer Robert Figy, and Clerk Bonnie Kosmicki.

**Set Agenda and Order** – Supervisor Andrist made a motion to approve the agenda as written, seconded by Supervisor Thomforde. Motion carried 3-0.

**Comments from Chair** – Chair Fahy-Gust commented that Christmas is coming, wishes everyone a Merry Christmas and safe driving as snow is coming.

**Comments from the Public** – Clerk Kosmicki expressed condolences to the Hervey family in the recent loss of Vicki and recognized Brian for his years of services to the township. Flowers were ordered and sent to the family from the township.

**Rock Quotes** – Four quotes were received. Olmsted Aggregate – \$14.72/ton, \$19.89/yard; Roberson \$8.25/ton, \$11.14/yard; Bruening \$8.63/ton, \$11.66/ton; Paulson \$13.81/ton, \$18.65/yard. All quotes were accepted. Supervisor Thomforde made a motion to accept all quotes and to use Roberson first, Supervisor Andrist seconded. Motion carried 3-0.

**Consent Agenda** – Supervisor Thomforde made a motion to accept minutes as written, Supervisor Andrist seconded. Motion carried 3-0

### **Old Business**

**Solar Energy Farms**– Clerk Kosmicki called Attorney Bob Ruppe to get an update on his review. He has not returned the call as of time of the meeting. Solar Energy Farms Ordinance discussion tabled until next meeting.

**Mankato to Mississippi Transmission Line Status** – Supervisor Thomforde gave a thorough/detailed overview of progress of the transmission line project. Discussion continues as to where lines should be routed. New poles need to be installed as old ones cannot be used. After scoping meetings, it was determined that the lines could cross the Zumbro Lake. The Prairie Island Indian Community does not want lines going through their property so alternative routes were proposed at their request. Environmental impact studies remain to be completed. Thomforde provided detailed maps of the project.

### **Resolutions** –

The Olmsted County Election Office has requested The Voter Operations; Technology & Election Resources (VOTER) resolution and County Absentee Administration Agreement for Township Elections Resolutions be resubmitted as the resolutions previously submitted to them by New Haven Township did not contain the exact verbiage they had requested. The resolutions were adopted and resigned and will be submitted to the election office.

**Orderly Annexation Parcel #85.0611.083125 (611 County Rd 13)** – This resolution was discussed at a previous meeting; no further discussion was needed. The signed resolution will be forwarded to Pine Island City Administrator so that they can finalize at the next city counsel meeting.

**New Business**

**Schedule Road Maintenance Quotes** – Quotes need to be done for road maintenance. The contract comes up April 15<sup>th</sup>. Notice for acceptance of quotes will be done in February. Quotes will split between summer and winter maintenance work.

**Notice for Candidacy** – Notice has been posted and published for township officers. Filing period is from December 31<sup>st</sup> through January 14<sup>th</sup>, 5:00 PM.

**Olmsted County Proposed Tax Statement** – Proposed Taxes 2025 document was reviewed. Taxes for township property were increased by a maximum of 9.09% total.

**Cannabis Ordinance** – There was no deadline given from TCPA to respond to the proposed Cannabis Ordinance. Chair Fahy-Gust noted that the ordinance defines that licenses will only be granted for commercial or industrial areas. There is currently one commercial area in New Haven Township in Douglas and no industrial areas. Also, for growing purposes can only be on A1, A2 or A3 land, grown inside, and has to be approved under an IUP. A public hearing will be needed before the ordinance can be adopted. Discussion tabled until more feedback from TCPA. Pine Island and Byron have applied to issue their own licenses.

**TCPA Recap** – In addition to the Cannabis Ordinance, there was some discussion about cost of staffing. There are currently three staff. Dave Meir is retiring at the end of the month. It has been determined that two staff can handle the current work load. Fahy-Gust requests that TCPA provide a monthly Excel permit spreadsheet starting in January. She will extract the data for New Haven Township. TCPA has stated they will no longer provide individual township reports. Supervisor Andrist will request at the next meeting.

**Olmsted County Township Officers Association Recap** – Supervisors Fahy-Gust, Andrist and Thomforde attended. Olmsted County is paying for a bus to take people to the capital for Township Day on January 27<sup>th</sup> to meet with legislators. Sign up is through Rex Edge to get a place on the bus, first come, first served. MAT creates the agenda for discussions with legislators. A map of road construction for the year was distributed. New Haven Township was included for rumble strips on County Roads 3 and 15.

**Road Report** – A letter was sent to Mr. Tom Bieto. A tree came down on Plum Creek Road. Thomforde and his son cleared the road.

**Treasurer Report** – Figy provided a detailed report for the financial transactions for the month of November.

Frandsen Bank -	Checking Account	\$ 4,468.99
	Money Market Account	\$ 86,459.53
	Less Outstanding Checks	\$ 320.00
	<b>Total Deposits</b>	<b>\$ 90,608.52</b>
	JP Morgan Chase, 5.02% (semi-annual) 1/6/2025	\$100,000.00
	Wells Fargo of South Dakota 5.2% 2/26/2025	\$ 50,000.00
	Flagstar Bank 4.7% (semi-annual) 7/25/2025	\$100,000.00
	<b>Total Investments</b>	<b>\$250,000.00</b>
<b>Total Deposits</b>		<b>\$340,608.52</b>

Treasure Figy suggested someone go through the safety deposit box to clean it out as there are many documents that are outdated. A nine-month CD was purchased at 4.4% to replace the maturing CD. Andrist made a motion to approve treasurer’s report, Thomforde seconded. Motion carried 3-0. The Schedule 1 will be again included at the request of resident Chris Hawkins, 10234 105th St NW.

**Review/Pay Bills** – Clerk Kosmicki reported the bills were routine, other than the gopher bounty check this month. There are two outstanding checks. Thomforde made a motion to pay all bills, Andrist seconded. Motion carried 3-0. Kosmicki reported that she did contact MATIT regarding the work’s comp insurance policy. MATIT staff stated that this insurance covers township officers if an injury were to happen in the performance of their duties. The premium has been paid.

**Mail/Miscellaneous –**

The Olmsted Election Office will be notified that we will not be changing our polling location and that there are no questions to be included on the ballot for the March election.

**Adjournment** – Andrist made a motion to adjourn, Thomforde seconded. Motion carried 3-0. Meeting adjourned at 7:39 PM.

Approved by the Board

Signed:

Signed:

*/Signed copy on file/*

Ann Fahy-Gust, Chair  
New Haven Town Board

Bonnie Kosmicki  
Township Clerk

Date:

Date:

**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of October, 2024 statement

3801.82

Income Checking Account

11/07 Deposit	50.00
11/13 Online Transfer From MMDA	13000.00
11/29 Interest	.51
11/18 Deposit	1430.00

Total Deposits: 14,480.51

Debits

4737 MATIT	554.00
4738 Michael Wood LLC (Road maintenance)	5715.00
4739 David andrist (Mileage)	56.00
4740 Dale Thomforde (Supplies)	34.64
4741 Hemann Grover & Co. LTD (Payroll)	142.00
4742 Larry Mattson (Election Judge)	190.00
4743 Bob Madson (Election Judge)	220.00
4745 Jeffrey Lee Election Judge	200.00
4746 MATIT (Fall Training Ronnie)	30.00
4747 Supplies	124.57
4748 Adm's Pest Control	50.00
20694 Payroll	350.93
20696 Payroll	604.89
20697 Payroll	253.96
BEV Comm	78.37
PEC	165.06
11-13-24 Online Transfer to Check Account	5000.00
Culligan	43.95

Total Debits: 13,813.34

New Ending Balance of November, 2024 statement

4468.99



**TOWNSHIP MONTHLY FINANCIAL REPORT**

Ending Balance of October, 2024 statement 194,213.94

**Income**

M M D A

11/13 Online Transfer From From Checking Account	5000.00
11/29 Interest	245.69

**Total Deposits** 5245.69

**Debits**

11/13 online transfer to Checking Acct	13000.00
11/22 Misc Debit (CD Acct)	100,000.00

**Total Debits** 113000.00

New Ending Balance of November, 2024 statement 86459.63