

New Haven Township

OLMSTED COUNTY, MINNESOTA – EST. 1858
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Reorganization Meeting Minutes March 31, 6:30 PM 2026 New Haven Town Hall

Following the Pledge of Allegiance, the reorganization meeting was called to order at 6:30 PM by Supervisor Fahy-Gust. Supervisors Thomforde and Andrist were present, along with Treasurer Hawkins and Clerk Kosmicki. Clerk Kosmicki inquired whether the delineation of levy funds should be addressed at this meeting. The board decided to include this item on the agenda for the next regular meeting. Supervisor Thomforde made a motion to approve the agenda as written. The motion was seconded and carried unanimously (3–0).

Supervisor Thomforde made a motion to keep all items on the Reorganization Chart the same as the previous year, including election judge pay. Clerk Kosmicki requested that the rental form be updated to include rated capacity; this change can be made without board approval or further discussion. Clerk Kosmicki also requested discussion regarding cleaning of the town hall, including the possibility of hiring a professional company to mop, strip, and wax the floors. Supervisor Fahy-Gust stated that this would need to be discussed at a regular meeting due to the expenditure of funds. Supervisor Andrist questioned whether hiring a professional cleaning service would be in addition to Clerk Kosmicki being compensated for cleaning the town hall. Supervisor Fahy-Gust clarified that hiring a professional cleaner would be separate from routine cleaning duties. Supervisor Andrist asked whether the former clerk had been compensated for cleaning. He expressed concern that the pay for cleaning is excessive. Supervisor Fahy-Gust confirmed that both she and the former clerk had been paid for cleaning duties in the past. Further discussion followed regarding whether the clerk should be compensated for routine cleaning tasks such as mopping and cleaning restrooms. Supervisor Andrist expressed dissatisfaction with the current level of cleanliness of the town hall. Clerk Kosmicki stated that cleaning is above and beyond the duties of the clerk and that, if the board does not wish to compensate for these services, the responsibility could be assumed by another board member or another individual could be hired. Additional options discussed included hiring a different person or rotating cleaning responsibilities among officers on a monthly basis; however, supervisors would not be eligible for compensation. Supervisor Fahy-Gust noted that a professional service had been hired in the past to strip, mop, and wax the floors, most recently approximately five years ago. The motion on the floor made by Supervisor Thomforde was revised to keep all items on the Reorganization Chart the same as 2025, including election judge pay, excluding the TCPA representative. The motion was seconded by Supervisor Andrist and carried unanimously (3–0).

Selection of Township Board members to the following roles:

Board chair - Fahy-Gust to remain as chair of the board

Vice Chair –Thomforde to remain as vice chair

Rural Fire District Representative –Fahy-Gust to remain in this role

Representative to Township Cooperative Planning Association – Andrist requested he and Thomforde would rotate attendance TCPA meetings. Fahy-Gust made a motion that Andrist and Thomforde will share this role. They will determine between themselves who attends meetings when. Thomforde seconded. Motion carried.

Road Supervisor Andrist to continue as road supervisor

Building Maintenance Supervisor –Thomforde to continue as Building Maintenance Supervisor

Designate

Official bank as township Depository Frandsen Bank and Trust remains

Official publication Newspaper –Rochester Post Bulletin and Zumbrota News Record remain the official newspapers for publishing notices.

Locations for posted notices Notices will continue to be posted on the townhall door and the township’s website.

Town hall Rental and designate contact person – Rental fees to remain at \$75.00 non-commercial, \$125. Commercial, both for New Haven residents only. Kosmicki will remain the contact person for townhall rental interactions/questions.

Town hall cleaning – hourly rate and hour limit - hourly rate for cleaning the townhall will remain \$20.00 per hour with a 10-hour monthly limit

Gopher Bounty –remain at \$2.50 for pocket gophers and \$1.00 for streakies.

Election judges –election judge wage to remain at \$20.00 per hour

Set fees and Compensation – Input from a resident has been received on multiple occasions expressing the opinion that supervisors should receive an increase in their monthly stipend. Supervisor Fahy-Gust asked whether this request should be considered by increasing the supervisor stipend nominally or keeping compensation the same. Supervisor Andrist stated that, due to a marked increase in township activity, it would be reasonable for supervisors to receive the same monthly stipend as the treasurer, in the amount of \$300.00. Supervisor Andrist made a motion that the stipends for the clerk and treasurer remain unchanged; that the hourly wages for the deputy clerk and deputy treasurer remain at \$30.00 per hour; and that the supervisor stipend be increased to \$300.00 per month. Treasurer Hawkins, speaking as a member of the public, expressed support for increasing the supervisor stipend and encouraged the board to approve the increase. Supervisor Andrist noted that it had been at least three to four years since the last increase. Supervisor Thomforde stated no concerns regarding the budget. Supervisor Thomforde seconded the motion. The motion carried unanimously (3–0).

Township officer compensation,

- **Supervisors**, compensation for supervisors increased to \$300.00/month stipend
- **Clerk** – no change
- **Treasurer** – no change
- **Deputy Clerk** – no change
- **Deputy Treasurer**- no change

Andrist made a motion to keep the 4-H donation, mileage compensation, right-of-way (ROW) and driveway permits, and mailbox installation fees the same. Thomforde seconded the motion. The motion carried 3–0.

Approve 4-H project(s) and donation Currently, the 4-H club is not charged for use of the town hall, and a yearly donation of \$500.00 is made to the club. Club members alternate years between ditch pickup and cemetery cleaning. No changes will be made for 2026.

Mileage compensation Mileage compensation is currently set at \$0.725 per mile. The rate will be adjusted in accordance with any changes to the federal mileage rate.

Right of Way Permits – No Change, \$200.00 unless waived.

Driveway permits – No Change, \$100.00.

Mailbox installation – No change, \$100.0

Adopt fee schedule (copies, NSF checks, etc.) Kosmicki asked for clarification regarding requests for any past septic plans held with New Haven prior to TCPA, and whether the fee policy should address both scanning and viewing. Scanning pages will be charged at the same per-page rate as copying. The statement “or current bank charge” was included under NSF and stop payment fees. Thomforde made a motion to approve fee schedule with added statement, Andrist seconded, motion carried 3-0.

Cemetery contributions for three cemeteries Andrist made a motion to keep donation to the three cemeteries at \$3000.00 each. Thomforde seconded. Motion carried 3-0

Review

Planning & Zoning Advisory Commission appointments & compensation, Supervisor representative Leon Plantz has resigned from the commission, leaving a vacancy. All other members—C. Hawkins, K. Toft, B. Allen, K. Weis, J. Wolfe, and M. Bruce—wish to remain active. There are currently six members, including Hawkins. The committee may have five or six members, not including the chair. Hawkins noted a potential interested candidate and was encouraged to bring the individual’s name to the board for affirmation. Thomforde questioned his inclusion on the list of members. Kosmicki recalled a previous change from Andrist to Thomforde, which Hawkins confirmed, though the reason was not recalled. Initially, Hawkins had requested representation from a supervisor. Going forward, Hawkins, as chair of the commission, will request a supervisor to attend meetings as appropriate to the topic.

Board of Adjustment appointments & compensation Dave O’Brien is currently the chair of the Board of Adjustment. There have been no meetings within the past two years. Fahy-Gust will contact O’Brien to confirm whether current members wish to remain active on the Board of Adjustment Committee. The Board of Adjustment serves as a voting body; if a variance is denied, an appeal is made directly to Olmsted County. Fahy-Gust made a motion to keep the Planning and Advisory Commission and the Board of Adjustment the same, with the following changes: remove Leon Plantz and Thomforde from the Planning and Zoning Commission, add a provision that a supervisor will attend meetings at the chair’s request, and keep Board of Adjustment membership the same. Fahy-Gust will confirm with O’Brien the members’ desire to remain active and will report back to the board at the next meeting. Compensation will remain at \$50.00 per meeting. Thomforde seconded the motion. Motion carried 3–0.

Schedule of regular meeting calendar, time, cancelation dates – Thomforde noted that the August meeting will be held on August 18, the third Thursday, instead of August 11 due to the primary election on the 11th. Thomforde was instrumental in establishing the calendar on the website and made a motion to approve the 2026 meeting schedule. Andrist seconded the motion. Motion carried 3–0.

Determine Indigenous People’s Day and day after Thanksgiving as holidays This item no longer needs to be included for consideration.

Roads

Consider any urgent road concerns, schedule start of road rocking Andrist questioned where there would be any spraying this year. He stated the spraying has been effective in reducing noxious weeds. Thomforde asked that there could be notification prior to spraying. Currently New Haven uses Northstar.

Set Date and time for spring road inspection – This item will be placed on the next regular meeting agenda.

Going forward, considering urgent road conditions, schedule start of road rocking, and setting date and time for spring road inspection will not be included in the reorganization meeting agenda.

Resolutions

Fahy-Gust made a motion to make no changes to check signers, access to the safe deposit box, access to Frandsen Bank, or access to LPL account information via the ClientWorks website. Thomforde seconded the motion. Motion carried 3–0. It was determined that resolutions were not necessary as no changes were made.

Update MAT Officer Contact List – completed

State Auditor Report – This has been completed and submitted to the state.

Adjournment - Thomforde made a motion to adjourn, Fahy-Gust seconded. Motion carried. Meeting adjourned 7:30 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:

Reorganization Meeting		
Role/Designation/Fee/Other	2025	2026
Board Chair	Ann Fahy Gust	Ann Fahy Gust
Vice Chair	Dale Thomforde	Dale Thomforde
Rural Fire District Rep	Ann Fahy-Gust	Ann Fahy-Gust
TCPA Rep	Dave Andrist/Dale back up	Andrist/Thomforde share
Road Supervisor	Dave Andrist	Dave Andrist
Building Maintenance Supervisor	Dale Thomforde	Dale Thomforde
Official Bank as Township Depository	Frandsen Bank & Trust	Frandsen Bank & Trust
Official Publication Newspaper	Post Bulletin, News Record	Post Bulletin, News Record
Location for Posted Notices	Townhall door, could also include website	Townhall door, could also include website
Townhall rental & contact person	\$75.00 non-commercial, \$125 commercial, resident only, Bonnie	\$75.00 non-commercial, \$125 commercial, resident only, Bonnie
Townhall Cleaning	\$20.00/hour, 10 hour/month limit	\$20.00/hour, 10 hour/month limit
Gopher Bounty	\$2.50/Pockets; \$1.00/Streakie	\$2.50/Pockets; \$1.00/Streakie
Election Judges	\$20.00/hour	\$20.00/hour
Supervisors	\$200/month stipend \$75.00/meeting; \$20.00/hour other duties, training	\$300/month stipend \$75.00/meeting; \$20.00/hour other duties, training
Clerk	\$400/month stipend, \$75.00/meeting, \$20/hour other duties, training	\$500/month stipend, \$75.00/meeting, \$20/hour other duties, training
Deputy Clerk	\$30.00/hour	\$30.00/hour
Treasurer	\$300/month stipend; \$75.00/meeting; \$20.00/hour other duties, training	\$300/month stipend; \$75.00/meeting; \$20.00/hour other duties, training
Deputy Treasurer	\$30.00/hour	\$30.00/hour
4-H project/donation	No charge hall use, \$500.00 alternate ditch & cemetery pick up	No charge hall use, \$500.00 alternate ditch & cemetery pick up
Mileage Compensation	Federal mileage comp rate; 2025 0.70/mile	currently 72.5 cents/mile, Mileage compensation will change whenever the Federal rate is adjusted.
Right of Way Permits	\$200.00 unless waived	No change
Driveway Permits	\$100.00	No change

Regular Monthly Town Board Meeting Calendar

2026

April 14	September 8
May 12	October 13
June 9	November 10
July 14	December 8
August 18	

2027

January 12	March 9 Annual Meeting
February 9	March 30 – Reorg. Mtg
March 6 (Saturday 1:00 PM)	

Note:

1. Regular Town Board meetings are generally held on the second Tuesday of the month and begin at 6:30 PM. Board meetings are held at the New Haven townhall.
2. If a scheduled meeting needs to be canceled (weather, lack of quorum, etc), the meeting will be scheduled 2 days later. A notice of the delay will be posted on the Town Hall door and could also include the New Haven website and New Haven Facebook page.

Olmsted County Township Officers Association 2026 Calendar

May 28, 2026	July 23, 2026
September 24, 2026	November 24, 2026