

**SALEM TOWNSHIP  
TOWN BOARD MEETING  
www.salemmn.org  
April 4, 2018**

**Members Present:**           **Rick Lutzi  
Gail Fritts  
Brian Connelly  
Sharon Petersen  
Drew Moessner**

The meeting was called to order at 7:00 p.m. by Brian Connelly with the pledge of allegiance.

Brian Connelly asked if the board members had any changes to the printed agenda. Rick Lutzi asked to put John Austinson on the agenda after the sheriff's report. A motion was made by Rick Lutzi and seconded by Drew Moessner to approve the written agenda as amended. The motion passed unanimously.

The board reviewed and signed claims for payment as presented. The claims and payroll are as follows:

The claims presented for payment tonight are as follows:  
Claim No. 9836 to 9853 and 9860  
Town Board Payroll from 9854 to 9859

The total of claims and payroll presented tonight for payment total \$8,526.24

A motion was made by Rick Lutzi and seconded by Drew Moessner to approve the claims for payment as presented. The motion passed unanimously.

The mail was reviewed by board members.

#### **Secretary's Report**

After review, a motion was made by Drew Moessner and seconded by Rick Lutzi to approve the written secretary's report for the town board meeting as submitted. The motion passed unanimously.

The Board of Canvas report was reviewed by board members and a motion was made by Rick Lutzi and seconded by Drew Moessner to approve the Board of Canvas Minutes as submitted. The motion passed unanimously.

## **Treasurer's Report**

Gail Fritts gave the Treasurer's Report as follows:

<b>Beginning Balance</b>	<b>\$ 92,840.58</b>
<b>Total Receipts</b>	<b>\$ 340.14</b>
<b>Total Disbursed</b>	<b>\$ 17,751.98</b>
<b>Ending Balance</b>	<b>\$ 75,428.74</b>

We have the following Certificates of Deposit:

<b>58237-1</b>	<b>1.1%</b>	<b>4/8/2018</b>	<b>\$37,976.67</b>
<b>58851</b>	<b>1.25%</b>	<b>3/8/2019</b>	<b>\$42,066.79</b>
<b>70062</b>	<b>1.1%</b>	<b>10/8/2018</b>	<b>\$28,260.74</b>
<b>70271</b>	<b>1.25%</b>	<b>1/8/2019</b>	<b>\$ 8,028.04</b>
<b>Total</b>			<b>\$116,332.24</b>

The total funds available as of March 28, 2018 is \$191,760.98.

The Certificate of Deposit 58237-1 coming due for renewal on April 8, 2018 will accrue \$208.30 and the new balance as of April 8 will be \$38,184.97. The renewal on this certificate will be at 1.35%. The accrued interest on Certificate 70062 is \$150.75 as of April 8, 2018.

After review, a motion was made by Rick Lutzi and seconded by Drew Moessner to approve the treasurer's report as given. The motion passed unanimously.

## **Olmsted County Sheriff**

The Olmsted County Deputy was present and was available for questions. He was asked about the ORI numbers and if they were being used by the deputies at this time.

## **John Austinson**

Mr. John Austinson was present and gave the residents information that he will be running for the Minnesota State Senate in 2020. There is also a possibility if Carla Nelson runs and wins the First District representative race in November, a special election will be held in 2019 and he wants to be ready for that if it happens. He answered questions from residents.

## **OLD BUSINESS**

### **TCPA Meeting**

Rick Lutzi will be filling in for Drew Moessner at the April 11, 2018 meeting. Drew Moessner reported on the last meeting. They are looking for a secretary for TCPA meetings. Dave Meier has been filling in as secretary. Rick Lutzi was again elected Vice Chairman of the TCPA. Finances remain strong.

## **ROADS**

The clerk's report was reviewed by board members. There was discussion on the Don Nelson driveway application. Chad Schuman and Rick discussed this request and the issues with site lines at the requested site. There was discussion about temporary driveways until some anticipated road work is completed so that a driveway can be located as requested.

The culvert on 60<sup>th</sup> Street needs cleaning as water was coming out of the ditch and washing a trench in the road and then going back in the ditch. The ditch on 55<sup>th</sup> Street also needs cleaning out.

Brian Connelly requested a discussion about trees that are located on a resident's property and falls in the right of way, who is responsible for the timely clean up of the road right of way. Rick Lutz said the right of way management ordinance he is working on may help address these issues. Olmsted County uses the Minnesota State Statute for right of way management. There is also a suggested Minnesota Association of Townships document that would put a question on the ballot to assign the responsibility back to the landowner to clear rocks, trees, etc. located in our road right of way.

The board discussed spring road inspections. They set a date of April 23 and April 25 at 4:30 p.m. for road inspections. The clerk will post these meeting dates.

Willow Run road condition was discussed. There were not residents present. Brian Connelly read the response we received from Fahrner. The board decided to send this response to all residents along with an invitation to come to our May town board meeting to discuss what needs to be done to this road and the cost of repair.

The board discussed the new quotes on the signs and estimates on cost of posts that will be needed for installation by Olmsted County. There was discussion about how the county may install the signs. The board will review the signs we are proposing to replace to make sure we have all the correct signs ordered.

## **QUOTES FOR SERVICE**

**May 1, 2018 to April 30, 2019**

### **Rock**

The following quotes were received:

#### **Braaten Sand and Gravel**

Class 2 – ¾" Road Rock with fines, spread on Township Roads      \$8.20 per ton  
Full Capacity loads with Belly Dumps

1-1/2" screened limestone spread with trucks on Township Roads      \$11.80 per ton

$\frac{3}{4}$ " Rock Picked up at Quarry	\$7.56 per Ton
$\frac{3}{4}$ " Rock Picked up at Quarry	\$10.20 per yard

### **Paulson Rock Products**

Class 2 - $\frac{3}{4}$ " road rock to be delivered and truck spread any place in Salem Township on township roads in full capacity loads	\$7.25 per ton
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Class 2 - $\frac{3}{4}$ " rock picked up at quarry	\$7.50 per ton
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After Review, both vendors will be accepted. A motion was made by Rick Lutzi and seconded by Drew Moessner to approve both vendors for the 2018-2019 season with a designation of Paulson Rock Products as the primary vendor and Braaten Sand and Gravel as the secondary vendor. The motion passed unanimously.

### **Road Grading**

The following quotes were received:

#### **Bruce Bucknell Construction Inc.**

Road Grading (770CH Road Grader)	\$125.00 Per Hour
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#### **S&B Services**

Road Grading (770 BH motor Grader)	\$115.00 Per Hour
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The board discussed the pricing difference and the work that was completed last year, and the quality of work done on our roads last year. After discussion, a motion was made by Drew Moessner and seconded by Rick Lutzi to assign Bruce Bucknell Construction, Inc. as the primary contractor and S&B Services as the secondary contractor for the 2018-2019 season. The motion passed unanimously.

### **Snow Plowing**

The following quotes were received:

#### **Bruce Bucknell Construction, Inc.**

770CH Road Grader	\$135.00 Per Hour
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#### **Winter Snow Removal**

07' IH Tandem Plow w wing & sander Spreading Rock and Sand	\$125.00 Per Hour + Materials
07' Chevy 1-Ton w 11' Plow & sander	\$105.00 Per Hour + Materials

**Winter Rock Hauling & Spreading**

96' Mack Tri-Axle (14 yd)	\$85.00 Per Hour
96' Mack Tri Axle (14 yd)	\$85.00 Per Hour
07' International Tandem (12 yd)	\$80.00 Per Hour

**S& B Services**

1996 John Deere 770 BH Grader w 12' wing One-way plow	\$115.00 Per Hour
2002 Sterling tandem axle truck, sander, 12' blade 9' wing, belly scraper with serrated edges	\$105.00 Per Hour
2001 Chevy 3500 4 x 4 Pickup Truck, with 9' power angle plow	\$ 90.00 Per Hour
<b>Other Equipment listed:</b>	
1994 Ford L800 275 HP single axle truck 12' power angle, 9' Wing and 6-yard sander	\$100.00 Per Hour
1999 International 400 HP tandem axle truck 12' power angle blade, belly scraper, 9' wing	\$105.00 Per Hour
1972 Oshkosh 480 HP plow truck, 12' blade, 13' Wing	\$105.00 Per Hour
2001 Cat IT18 130 HP 4 x 4 front end loader, 12' power angle blade and 12' wing	\$138.00 Per Hour
2005 Cat 268B 80 HP skid loader with bucket	\$ 95.00 Per Hour
2001 Sterling single truck 12' power angle Plow, 9' Wing and Sander	\$100.00 Per Hour
2000 International single axle truck 12' power angle plow, 9' wing & sander	\$100.00 Per Hour
Application of Rock, spread, charged at hourly rate	\$100.00 Per Hour
Hourly rate to apply salt/sand mixture during icy road conditions	\$100.00 Per Hour

After review of the quotes received, a motion was made by Rick Lutzi and seconded by Drew Moessner to accept both quotes with a designation of S&B Services as the primary contractor and Bruce Bucknell Construction, Inc as the secondary contractor. The motion passed unanimously.

**Right of Way Road Maintenance**

The following quotes were received:

**Bruce Bucknell Construction, Inc.**

**Dump Trucks**

<b>16.8 Ton/12 Cubic Yard Tri Axle Truck</b>	<b>\$83.00 Per Hour</b>
<b>14 Ton/10 Cubic Yard (Tandem)</b>	<b>\$78.00 Per Hour</b>
<b>19.6 Ton 14 Cubic Yard (Quad)</b>	<b>\$92.00 Per Hour</b>
<b>22.4 Ton 16 Cubic Yard (End Dump)</b>	<b>\$105.00 Per Hour</b>

**Excavators w Attachments**

<b>JD 600 Compact Excavator</b>	<b>\$105.00 Per Hour</b>
<b>JD 600 Compact Excavator w/ Hydro Hammer Attachment</b>	<b>\$180.00 Per Hour</b>
<b>Komatsu WB-140</b>	<b>\$100.00 Per Hour</b>
<b>Komatsu WB-143 w Hammer Attachment</b>	<b>\$125.00 Per Hour</b>
<b>JD 160 Excavator</b>	<b>\$125.00 Per Hour</b>
<b>JD 892ES Excavator</b>	<b>\$200.00 Per Hour</b>

**Dozers**

<b>JD 7001</b>	<b>\$140.00 Per Hour</b>
<b>Caterpillar D6RXW</b>	<b>\$150.00 Per Hour</b>
<b>Caterpillar D7G</b>	<b>\$150.00 Per Hour</b>

**Skidsteers w/Attachments**

<b>Caterpillar 157DS</b>	<b>\$100.00 Per Hour</b>
<b>Caterpillar 259DS</b>	<b>\$100.00 Per Hour</b>
<b>Caterpillar (257DS/259DS) w/Brush Mower Attachment</b>	<b>\$165.00 Per Hour</b>

**Tractor & Scraper**

<b>CIH 9170 w Ashland 150 SP Scraper</b>	<b>\$185.00 Per Hour</b>
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**Roller**

<b>Ingersoll Rand Roller</b>	<b>\$90.00 Per Hour</b>
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**Labor**

**\$65.00 Per Hour**

**S & B Services**

<b>1999 International 400 HP Tandem Axle truck 10 yard box</b>	<b>\$75.00 Per Hour</b>
<b>2002 Sterling tandem axle truck, 400 HP 10 Yard Box</b>	<b>\$75.00 Per Hour</b>
<b>2005 Cat 268B 80 HP skid loader with bucket</b>	<b>\$95.00 Per Hour</b>
<b>Hitachi 160 Excavator</b>	<b>\$128.00 Per Hour</b>
<b>D5C Caterpillar dozer</b>	<b>\$120.00 Per Hour</b>
<b>New Holland L185 Skid loader track machine w/brush mower</b>	<b>\$160.00 Per Hour</b>

After review and discussion, a motion was made by Rick Lutzi and seconded by Drew Moessner to accept Bruce Bucknell Construction, Inc as the primary contractor and S&B Services as the secondary contractor. The motion passed unanimously.

### **Ditch Spraying**

The following quotes were received:

#### **Barth Construction, Inc.**

Spray Road Ditches for Brush Control	\$100.00 Per Hour + Chemical
Spray Weeds	\$100.00 Per Hour + Chemical

A motion was made by Rick Lutzi and seconded by Drew Moessner to accept the quote for ditch spraying. The motion passed unanimously.

### **Ditch Mowing**

The following quotes were received:

#### **Hildebrandt Services, LLC**

Spring and Fall mowing of 36 miles with a disc mower making one pass on each side of the road	\$847.00 Per Time
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A motion was made by Rick Lutzi and seconded by Drew Moessner to accept the quote for ditch mowing. The motion passed unanimously.

### **Brush and Tree Clearing**

We received the following quotes:

#### **Carr's Tree Service**

Tree Crew	\$175.00 Per Hour
Forestry Mower Crew	\$170.00 Per Hour
Quick Trim Crew	\$195.00 Per Hour
Spray Crew	\$155.00 Per Hour

#### **Hildebrandt Services LLC**

6' Brush Mower with skid loader and man for clearing of brush in road ditches as requested by township,

Price is per hour with a 2-hour minimum. 2012 CAT 257B3  
Track Machine or 2016 Cat 262 Track Machine **\$80.00 Per Hour**

7' Brush Mower with a tractor and man for clearing of  
brush in road ditches as requested by township Price is  
per hour with a minimum of 2 hrs. 2012 Kubota 126X **\$80.00 Per Hour**

15' Batwing mower with tractor for clearing of brush  
in road ditches as requested by township. Price is per  
hour with a minimum of 2 hours 2012 Kubota 126X **\$95.00 Per Hour**

Man Hours for services not completed with a tractor  
or a skid loader **\$50.00 Per Hour**

After reviewing these quotes, a motion was made by Rick Lutzi and seconded by Brian Connelly to accept both quotes from these vendors and decide on a case by case basis who will be asked to complete any work that the town board decides needs to be completed. The motion passed unanimously.

#### **Town Hall Lawn Mowing**

We received the following quotes:

##### **Hildebrandt Services, LLC**

Mow area of the town hall as needed **\$60.00 Per Time**

##### **Cutting Edge Lawn and Landscaping LLC**

Lawn Care and Maintenance **\$40.00 Per Time**  
Includes mowing, trimming and blowing  
grass clippings off walkways and parking  
lot

A motion was made by Rick Lutzi and seconded by Brian Connelly to accept the quote from Cutting Edge Lawn and Landscaping LLC. The motion passed unanimously

#### **Town Hall Snowplowing**

We received the following quotes:

##### **Cutting Edge Lawn and Landscaping, LLC**

Snow Removal at town hall. **\$50.00 Per Time**



This includes shoveling the entrances for the front and the wheelchair ramp

A motion was made by Rick Lutzi and seconded by Drew Moessner to accept the quote from Cutting Edge Lawn and Landscaping, LLC. The motion passed unanimously.

### **Summer Road Hauling**

We received the following quotes:

#### **S & B Services**

1999 International 400 HP tandem axle truck with 10-yard box	\$75.00 Per Hour
2002 Sterling Tandem axle truck, 400 HP with 10-yard box	\$75.00 Per Hour
2005 Cat 268B 80 HP skid loader with bucket	\$95.00 Per Hour

A motion was made by Rick Lutzi and seconded by Drew Moessner to accept the quote from S&B Services. The motion passed unanimously.

### **Web Site Report**

Sharon Petersen reported the following:

Sessions	122
Users	83
Page Views	381
Bounce Rate	40.16%
Organic Search	45
Pages Per Session	3.12
Time on Page	1.02
Page Load Time	0
Session Duration	2.13

### **NEW BUSINESS**

#### **CHLORIDE**

The board reviewed the cost per gallon from Freeborn County Coop. The price has increased \$.01 per gallon from 2017.. A motion was made by Rick Lutzi and seconded by Brian Connelly to keep the Township subsidy at the same rate and sett the date for post

cards to be sent by April 23 and have the payment due on or before May 21. The motion passed unanimously.

#### **PLANNING AND ZONING AND BOARD OF ADJUSTMENT**

The Board reviewed the appointments they made at the Board of Canvas. Dave Sackett has resigned from the Planning and Zoning Board. The board appointed John Donovan and Vincent Hoover as new members of the Planning and Zoning Board.

Rick Lutzi has contacted Dave Rassel and he is willing to serve as an alternate to the Planning and Zoning Board. Brian Connelly has contacted Matt Petersen about being an alternate, but he has not given a definite answer at this point.

A motion was made by Rick Lutzi and seconded by Drew Moessner to appoint Dave Rassel as an alternate to the Planning and Zoning Board. The motion passed unanimously.

The board reviewed the minutes of the last Planning and Zoning meeting. Drew Moessner will contact Paws and Claws about attending the next scheduled meeting for their yearly permit review. Clark Concrete will be sent a notice to attend the next scheduled meeting also.

#### **SPRING DITCH PICKUP**

Brian Connelly signed the letter authorizing the Boy Scouts and the Salem Sailors to take items found in our ditch during Spring and Fall pick up to the Olmsted County Recycling Center.

There was also discussion about asking if any of these groups would be interested in doing some pick up during the year when debris is deposited in our ditches. If interested, the board would like a price on what it would cost for this service.

#### **TOWNSHIP ELECTIONS**

A motion was made by Drew Moessner and seconded by Rick Lutzi to authorize the clerk to return the approved levy recommendations to Olmsted County. The motion passed unanimously.

#### **LUCA CENSUS**

Sharon Petersen noted she has received the information on verifying addresses for Salem Township. The work is due by July 1, 2018.

#### **NORTHERN NATURAL GAS**

Rick Lutzi has been working with Terry King about designing the permit for Northern Natural Gas. The board reviewed the permit and made a few changes. A motion was made by Drew Moessner and seconded by Rick Lutzi to have the permit sent to them to be filled out and return a check for the registration. After this permit is returned a supervisor will sign the document. The motion was passed unanimously.

#### **TOWNSHIP CONTRACT FOR PROSECUTION**

The board discussed the issues on the ORI number and at this time there is a consensus that Salem Township will not be signing a contract at this time.

#### **ACCESS COMMITTEE MEETING**

Rick Lutzi reported on the two meetings that have been held. The committee is working on some sample documents from Courri and Ruppe on driveway access issues and right of way maintenance. Rick has gotten some additional information on what they use for right of way ordinance. Many of the issues will be decided on a case by case basis.

#### **SPRING SHORT COURSE**

Rick Lutzi and Drew Moessner reported on their training course at the Event Center. Vince Hoover and Sharon Petersen attended the clerk training session. They reported on the meeting.

#### **ITEMS BROUGHT UP BY BOARD MEMBERS**

There was discussion about whether the supervisor's time on monthly roads responsibility ends on the first of the month or on the meeting date. After discussion, it was decided that all transitions will take place on the first of the month.

Drew Moessner reported on the watershed meeting he attended.

Sharon Petersen asked the board to refine the work order process for working with contractors in order to alleviate the issues we had last year. All work should have a written work order.

Brian Connelly reported on the OPEN FORUM meeting he attended at the People's Cooperative offices giving an update on the City of Rochester's 2040 plan. There was discussion about affordable housing and transportation.

**CITIZEN COMMENT**

**No comments were made.**

**A motion was made by Drew Moessner and seconded by Rick Lutzi to adjourn the meeting at 10:02 p.m. The motion passed unanimously.**

**Respectfully submitted,**

**Brian Connelly  
Chairman**

**Sharon Petersen  
Clerk**

APPROVED