

TOWN BOARD MEETING

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December 5, 2018

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

The meeting was called to order at 7:10 p.m. by Brian Connelly with the pledge of allegiance.

Brian Connelly asked if the board members had any changes to the printed agenda. A motion was made by Drew Moessner and seconded by Rick Lutzi to approve the agenda as printed. 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. 10023 to 10043 and 10075 to 10077

Payroll Checks, Election Judge Payroll, and Planning and Zoning Payroll 10044 to 10074

A motion was made by Rick Lutzi and seconded by Drew Moessner to approve the total for claims and payroll checks submitted tonight for payment of \$60,696.84. The motion passed unanimously.

The mail was reviewed by board members.

SECRETARY'S REPORT

Brian Connelly asked if board members had reviewed the minutes for October 2018 and November 2018 meetings. No changes were made. A motion was made by Drew Moessner and seconded by Rick Lutzi to approve the written minutes as submitted. The motion passed unanimously.

TREASURER'S REPORT

Gail Fritts reported the following:

| | |
|--------------------------|--------------------|
| Beginning Balance | \$39,595.75 |
| Total Receipts | \$ 3,584.17 |
| Total Disbursed | \$14,820.66 |
| Ending Balance | \$28,359.26 |

Our certificate of Deposits are:

| | | | |
|---------|-------|------------|-------------|
| 58237-1 | 1.35% | 4/8/2019 | \$38,443.42 |
| 58851 | 1.25% | 3/10/2019 | \$42,331.87 |
| 70063 | 1.35% | 10/08/2019 | \$28,572.46 |
| 70271 | 1.25% | 1/7/2019 | \$ 8,077.67 |

Gail Fritts reported that we received \$113,179.63 on December 3, 2018 from property taxes. We will be receiving town aid and market value credits in December and the final settlement on property taxes from Olmsted County in January 2019.

Gail will be providing information on the Certificate that expires in January 2019.

A motion was made by Brian Connelly and seconded by Drew Moessner to approve the treasurer's report as given. The motion passed unanimously.

Patrick Roberts Northern Natural Gas

Patrick Roberts was present to give the board and residents information on the proposed gas line that will be coming thru our township. The township is looking for a route map since the one we had has changed. The contractor for this project has not yet been selected. Patrick will supply a link for the final map for this project when it is available. The work is scheduled for spring 2019 at this time.

Questions were asked about the reclamation and how any damage to our roads will be handled. Once a contractor has been selected, Brian asked that we be informed about this, so we can work with the contractor to mitigate issues that may arise. Patrick Roberts will be the secondary contact for this project.

Olmsted County Sheriff Deputy was not present.

Sharon Petersen reported that she contacted the sheriff about our ORI number and the fact that we have not received any funding from this. He will be checking on the coding issue and get back to us on this.

OLD BUSINESS TCPA MEETING

Brian Connelly reported on the TCPA meeting. The main discussion was on the expansion of office space for TCPA. Currently, they are planning to remain at the Rochester Township location with an expansion to the existing building. The finances remain strong.

Rick Lutzi will be attending the December meeting.

ROADS

The clerk's report was reviewed by board members.

No action was taken on signs this month.

TOWN HALL REPAIRS

No updates on this.

STRAIN PROPERTY

Brian Connelly will be contacting them regarding the illegal dumping done in Salem Township. They have been accumulating garbage on the property. Some of their garbage was recovered in our ditches. Brian will be working on getting some additional contact, to see if we can resolve this issue. If he is unsuccessful, Brian will be contacting the deputy to have a ticket issued.

WEB SITE FOR TOWNSHIP

The web site was reviewed by the board members.

ROCHESTER ASPHALT

Brian Connelly asked for an update since our last meeting. Matt Johnson stated that the seeding is done. The fuel plant is gone. The concrete bunker around the fuel tanks has been removed. The modified grading plan has been submitted to TCPA. The area where the scale was located, needs to be done in the spring. There are some state permits that need to be updated before December 30, 2018.

The application for the amended Conditional Use Plan will have to be applied for before January 1, 2019.

NEW BUSINESS

JAGUAR COMMUNICATIONS

We have been contacted by Jaguar Communications about a right of way permit for a project in the spring. Drew Moessner and Roger Ihrke will be following up with them to get the required bond and right of way permit issued. All lines need to be in the back of the right of way.

NEXTERA ENERGY

Drew Moessner attended and reported on the open house for Nextera Energy. They are going to be installing seventy plus units in Dodge County.

ACCESS COMMITTEE REPORT

The proposed ordinances have been printed for board review. One issue that may need additional information is location of tile lines that may need to be added to this ordinance. The board will work on this next month.

There are two separate ordinances that deal with driveways and right of way ordinance that are being considered at this time.

2019 TOWNSHIP ELECTIONS

The polling hours for the March elections will be from 2:00 p.m. to 8:00 p.m. No changes were made on these hours.

The list of election judges for the March 2019 elections are as follows:

Sharon Petersen
Teresa Carstensen
Jacquelyn Connelly
John Donovan

A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the election judges for the March 2019 election. The motion passed unanimously.

The board members reviewed the filing period publication. A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the amended publication. The motion passed unanimously.

RESOLUTION

A motion was made by Brian Connelly and seconded by Drew Moessner to approve Resolution 2019-5 Appointing the 2019 Absentee Ballot Board. The motion passed unanimously.

Resolution 2019-3 Schedule of Regular Meetings for 2019

The board reviewed the resolution and took the City of Byron off the list of regular meetings as they no longer have meetings on the second and fourth Thursday. If members are attending a meeting it will have to be posted.

Resolution 2019-1 Administrative Policy

The board reviewed the resolution and made no additional changes. It will be signed at our January meeting.

Resolution 2019-2
Regular Board Meetings—Salem Township

The board reviewed the list of meetings for 2019. A motion was made by Drew Moessner and seconded by Brian Connelly to move the meeting on July 3, 2019 to July 10, 2019. The motion passed unanimously.

A motion was made by Drew Moessner and seconded by Rick Lutzi to remove the January 2020 meeting from the 2019 list. The motion passed unanimously.

Resolution 2019-4
Policy for the Compensation and Reimbursement of Town Officers for the Year 2019

Sharon Petersen requested that the election judge payroll be changed to \$20.00 per hour for head judges and \$15.00 per hour for regular judges. She also requested a change for Planning and Zoning Secretary be increased to \$75 per meeting.

The board discussed these changes and other reimbursements. After reviewing a motion was made by Brian Connelly and seconded by Rick Lutzi to amend 2019-4 to make the following changes:

- 2-4 Head Judges \$20.00 per hour
 - Regular Judges \$15.00 per hour
 - 2-6 Planning and Zoning and Board of Adjustment Secretary \$75.00 per meeting.
- The motion passed unanimously.

SNOWPLOWING POLICY

The policy was reviewed. We will put the policy in the newsletter and post it to the web site. The clerk will draft a letter that states the problem with residents who plow snow across the township roads into the right of way and it will be sent to those in violation.

MINNESOTA ASSOCIATION OF TOWNSHIP ANNUAL CONFERENCE

Sharon Petersen reported on the annual conference she attended in Duluth. Sharon Petersen stated that starting in 2019, individuals who collect gopher and beaver bounties totaling over \$600, they will be receiving a 1099.

Brian Connelly requested that the clerk design a form that shows the billing and harvest information to have a record of where the gophers/beavers are being caught.

ANNUAL NEWSLETTER

Sharon Petersen will be working on articles for the newsletter in January. It will be mailed in February. One of the articles mentioned for the newsletter is the subject of farming in the right of way.

OLMSTED COUTY TOWNSHIP ASSOCIATION MEETING

The board reviewed the items discussed at the meeting. Trees are available to be ordered on line thru Olmsted County SWCD. (<https://webapp.co.olmsted.mn.us/shoppingcart/site/swd/treesales/>). There was discussion about the construction thefts that occurred this past year.

ITEMS BROUGHT UP BY BOARD MEMBERS

Drew Moessner brought up that the board may consider in the future a more extensive follow up on grading plans to assure they are complying. A suggested review is on the one-year anniversary. He feels we need to be more pro active to make sure the grading plans are adhered to. We may need to have an engineer review the plan to make sure the plan is in compliance. The permit fee for a sand or gravel pit may have to be increased to pay for the inspection.

Rick Lutzi was made aware of dump trucks delivering large amounts of soil being deposited on property off 105th Avenue. Rick informed Roger about this. Depending on the amount of soil being deposited it may require a grading permit. Roger will follow up on this.

Rick Lutzi will be on roads in December.

CITIZEN COMMENT

No comments were made.

A motion was made by Rick Lutzi and seconded by Drew Moessner to adjourn the meeting at 10:00 p.m. The motion passed unanimously.

Respectfully submitted,

Brian Connelly
Chairman

Sharon Petersen
Clerk