

SALEM TOWN BOARD MEETING

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January 2, 2019

Members Present:

- Rick Lutzi**
- Gail Fritts**
- Sharon Petersen**
- Drew Moessner**
- Brian Connelly**

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 added the First Responders to our printed agenda. A motion was made by Rick Lutzi and seconded by Brian Connelly to approve the 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. 10078 to 10092

Payroll Checks 10093 to 10097

A motion was made by Drew Moessner and seconded by Rick Lutzi to approve the total for claims and payroll checks submitted tonight for payment of \$9,318.45. 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 the December 2018 meeting. 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	\$ 28,359.26
Total Receipts	\$120,342.85
Total Disbursed	\$ 60,696.84
Ending Balance	\$ 88,005.27

We have the following certificates of deposit:

58237-1	1.35%	4/8/2019	\$38,443.42
58851	1.25%	3/10/2019	\$42,331.87
70062	1.35%	10/08/2019	\$28,572.46
70271	1.25%	1/7/2019	\$ 8,077.67

Certificate 70271 will renew on 1/8/2019. The accrued interest added to 70271 will mature for \$8,128.57. The new rate on renewal will be 2.0%. This certificate will be cashed to pay the first responders for their truck they are putting in service. The board discussed various options to pay the total due at this time which is \$9,983.29.

After discussion, a motion was made by Rick Lutzi and seconded by Drew Moessner to cash in Certificate of Deposit 70271 when it is due, and have it deposited in our checking account to pay for the invoice from the City of Byron for the truck. The motion passed unanimously.

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

A motion was made by Rick Lutzi and seconded by Brian Connelly to transfer funds from safety to cover the bill of \$9,983.29. The funds from the certificate of deposit and the additional funds will be transferred from our safety fund to pay this bill in full. The motion passed unanimously.

OLMSTED COUNTY SHERIFF DEPUTY -- not present.

FIRST RESONDERS

Brian McGregor reported to the board that the truck is here. The old truck will be sold to the City of Byron and the funds from that sale will be put back in the Capital Improvement Fund. The truck is planned to be in service by Sunday. The money for the truck will be paid at our February meeting. There was discussion about the finances and how the future purchases will be handled.

Questions were asked about how the formula is calculated. Is commercial business counted in addition to households? Brian Connelly asked about if apartments, etc. are being reflected in the formula numbers. Brian McGregor will check and report back to the board.

OLD BUSINESS TCPA MEETING

Rick Lutzi reported on the December meeting. Finances remain strong. They have negotiated a new contract with Roger, Inc. Drew Moessner will attend the January meeting. No additional information on the building plans currently.

ROADS

The clerk's report was reviewed by board members. Drew Moessner will work on the road signs that need to be ordered and put them into priority by quadrants for ordering.

We had a report that our snowplow driver had hit a mailbox. Dave Walters will follow up on this with David Sackett. The clerk will e mail contact information for this issue.

Drew Moessner will be contacting Jaguar about the right of way permit. He may delay giving a permit that will reflect ordinances that the board is working on.

STRAIN PROPERTY

Brian Connelly has tried to contact them by phone a couple times and has had no success. The board discussed paying them an in-person visit. We need to follow up on the this, before we contact our attorney and take this to court. There is a dog on the site. It was suggested that a sheriff's deputy accompany a board member for this discussion.

WEB SITE FOR TOWNSHIP

Sharon Petersen reported on the web site activity.

ROCHESTER ASPHALT

Rochester Asphalt is on our P&Z agenda for January 16 for an amended Conditional Use Permit.

NORTHERN NATURAL GAS PIPELINE MINNESOTA ENERGY PIPELINE NEXTERA ENERGY—DODGE COUNTY WIND ENERGY

No updates have been received.

NEW BUSINESS

ACCESS COMMITTEE REPORT

The board discussed holding a special work session to go over these ordinances with the access committee members. A motion was made by Rick Lutzi and seconded by Brian Connelly to have a work session for the Right of Way Ordinance, and the Driveway Ordinance to prepare for a public hearing on these ordinances. The clerk will post a special meeting on our web site and the posting board for January 9, 2019 at 7:00 p.m. The agenda for this meeting will only include these ordinances.

2019 TOWNSHIP ELECTIONS

Board of Audit

The town board reviewed the Board of Audit publication. A motion was made by Rick Lutzi and seconded by Brian Connelly to approve the legal publication as proposed. The motion passed unanimously.

Board of Canvas

A motion was made by Brian Connelly and seconded by Drew Moessner to set the Board of Canvas for March 13, 2019 at 5:30 p.m. The motion passed unanimously.

YEARLY RESOLUTIONS

Resolution 2019-1

A motion was made by Rick Lutzi and seconded by Drew Moessner to approve the Resolution 2019-1—Resolution Establishing an Administrative Policy as presented. The motion passed unanimously.

Resolution 2019-2

A motion was made by Drew Moessner and seconded by Rick Lutzi to approve the Resolution 2019-2—Annual Posting of Regular Board Meetings of the Salem Township Town Board of Supervisors for 2019 as amended at our December 2018 meeting. The motion passed unanimously.

Resolution 2019-3

A motion was made by Brian Connelly and seconded by Drew Moessner to approve the Resolution 2019-3—Schedule of Regular Meetings for Salem Township, Olmsted County, Minnesota as amended at our December 2018 meeting. The motion passed unanimously.

Resolution 2019-4

A motion was made by Drew Moessner and seconded by Rick Lutzi to approve the Resolution 2019-4—Resolution Establishing a Policy for the Compensation and Reimbursement of Town Officers for the Year 2019 with changes that were approved at our December 2018 meeting. The motion passed unanimously.

DESIGNATE LEGAL NEWSPAPER

Due to the closing of the Byron Review, the town board reviewed the options for a legal newspaper. After discussion, a motion was made by Drew Moessner and seconded by Brian Connelly to designate the Dodge County Independent as the legal newspaper for Salem Township. The motion passed unanimously.

YEAR END REPORTS

The Clerk had reports available for the supervisor's review. She has completed and submitted the following reports:

PERA Exclusion Report has been filed on line

Workers Compensation Report has been filed on line

W-2s have been prepared, printed and will be mailed this week

1099's have been prepared, printed and were mailed yesterday

The final books for the Board of Audit have been printed and are ready for the Board of Audit

Spreadsheets have been prepared for information for the Board of Audit

GOPHER AND BEAVER BOUNTY

A new form has been made up for gopher and beaver claims. The new requirements for collecting bounties include, a W-9 form that must be completed. If bounties for the year

exceed \$600 the resident will be receiving a 1099-Misc form. These forms will be available on our web site.

ANNUAL NEWSLETTER

The board discussed some possible items for our newsletter. An article on the infringement by some residents in our right of way. The new requirements for gopher and beaver bounty is another item for the newsletter. The snowplowing policy will be included in the newsletter.

ITEMS BROUGHT UP BY BOARD MEMBERS

Sharon Petersen brought up the issue on our ORI number again. She had contacted the sheriff about the coding issues on ticket issued in the township. A few days after that contact we received a new contract from Mark Ostrem, Olmsted County Attorney, wanting us to send any money received from this to Olmsted County. Sharon Petersen has contacted Matt Flynn to follow up on this. Currently, the board has no plans to sign this contract. The board will be making further contacts with other board members about this ongoing issue.

Gail Fritts has contacted John Donovan about furnishing a new lever handle for our front door. He will get it and Drew will install the new lockset.

Rick Lutzi has received a communication from Byron Fire Department about approving an energy audit for the fire hall. They are contemplating the replacement of the furnaces, ventilation, and air conditioners. The projected cost for this will be about \$200-\$400. There was discussion about the possible cost of this major expenditure and the township will not have funds available at this time. A motion was made by Rick Lutzi and seconded by Brian Connelly to approve the energy audit. The motion passed unanimously.

Drew Moessner will work on a letter to be sent to residents who are infringing on the township right of way. We have many ditches that have been compromised because of these infringement issues.

There was discussion about reports that have been received on 105th Avenue that there have been numerous loads of dirt/fill delivered this past year. Rick Lutzi will contact Roger Ihrke again to do some additional follow up. The work that has been done is raising concerns about possible flooding on adjacent properties.

Drew Moessner will be on roads this month.

Citizen Comment

No comments were made.

A motion was made by Rick Lutzi and seconded by Brian Connelly to adjourn the meeting at 9:35 p.m. The motion passed unanimously.

Respectfully submitted,

Brian Connelly
Chairman

Sharon Petersen
Clerk

APPROVED