

**SALEM TOWN BOARD MEETING**

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March 6, 2019

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

**Member Absent:**           Drew Moessner

The meeting was called to order at 7:20 p.m. by Brian Connelly with the pledge of allegiance.

Brian Connelly asked if anyone had any changes to the printed agenda. No changes were made. A motion was made by Rick Lutzi and seconded by Brian Connelly to approve the agenda as presented. 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. 10120 to 10133 and 10142

Payroll Checks 10134 to 10141

A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the total for claims and payroll checks submitted tonight for payment of \$28,494.42. 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 February 2019 meeting. No changes were made. A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the written minutes as submitted. The motion passed unanimously.

A motion was made by Rick Lutzi and seconded by Brian Connelly to approve the Board of Audit Minutes from February 2019. The motion passed unanimously.

#### **TREASURER'S REPORT**

Gail Fritts reported the following:

Beginning Balance	\$ 96,871.07
Total Receipts	\$ 24,224.35

Total Disbursed	\$ 24,512.31
Ending Balance	\$ 96,583.11

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

The board reviewed the balances on the account. Gail Fritts stated that the renewal on 58851 will be for one year at 2% interest. The interest on this CD will be \$262.40 which will bring the total on this certificate to \$42,594.27.

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

#### **OLMSTED COUNTY SHERIFF**

The deputy was present and talked about the snow event from last weekend. Rick Lutzi reported that we have an abandoned vehicle on Tenth Street and had not received any additional information about this incident report. The deputy checked and found that the vehicle had been towed and that the ignition on it had been punched. The VIN number had been removed.

#### **OLD BUSINESS**

##### **TCPA MEETING**

Brian Connelly reported on the meeting. Finances are strong overall. There was additional discussion about space requirements. Cascade Township may have some space, and that option will be followed up on. Also, the building that CMS is located, will be investigated as an additional option. The cost for this option might be expensive.

#### **CLERKS REPORT**

The clerk's report was reviewed by board members. There are road condition issues on 110<sup>th</sup> Avenue and 50<sup>th</sup> Street that have been reported. Rick Lutzi followed up on these issues with our contractor.

#### **ROADS**

The board reviewed with Dave Walters a plan for the upcoming storm. The overall condition of our roads was discussed. Repair options were reviewed as well as what can or can't be done during winter. Rick will follow up on this tomorrow. Some of the areas where drifting and snow piles are the greatest will have to be addressed with a payloader before the next snow.

On 63<sup>rd</sup> Avenue, snow is being deposited in Mike Connelly's field. The contractor that is using this field may be Tlougan. That information will be confirmed.

#### **SIGNS**

No report

**STRAIN PROPERTY**

Brian Connelly had no additional information on this issue.

**WEB SITE FOR TOWNSHIP**

Traffic on the web site was slow.

**NORTHERN NATURAL GAS**

The amended permit was reviewed by board members. Some additional changes were made. The board asked that we should include in our right-of-way ordinance that before any work can commence on any project silt fencing has to be installed.

**Changes made on Permit Requirements:**

9. 7 days was questioned whether to change or leave alone.
16. Any necessary temporary driveways must be removed and returned to the right of way's original condition or better
17. The Township requires a bond or bank letter of credit to ensure that no damage has been done to the township road or right-of-way.
19. Permit fee is \$100 for the first mile and \$100 for every connected mile thereafter. Any separate work areas that are within the township shall require its own additional permit and fees accordingly.

After noting changes to the permit, a motion was made by Rick Lutzi and seconded by Brian Connelly to approve the Utility permit as amended. The motion passed unanimously. Brian Connelly said once the additional changes are made, Drew Moessner can forward this to Northern Natural Gas.

The board reviewed the registered letter from Northern Natural Gas regarding condemnation on properties on the proposed route.

**NEW BUSINESS****FEBRUARY 27, 2019 WORK SESSION MEETING**

Brian Connelly reported on the Work Session. The Driveway Ordinance was reviewed again, and some additional changes were made. The board worked on the Right of Way ordinance and noted changes and typos to be made on this document. The board has scheduled another work session for March 27, 2019 at the town hall to finish work on the right of way ordinance.

**2019 TOWNSHIP ELECTIONS**

A motion was made by Rick Lutzi and seconded by Brian Connelly to approve food for the township elections on March 12, 2019. The motion passed unanimously.

The board reviewed the printing for the annual meeting. The Town Road Report was reviewed and amended by the board. The board approved printing for the annual meeting to include the following:

- Agenda
- Spreadsheet for Income and Expenses
- Last Year's Minutes
- Treasurer's Report for 2018
- Town Road Report for 2018

A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the reports as listed and amended tonight. The motion passed unanimously.

#### **ANNUAL BRIDGE REPORT**

The annual bridge report was reviewed by board members. Some of the work that was highlighted was completed last year. Board members will follow up on this report.

#### **SPRING SHORT COURSE**

All board members present tonight are planning to attend the Spring Short Course on March 19, 2019 at the Rochester Event Center. This meeting will be posted.

#### **BYRON FIRE DEPARTMENT ANNUAL MEETING**

Brian Connelly attended the meeting. They will be present at our annual meeting to present budget information.

#### **AUTHORIZE QUOTES FOR SERVICE**

The board reviewed the amended publication for quotes for service. The clerk has prepared letters to be mailed with this notice. A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the quotes for service publication. A notice will be added to the quotes specifying that we need a written quote for different types of rock.

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

Board members will work on getting door prizes for the annual banquet.

The template for the violation snowplowing letter for residents who are plowing across the road was reviewed by board members. Brian Connelly will revamp the letter so that it is ready for snowplowing next season.

#### **CITIZEN COMMENT**

No comments were made.

#### **Upcoming Events:**

March 12— Township Elections 2:00 to 8:00 p.m.  
Annual Meeting after 8:15 p.m.

- March 13-- 5:30 p.m. Board of Canvas (Salem Town Hall)**
- March 19-- Spring Training—Rochester Event Center**
- March 23-- Township Banquet—Stewartville American Legion**

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

**Respectfully submitted,**

**Brian Connelly  
Chairman**

**Sharon Petersen  
Clerk**

**APPROVED**