

**SALEM TOWN BOARD MEETING—WORK SESSION**

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**January 22, 2020**

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

**Access Committee Members:**   **Sonya Mansfield**  
    **John Donovan**  
    **Mike Coats**

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

Rick Lutzi asked if anyone had any additions or corrections to the printed agenda for tonight's meeting. No Changes were made. A motion was made by Brian Connelly and seconded by Drew Moessner to approve the printed agenda as presented. The motion passed unanimously.

Drew Moessner reported on his discussion with Skip Langer about cleaning ditches on 52<sup>nd</sup> Street and 85<sup>th</sup> Avenue. If we proceed with this work this winter, we can put the dirt we clean from ditches back in the fields rather than hauling it to another location. Rick Lutzi expressed that we get estimates for this work with hauling cost and another estimate for putting it in the field. The board will discuss this at our February 5 meeting.

LTAP is sponsoring a gravel road maintenance workshop on April 21, 2020 in Rochester. All the town board members are considering going to this workshop. Todd Bucknell and Dave Walters have expressed interest in going to this workshop also. They were asking if the township could pay for their attendance. The board felt they should pay the fee for the workshop. The board will let her know who plans to attend so they can get registered.

Brian Connelly asked about drafting a letter to Willow Run residents for attendance at our February town board meeting.

**ACCESS COMMITTEE AND TOWN BOARD**

**Draft Ordinance for Regulating the Construction and Maintenance of Driveways/  
 Approaches/ Culverts within the Township**

The board reviewed the changes recommended by Roger for the driveway ordinance.

The board added the following to Section 5.1

- O. For proper design dimensions and approaches refer to Appendix B.**
- P. Refer to the right of way ordinance for additional driveway criteria.**

The board members proofread the document and corrected some typing errors. An updated Appendix B will be attached to this ordinance.

#### **Draft Ordinance for Right-of-Way Management Ordinance**

Subd. 5 Application to Franchises has been removed from this ordinance. Typing errors were corrected as noted by board members. Additional wording was added to tie the driveway and right of way ordinance together.

After discussion, a motion was made by Drew Moessner and seconded by Brian Connelly to proceed with the approval process for these two ordinances. The clerk was instructed to have Roger review these ordinances and prepare a legal ad advertising a public hearing. The proposed ordinances will be posted on our web site. The board will hold the public hearing at our February 5 town board meeting.

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

Drew Moessner has been working on signs that may need to be replaced. He has contacted ID Sign Solutions. They have quoted \$6.00 per sign to inventory signs in our township. The board discussed this proposal. A street sign is two signs. A motion was made by Brian Connelly and seconded by Rick Lutzi to have ID Sign Solutions inventory our signs with a cost estimate that should be about \$1,000.00. The motion passed unanimously.

There was discussion about some culvert markers that had been placed on Tenth Street. The markers were supposed to be placed near Dillon's and instead they were placed in a totally different area on Tenth Street. Rick Lutzi will be contacting the county about this as they have installed them in the wrong place.

Drew Moessner received a call from Matt Johnson, Rochester Asphalt, about installing some additional fuel storage for his business. He would like to increase the size of tanks they have on site to take advantage of fuel tanker deliveries. The board would want to have Roger review this request and the rules and regulations about containment requirements for this large tank storage. Drew Moessner will check with Roger and review the Conditional Use Permit. This will be discussed at our February meeting.

**Sharon Petersen passed out a proposed agenda for February 5 meeting. She asked that board members review the agenda and let her know if anything needs to be changed or added.**

**Sharon Petersen stated she has started work on the Annual Newsletter.**

**Drew Moessner will forward an e mail from GGG in relation to the Fuller Pit. It will be forwarded to all board members.**

**Drew Moessner reported that Sharon Petersen had received a complaint from Tom Ferris about added business activity at the building on Tenth Street. It was discussed that the commercial activity at this site is non-compliant with our ordinance. The board will be looking at what our options are for this property. The businesses located on this site are not allowed and we will have to follow up with Roger on what we can do.**

**It was discussed that we have other violations of our ordinance with multiple dwellings on one parcel. This is another item that we will have to check with Roger on how we should proceed on these issues also.**

**Brian Connelly reported that the deputy has followed up on the issues with the Strain property. We do not have a criminal penalty for the activity on this site. The board will be following up on possible action to clean up this site.**

**A motion was made by Drew Moessner and seconded by Brian Connelly to adjourn the work session at 10:00 p.m. The motion passed unanimously.**

**Respectfully submitted,**

**Rick Lutzi  
Chairman**

**Sharon Petersen  
Clerk**