

SALEM TOWN BOARD MEETING

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May 6, 2020

Meeting Held by “Go to Meeting”

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

Others Present **Vince Hoover**
 Todd Bucknell

The meeting was called to order at 7:03 p.m. by Drew Moessner with the pledge of allegiance.

. Drew Moessner amended the agenda to add the Byron Fire and First Responders contracts. This will be added after the chloride on the agenda. A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the meeting agenda as amended. The motion passed unanimously.

The claims presented for payment tonight are as follows:

Claim No. 10453 to 10468 and 10474

Payroll Checks 10469 to 10473

The total for claims presented tonight is \$40,190.50.

The clerk will contact Cutting Edge about having the date of service on all invoices.

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

The mail was reviewed by board members.

SECRETARY’S REPORT

Drew asked board members if they had any changes to the written minutes that were submitted for the March town board meeting. No changes were made. A motion was made by Rick Lutzi and seconded by Brian Connelly to approve the written report as submitted. The motion passed unanimously.

The board reviewed the written report for the Board of Review. A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the Board of Review Minutes as presented. The motion passed unanimously.

TREASURER'S REPORT

Gail Fritts reported the following:

Beginning Balance	\$199,516.92
Total Receipts	\$ 528.92
Total Disbursed	\$ 16,382.66
Ending Balance	\$183,663.18

Gail Fritts noted that she deposited today \$5,570.00 for chloride and \$160.00 for burning permits.

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

OLD BUSINESS

TCPA

Drew Moessner asked if everyone had reviewed the information sent out on the reports that was sent out. The financial reports for TCPA are negative currently due to the current situation.

ROADS

The clerks report was reviewed by board members. Most items on the report have been handled.

There was board discussion about requesting notification before any road projects, so the board can take pictures to validate the condition before and after any major hauling is done that involve our roads. There was discussion that the canning companies doing work, there is little or no advance verification on when they will be working in our township. The board discussed sending them a letter requesting notification about scheduling. Rick Lutzi will follow up on Lakeside Packing. Drew Moessner will draft a letter to Seneca.

ROAD INSPECTION

The board reviewed the map that they did while on road inspections. They discussed some complaints about the windrows of dirt on the side of the road on Tenth Street. Drew Moessner noted that 95th Avenue has improved from our road inspection. He was wondering about removing it from the gravel list. After discussion it was decided to leave 95th Avenue on the gravel list for this year.

The list of roads will include about thirteen miles. Most rock will be applied at 500 tons per mile except for 35th Street which will be applied at 350 tons per mile. On 60th Street they will haul 11 loads as directed by Todd when rock is applied.

There was discussion about 60th Avenue and what is needed to improve conditions on that road. Our budget for this year is limited. At this time, it was decided that in regard to our shared road agreement, we will apply rock on the southern mile this year and that work will be coordinated with Rochester Township. We cannot do any additional projects before 2021 at the earliest.

There was discussion about high traffic on some of our gravel roads and if the businesses apply for Conditional Use Permits on our roads, we should consider adding conditions that require some reimbursement for road damage.

SIGNS

Brian Connelly was really impressed with the sign inventory that they provided was excellent. Brian felt the square post was a better option for on the posts. Drew will check about an additional cost for the square post verses a U channel post.

Drew has received and shared proposals from ID Sign Solutions about signs that need attention. They discussed the proposals. After discussion, it was decided to go ahead with the traffic sign repairs that have been identified for a cost of \$2,886.00. A motion was made by Brian Connelly and seconded by Rick Lutz to approve the sign repair for a cost of \$2,886.00. The motion passed unanimously. At this time, the work on street signs will be delayed to see where we are after this work is done. Drew will contact them about this.

Brian Connelly notes that sign No. 126 had no condition listed. Drew will follow up on this.

NEW BUSINESS CHLORIDE

We have received \$5,560 in chloride payments to date. Drew Moessner has arranged a May 28 date for chloride application. This date is weather dependent.

BYRON FIRE SERVICE CONTRACTS BYRON FIRST RESPONDERS CONTRACT

They have sent out the contracts again. They want to include the Capital Improvement Payments should be included in the service contract. It was noted that interest for these accounts are available on the web site. The original agreement called for quarterly meetings giving information on the building, and upcoming expenses. Those figures should be reported to us, not tell us we can find it on the website. Questions were asked about what would change and if we sell our 1/3 interest in the building. There are no guarantees on how the cost would change if we sell our share of the building. Byron is also figuring that there is another fire hall in the future.

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The board discussed that the City of Byron should give us a report on the interest on the CIP account. There was discussion about the fees being charged for fire calls, but the clerk felt that we should be receiving a report on what money is received into the CIP for these calls.

There will be further discussion on the building, and how that agreement might change.

After discussion, a motion was made by Brian Connelly and seconded by Rick Lutzi to sign the 2020 contracts that were sent out by the City of Byron and also approve having the CIP be included as part of the service contract for the First Responders. The motion passed unanimously

SOLAR PANELS

Solar panels located on parcels need to have a building permit with proper setbacks. There are some located on 63rd Avenue that never got a permit. The board discussed how this situation should be handled. After discussion, it was decided that TCPA should follow up on the solar panels that are located on 63rd Avenue. Drew will follow up on this. The board would like a copy of the letter before it is sent out.

Drew Moessner has been in contact with Novell that is located on the Brian DeCook property. Drew has met with them and they have now corrected which access to remove and they will clean the ditch on 95th Street and will re-seed the ditch.

EVAN KOEHLER PROPERTY

The board discussed the new activity on this property. Drew Moessner will contact them and ask that they contact TCPA to make sure they have all the required permits.. If he does not contact TCPA we will ask TCPA to follow up on this site if they are not contacted.

EMAIL AND PHONE NUMBERS FOR RESIDENTS

There was discussion about how a data base might be built to have the ability to contact residents about emergency situations. It was suggested by Vince Hoover that we ask people to go to the web site and reply to the clerk with their information. Brian will work on creating a document for this.

PLANNING AND ZONING VIOLATIONS DANIEL DECOOK—FARM STORE

Drew Moessner has contacted Daniel DeCook about the Ross Property and the farm store. Daniel DeCook was told that he had to contact Chris Priebe at GGG to have this system inspected to make sure this application is applicable to the site. There could not be more than three campers on the site. Chris Priebe needs to physically inspect this site to make sure the septic system they are using is adequate for this use.

ROSS PROPERTY

Daniel has documents that show the property is being taxed as commercial even though the zoning is not commercial property. TCPA is willing to send violation letters, but Drew is trying to keep the communication open on this situation. Rick Lutzi was asking why the property is assessed commercial when it is not zoned commercial. Rick Lutzi will follow up with Ryan Kraft. The property also does not have a Conditional Use Permit.

These issues will be discussed further after we get additional information from Ryan Kraft and Chris Priebe. Rick Lutzi will be checking with Chris Priebe

ERIC DECOOK BRYCE AND BRENDA DECOOK

Eric DeCook has been contacted twice to follow up on the business activity with a camper parked on the site. He has not done the requested follow up on the use of this site. This is a violation of the Conditional Use Permit for Builders Sand and Gravel. Bryce and Brenda DeCook are the owners of the property. They are allowing the operation of the Top Soil Business which is allowing another person to live and operate a business on the site with no permits. It was noted at one of the Planning and Zoning that Builders Sand and Gravel took full responsibility for the operation of the Farmers Top Soil being run by Eric DeCook. It was suggested that we need to contact Builders Sand and Gravel. It was also noted that Builders is moving their business to the other pit location on this property. The added complication is that Builders Sand and Gravel is moving to the other location. Then the issue turns the responsibility to Bryce and Brenda DeCook and the violation that may be occurring may be their responsibility. The issue of the bond who must keep the bond in place. Drew Moessner will follow up on this with TCPA.

DEVELOP CHECKLIST FOR PERMITS

Sharon Petersen noted that the board needs to develop a checklist for permits and conditional use permits to make sure we have all the required permits, bonds, etc. are done and kept current. Brian Connelly state that he will develop a checklist for these situations, so we make sure we have everything completed as required.

ITEMS BROUGHT UP BY BOARD MEMBERS

Sharon Petersen has purchased a different printer for the township. After discussion, a motion was made by Drew Moessner and seconded by Rick Lutzi to reimburse her the \$150.00 she paid for the printer. The motion passed unanimously.

Brian Connelly suggested that we needed to replace the flag at the town hall.

Brian Connelly noted that we have not received contracts from some of our accepted vendors. We need to follow up on this. It was noted that if we do not get the contracts returned, we should be using the secondary contractor.

Brian Connelly will be contacting Hildebrandt about some brush cutting that needs to be completed. Work will be done on 10th Street near 70th Avenue, 110th Avenue, and Terri Court. He was told he needs to be contacting landowners before the work is done as some of trees are originally on private land and are hanging over the right of way.

A motion was made by Brian Connelly and seconded to Rick Lutzi to adjourn the meeting at 9:51 p.m. The motion passed unanimously.

Respectfully submitted,

**Drew Moessner
Chairman**

**Sharon Petersen
Secretary**

APPROVED