

**SALEM TOWN BOARD MEETING****www.salemmn.org****December 9, 2020**

This meeting was held on “Go to Meeting” virtually.

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

The meeting was called to order at 7:02 p.m. by Drew Moessner with the pledge of allegiance.

Drew Moessner asked if anyone had any changes to the printed agenda. A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the agenda. The motion passed unanimously.

The claims presented for payment tonight are as follows:

**Claim No. 10606 to 10618 and 10652 to 10655**

**Payroll Checks 10619 to 10651**

The total for claims presented tonight is \$50,558.64

Brian Connelly asked questions about the Affordable Portable bills. The clerk was able to clarify the dates and verify that the amount billed was correct.

A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the claims as presented tonight for payment. The motion passed unanimously.

Copies of the mail was e mailed to board members.

Brian Connelly asked about bond holders that are coming due in the future.

**SECRETARY’S REPORT**

Drew Moessner asked the board members if anyone had any additions or corrections to the printed minutes for November 4. No changes were made. A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the written minutes as presented. The motion passed unanimously.

Drew Moessner ask the board members if anyone had any additions or corrections to the special meeting minutes from November 12. No changes were made. A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the written minutes as presented. The motion passed unanimously.

**TREASURER’S REPORT**

Gail Fritts reported the following:

<b>Beginning Balance</b>	<b>\$146,515.50</b>
<b>Total Receipts</b>	<b>\$ 54,366.10</b>
<b>Total Disbursed</b>	<b>\$ 23,353.17</b>
<b>Ending Balance</b>	<b>\$ 177,528.43</b>

The only outstanding check was for Terry Zieman. This report does not include the property tax money for December we received on December 1. That receipt is included in the Clerk's report that you have in your packet.

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

### **OLD BUSINESS**

#### **TCPA Meeting**

There was no meeting last month. There will also be no meetings this month.

There was progress on the addition to the Rochester Town hall for the TCPA offices. They will be working on the building once the trusses arrive.

Rick will call Dave Meier about getting permit information and the financials for TCPA.

There was discussion about the projected retirement of Roger Ihrke. Drew Moessner will follow up with John Johnson about this issue to ensure that we do not neglect pursuing getting a replacement on board so that the replacement has time to train while Roger is still in place.

There was discussion about the garage/house being built at the trailer court in Salem Corners was discussed and will be followed up on with TCPA. That issue has been discussed at TCPA and is being followed up on by Jay Krueger at CMS.

### **ROADS**

The clerk's report was reviewed by board members.

The clerk presented a summary report on the storm damage issues from 2019. The spring, 2019 damage for the FEMA declared emergency the township had \$26,245.49 in damage that was reimbursed at 100%.

Craig Balstead will be taking the used culvert from 50<sup>th</sup> Street. He will be removing all the pieces

The June-July storm damage for the state declared emergency, the township had \$210,220.93 in damage that was reimbursed at a 75% rate. We received \$157,665.70 from the State of Minnesota. The un-reimbursed cost for this storm was \$52,555.23.

The board discussed what the plan of action should be for the spring on the Willow Run. The clerk has presented a report on the projected transfer of funds to the Willow Run Maintenance will be \$1,980.16 for the year 2020. Rick will call Kyle to discuss plans for the road in 2020 and beyond.

Rick Lutzi will follow up with Mark at Rochester Township about the salt we will be purchasing from them this year for snowplowing and sanding.

## **NEW BUSINESS 2021 ELECTIONS**

The board reviewed and confirmed the polling hours for March 9 will be 4:00 to 8:00 p.m. The ad for the filing period will be published on December 12. The filing period is from December 29, 2020 thru 1/12/2021 at 5:00 p.m. for supervisor and treasurer.

The board reviewed the publication for the Absentee Board Resolution (2021-5). Some changes to modify dates on this document were modified. A motion was made by Brian Connelly and seconded by Drew Moessner to approve the Absentee Ballot Board Resolution 2021-5 as amended. The motion passed unanimously.

Sharon Petersen presented a list of election judge list for the March 2021 election. After review, a motion was made by Brian Connelly and seconded by Rick Lutzi to approve the list of election judges for March 9 Township elections. The motion passed unanimously.

## **YEARLY RESOLUTIONS THAT WILL BE APPROVED JANUARY 2021**

### **COMPENSATION RESOLUTION (2021-4)**

The board discussed that they have not changed pay schedules since 2014. The workload and responsibilities have greatly increased to effectively deal with the issues that come up in our township. It was also noted that our treasurer is not planning to run in 2021, so we will have additional training to be done for a new person. The clerk reminded the board that she also gave notice about running one additional time in 2022 and after that someone else must be prepared to take over her position.

The following sections need modification to reflect some of the expressed issues:

A motion was made by Brian Connelly and seconded by Drew Moessner to amend Section 2.3 as follows:

The Deputy Clerk and Deputy Treasurer shall be eligible for compensation for work done outside meetings if the work is related to official duties and or training.

The motion passed unanimously.

The discussion on the board salary and extra hours that are done by individual supervisors on a day-to-day basis. As discussed earlier there has been no increase in pay since 2014 and the amount of time devoted to this job has been steadily increasing. The board

discussed whether it was more appropriate to have members keep a better log of extra time or increase the per month salary. After discussion, it was decided to increase the monthly salary by \$100.00.

A motion was made by Brian Connelly and seconded by Rick Lutzi to set the monthly compensation for \$400.00 per month.

The motion passed unanimously. These changes will take effect for work done starting in January 2021.

A motion was made by Drew Moessner and seconded by Rick Lutzi to approve the Resolution Establishing a policy for the Compensation and Reimbursement of Town Officers for the Year 2021. The motion passed unanimously.

The board reviewed Resolution 2021-2 and made one change of meeting date for December.

A motion was made by Brian Connelly and seconded by Rick Lutzi to change the meeting date for December 2021 to December 8, 2021 to allow for additional time for meeting preparation for the end of the year meeting. The motion passed unanimously.

#### **SNOWPLOWING POLICY**

The board reviewed our snow policy and made no changes to the policy. It will be posted on our web site and posted on our posting board.

The board will again be sending out letters if we have reports of violations on snowplowing. The clerk was asked to keep track of what letters were sent out and when they were sent.

#### **NEWSLETTER**

The clerk will be working on articles for the newsletter. She is working on an article on the e mail addresses and phone number database that we are trying to collect to help with contact with our residents. Next month she will have articles for supervisors to review.

#### **SOLAR FARM MORATORIUM**

The letter that was received from U.S. Solar was read and discussed. The Solar Tool Kit has been received. The clerk was asked to forward copies of this Tool Kit to all Planning and Zoning members.

Brian Connelly updated the board on the last Planning and Zoning Board meeting in November and the discussion about the revisions they are contemplating. Brian Connelly asked that the board stay in closer contact during the work sessions to keep everyone informed.

Brian Connelly asked that the clerk to have Sonya write up the questions and answers she has gotten from Roger about solar farms and send it out to everyone so all will have the same information.

The Kalmar Township solar template was discussed again. Drew requested a copy of that.

**CARES FUNDING**

The new computers have been received. The final claims were processed tonight.

The clerk asked to board to review Resolution 2020-9—Resolution Expending Coronavirus Aid Relief and Economic Security (Cares) Act Funds

After review, a motion was made by Brian Connelly and seconded by Rick Lutzi to approve Resolution 2020-9 —Resolution Expending Coronavirus Aid Relief and Economic Security (Cares) Act Funds as presented. The motion passed unanimously.

**OLMSTED COUNTY TOWNSHIP ASSOCIATION VIRTUAL MEETING**

Rick Lutzi reported on this meeting.

Mark Ostrom reported that they have 5000 cases, and the trials will not be happening before February 2021.

**MATS ANNUAL CONFERENCE**

Sharon Petersen reported on the breakout sessions she attended virtually, and the annual meeting attended virtually on November 20 and 21.

**TOWN HALL REPAIRS**

The board will be continuing to look for someone for the stucco repairs that need to be done on the building. Also, the spot in the ceiling tiles will be marked to assure that it is not increasing in size.

We have purchased with Cares Funds a product for our ramp repairs that will be a project that will be worked on next year. The cost was about \$500.00.

**PIT INSPECTION REPORTS**

Drew Moessner will ask Roger about the reports on the pit inspections that have been completed and make sure pit operators are getting copies of the final reports.

Brian Connelly asked questions about proposed lot splits on an active mine site. He wants to follow up on this, and make sure TCPA has followed up and that we are keeping up to date on this request.

**PLANNING AND ZONING VIOLATIONS**

There was discussion about the result of the violations for Daniel DeCook on 105<sup>th</sup> Avenue. The board went over the final report from the DNR on the 105<sup>th</sup> Avenue violations.

Drew will also contact Roger about the Fuller Pit and make sure he is aware that the board will be following up in the spring to make sure that he is aware that the board will be following up on the seeding that was done in the fall. The requested variance was allowed for the building size.

**ITEMS BROUGHT UP BY BOARD MEMBERS**

**Rick Lutzi authorized Ray Younger to install the culvert and the apron replacements on his driveway. Since the township did not have to hire a contractor, they will pay for the aprons instead of paying a contractor to install the replacement culvert.**

**Rick Lutzi announced that he has finally hauled in the trailer that he has been stockpiling at this farm that has contained items that have been picked up from our ditches for the past few years.**

**Brian Connelly reported that Dillon's need to have the buffer yard established before next spring. The board will be following up on an inspection in the spring. Brian Connelly also asked that Roger write a letter following up on the requirements for buffer and would like to see a well report for the last five years.**

**Drew Moessner reported that he has taken pictures of commercial vehicles for Pure Green and he has sent them to TCPA. Drew will follow up on that with Roger.**

**Sharon Petersen reported that Doug Malchow has asked for additional cleaning on his culverts. He also mentioned that he felt the grading on 15<sup>th</sup> Street had put a lot of rock in the ditch.**

**Drew Moessner asked if the board could appoint a deputy treasurer. Sharon Petersen noted that Gail could appoint a deputy. There was discussion about the advantages of having someone appointed as a deputy.**

**There was discussion about how to get the message out that there will be an opening on the board. It was stated that someone has expressed interest in the position of treasurer.**

**Drew announced that he has purchased three licenses to set up "Go to Meeting" for other board members. We have a two-year subscription.**

**There will be meeting on December 15 about the future expansion of a sewer line into Salem Township. The board will follow up on attending that meeting. Drew will follow up with Roger on this. The map shows future expansion, but the sewer line has been sized to accommodate six miles of Salem Township land. Drew will follow up with Roger to make sure someone from the township will attend the meeting and to let them know they should be talking about this with the township before they make these plans.**

**A motion was made by Rick Lutzi and seconded by Brian Connelly to adjourn the meeting at 10:15 p.m. The motion passed unanimously.**

**Respectfully submitted,**

**Drew Moessner  
Chairman**

**Sharon Petersen  
Clerk**