

SALEM TOWN BOARD MEETING

www.salemmn.org

January 6, 2021

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

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

Others Present: **Dave Walters**
 Vincent Hoover

The meeting was called to order at 7:00 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. 10657 to 10674

Payroll Checks 10675 to 10680

The total for claims presented tonight is \$6,684.31

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. They were reviewed and questions answered.

SECRETARY’S REPORT

Drew Moessner asked the board members if anyone had any additions or corrections to the printed minutes for December 9. No changes were made. A motion was made by Drew Moessner and seconded by Brian Connelly to approve the written minutes as presented. The motion passed unanimously.

TREASURER’S REPORT

Gail Fritts reported the following:

| | |
|-------------------|--------------|
| Beginning Balance | \$177,528.43 |
| Total Receipts | \$148,725.92 |

| | |
|-----------------|---------------|
| Total Disbursed | \$ 50,558.64 |
| Ending Balance | \$ 275,695.71 |

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 MEETING

There was no meeting last month. If a meeting is held, Drew Moessner will attend.

The board has asked that they provide the end of year financials from TCPA. That will be followed up on.

ROADS

The clerk's report was reviewed by board members.

Willow Run has not contacted any board members about spring plans.

The transfer of funds for Willow Run maintenance was reviewed by board members. A motion was made by Rick Lutzi and seconded by Brian Connelly to transfer \$1,980.16 for 2020 maintenance. The motion passed unanimously.

There was discussion about phone contacts from Ron Tiede regarding his complaints about the business that operates on 63rd Avenue.

There was discussion about their request for blacktop on this road. They do not want an SSD. Drew has consulted Roger about this matter. Their options for this road are:

1. Leave it as is.
2. Establish and SSD with a maintenance allocation fund as we did for Willow Run.
3. The board could get a bid for blacktop and collect checks from each residence. Once the town board had all the funds, the blacktop could be done. The maintenance fund would be established to do crack fill and seal coat. If it needs additional blacktopping, the funds will have to be paid for again by residents.
4. Turn the road over to residents and make it a private road.

There was discussion about these options. Brian Connelly expressed that option 3 is not a viable option. There are too many pitfalls in that options.

There are many issues that will require some additional consultation with our attorney. There was discussion about the status of this request was that the town board will be waiting for the residents to come up with a decision on what they want to do. Brian Connelly suggested that if they decide to go ahead with this, he should provide him with option 1, 2 and 4. He suggested not offering option 3.

There was discussion with Dave Walters about the snowplowing that had been done in December.

NEW BUSINESS

2021 ELECTIONS

The board reviewed the Absentee Ballot publication that was submitted. Brian Connelly made one wording change. After reviewing a motion was made by Rick Lutzi and seconded by Brian Connelly to approve the Absentee Ballot publication as amended. The motion passed unanimously.

BOARD OF AUDIT

The board reviewed the publication for the Board of Audit. Sharon Petersen felt that the Board of Audit should be an in-person meeting as it would be difficult to facilitate this meeting virtually. A motion was made by Rick Lutzi and seconded by Brian Connelly to approve the publication as amended. The motion passed unanimously.

The board discussed that we could hold the town board meeting virtually and then go to the town hall for the Board of Audit. After discussion, a motion was made by Drew Moessner to amend the Board of Audit publication to indicate that it will be at the town hall in person following the virtual town board meeting. The motion passed unanimously.

BOARD OF CANVAS

After discussion, a motion was made by Brian Connelly and seconded by Rick Lutzi to approve holding the Board of Canvas on March 10, 2021 at 5:30 p.m. to certify the election results. The motion passed unanimously.

ANNUAL MEETING

Sharon Petersen suggested that we hold the annual meeting in the basement after the polls close at 8:00. Masks will be required. There was adequate room in the basement to allow for social distancing.

FILINGS FOR OFFICE

Supervisor Filings:

Drew Moessner

Treasurer Filings:

Diana Connelly

YEARLY RESOLUTIONS

The board reviewed the yearly resolutions. They reviewed the following Resolutions:

Resolution 2021-1

Administrative Policy

Resolution 2021-2

Annual Posting of Meeting Dates

Resolution 2021-3

Schedule of Regular Meetings

Resolution 2021-4

Resolution for Compensation

Resolution 2021-5

Resolution for Absentee Ballot Board 2021

After discussing the minor changes that were made last month a motion was made by Rick Lutzi and seconded by Brian Connelly to approve Resolution 2021-1 thru 2021-5. The motion passed unanimously.

DESIGNATE LEGAL NEWSPAPER

After discussion, a motion was made by Drew Moessner and seconded by Rick Lutzi to designate the Rochester Post Bulletin as our legal newspaper.

DESIGNATE LEGAL DEPOSITORY

After discussion, a motion was made by Brian Connelly and seconded by Rick Lutzi to designate the First Security Bank as our legal depository. The motion passed unanimously.

NEWSLETTER

Sharon Petersen has e mailed some articles for the newsletter for the board members to review. Drew Moessner and Sonya Mansfield must submit letters before Feb 3.

YEAR END REPORTS

Sharon Petersen reported that she has filed the following reports:

- PERA Exclusion Report
- Worker's Compensation Report
- W-2's printed and ready to be mailed.

The 1099's forms have been ordered and am still awaiting the forms.

ANNUAL MEETING SPREADSHEETS

The clerk has e mailed the spreadsheets for review that will be used for the Board of Audit.

WILLOW RUN

The board received a communication from Brandon Theobald about his request to extend culvert changes. After discussion it was decided that the board will not be making extensions and change the culvert. This is not a hydrology issue. The culvert is not causing flooding to his yard. Drew Moessner will follow up on this with the resident.

DILLON AUTO

The board reviewed the letter that was written by Roger at TCPA. Brian Connelly suggested that the wording should also include maintenance on the buffer. They will be required to come up with a plan for the buffer. Drew will follow up with Roger on this. A motion was made by Brian Connelly and seconded by Rick Lutzi to approve the letter as amended. The motion passed unanimously.

There was board discussion about what will be the position of the board if they do not comply with the requirements of their Conditional Use Plan.

SOLAR FARMS

Sonya Mansfield has forwarded questions that were generated at the last meeting with answers from Roger on this issue. The Planning and Zoning will be having a January 20 in-person meeting.

TOWN HALL REPAIRS

The board will do an inspection on the town hall to prioritize work that needs to be completed.

The Salem Sailors will be notified that they need to set the basement thermostat at about 50 degrees. The furnace in the basement should not be shut off. Meeting room thermostats are shut off, but the basement needs to have the thermostat set low to keep some heat in the building.

PIT INSPECTIONS

There was discussion about the pit inspections that the board has completed. Rochester Asphalt has received their report. He has not sent one to Bryce and Brenda as they are working on reclaiming the north pit and do some work that will allow them to locate housing on this parcel. Brian Connelly felt that Roger should not wait to send the letter because there are issues on the South Pit so they can start working on resolving issues on that pit also.

Eric DeCook is working on the Kohler property pit. Silt Fences are laying on the ground. The stakes are in. Drew Moessner will follow up on this with Roger on this issue.

PLANNING AND ZONING VIOLATIONS

105th Avenue issue has been resolved by the DNR.

Drew has visited the site in December so he could verify that the complaints he has received about issues with the Fuller pit were valid. He noted that one of the ditches has not been completed. He found that they were in compliance.

Rick Lutzi reported that he and Roger visited the Olmsted Aggregate site to approve a pipe under the berm into the town board ditch on 109th Avenue. They will be responsible to fix any damage caused by that culvert.

Roger will be generating a letter on the Ross property regarding the rental of that building.

ITEMS BROUGHT UP BY BOARD MEMBERS

Gail Fritts asked about the \$27,410.00 bill for the blacktop on the fire hall. They have said we can work it out in payments over the next three years. Sharon Petersen has worked up a proposal that would pay for this \$9,137 for 2021 and 2022 and \$9,136. The also proposed sending this in December of each year.

Brian Connelly had questions about the snowplowing. The bill we received for a small snowfall was a little high compared to the snow we received. Sharon Petersen felt that the board needs to use their discretion on when and how they are authorizing services without direction on how much time should be spent.

Brian Connelly also asked if Leitzen has been informed about deadlines on his pit that is located on County Road 25. Leitzen has not been informed about a deadline. Leitzen informed Rick Lutzi that they do not have a finished grading plan. They are having issues on getting rid of the water. Drew will call him and talk about what needs to have done before March to keep the conditional use permit active.

Rick Lutzi told the board members that he has been informed that the Olmsted County Township Association meeting will be virtual in January.

Drew Moessner asked the board members if they wanted to consider moving some funds from road and bridge to a Certificate of Deposit. It was also discussed that we need to transfer the credit balance of \$8,251.22 that we have in the Fire Department Building maintenance from our Road and Bridge fund. A motion was made by Brian Connelly and seconded by Rick Lutzi to transfer \$8,251.22 from Road and Bridge and to the Fire Building Maintenance Fund and to transfer \$25,000.00 from the road and bridge fund to a Certificate of Deposit. The motion passed unanimously.

No Citizen comments.

A motion was made by Brian Connelly and seconded by Rick Lutzi to adjourn the meeting at 9:41 p.m. The motion passed unanimously.

Respectfully submitted,

Drew Moessner
Chairman

Sharon Petersen
Clerk