

Silver Creek Township  
Monthly Board Meeting Minutes  
January 04, 2022

### **Silver Creek Township**

Silver Creek Board of Supervisors met on Tuesday January 04, 2022 at the Silver Creek Town Hall located at 3827 134<sup>th</sup> Street NW, Monticello, Minnesota 55362, Wright County, and State of Minnesota. The meeting was tape recorded for transcribing purposes only. Motion by Supervisor Ness, second by Supervisor to continue the meeting. Chairperson Forsman called the Supervisor meeting to order at 7:30 pm. 11 people were attending the meeting and 9 were attending on Zoom at the start of the meeting.

#### Board Members Present

Sandy Forsman, Chair

Dan Ness, Supervisor

Barry Heikkinen, Supervisor

Chris Klein, Supervisor

Mike Ludenia, Supervisor

Nancy Betzler, Clerk

Board Members Absent: None

#### **OPEN FORUM:**

**APPROVAL OF THE AGENDA:** Motion to approve by Supervisor Heikkinen, second by Supervisor Ludenia. Motion carried 5-0.

#### **Approval of the Consent Agenda Item:**

Regular Meeting Minutes: 12-07, 12-17, 12-21 and List of Claims to include check #17259-17264 in the amount of \$7811.91. There was discussion that Supervisor Ness thinks that the wording in the 12-07-2021 minutes in the conflict of interest discussion should be changed from he will not be able to work in the maintenance department after Dec 31, 2022 to he will not be able to hold both positions after 12-31-2021. During the discussion Supervisor Klein said he is a Board member and will continue to be on the Board until his term is over. Chair Forsman suggested the minutes stay as it is. Supervisor Klein said in the 12-21 Minutes in the maintenance report it was reported that Bircham had an oil leak, but it was West Central with the problem. Motion to approve the consent agenda items, second by Supervisor Ludenia. Carried 3 yes Klein, Ludenia, Forsman-2 no Ness & Heikkinen.

Affidavit of Official Interest in Claims: Motion to approve by Supervisor Ludenia second by Supervisor Ness. Carried 4-0-1 abstained, Chris Klein interested party.

#### **Old Business:**

Jim Kloster- Set mining workshop: Discussed when to go over the draft for the mining ordinance. It was set for February 1st during the P & Z meeting.

#### Organizational Meeting:

Selection of Chair and Vice Chair: Supervisor Klein was nominated for Chair and Supervisor Heikkinen as Vice Chair by Supervisor Ness. Supervisor Klein declined the position and nominated Supervisor Ludenia for Chair and himself for Vice Chair to take effect today. After discussion the vote carried 3-2 yes Ludenia, Klein, Forsman no Ness, Heikkinen.

Selection of Road Boss: Supervisor Ludenia nominated Supervisor Klein to be road boss, second by Supervisor Klein. After discussion Supervisor Klein will be road boss carried 3-2. yes; Ludenia, Klein, Forsman no; Heikkinen, Ness.

Name Newspaper used for legal ads: Motion by Supervisor Klein to keep Maple Lake Messenger, second by Supervisor Heikkinen. Carried 5-0

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Name Posting site for Township: Motion by Supervisor Ness, second by Supervisor Klein to keep the same. Posting board outside of hall and the Township website. Carried 5-0.

Adopt schedule for meetings. Now the first and third Tuesday of the month. After discussion motion by Supervisor Ness, second by Supervisor Heikkinen to keep it the first and third Tuesday on the month. Carried 5-0.

Designate a Bank now using Cortrust in Monticello Motion by Supervisor Heikkinen second by Supervisor Ludenia to keep it the same. Carried 5-0.

Set date or Audit: Audit set for Feb 24<sup>th</sup> at 6:30.

Date for Road Tour. Will decide at a later date.

Date for Township cleanup day: Set date as May 14<sup>th</sup>.

Committees

Library committee Supervisor Forsman will continue on committee.

Fire Dept.: Supervisor Klein will continue for Maple Lake Fire Dept.

CMRP: (Barry & Chris) Discussed not joining CMRP. Motion by Supervisor Klein to send a letter to them that we are going to drop CMRP and give them a 6 month notice, second by Supervisor Ludenia. 2 yes Ludenia/ Klein and 2 no Ness/Heikkinen 1 abstained Supervisor Forsman. Motion by Supervisor Klein that Supervisors Ludenia and Klein are on the committee. Motion failed tie vote 2-2-1. 2 yes Klein/ Ludenia 2 no Heikkinen/Ness 1 abstained Supervisor Forsman.

Pay Rates:

Supervisors current \$275 per month, rate for training day \$100.00, special meetings \$50.00 and hourly rate \$20.00. Motion by supervisor Klein to stay the same except take out special meeting rate, second by Supervisor Ludenia. Motion failed 2 -3 yes Klein/Ludenia. No Ness, Heikkinen, Forsman.

Motion by Supervisor Heikkinen to stay the same, second by Supervisor Ness.

Motion carried 3 yes, Ness, Heikkinen, Forsman 2 no. Klein, Ludenia.

Planning & Zoning current \$60 per meeting, \$15.00 per hour site inspection. Motion by Supervisor Ness to stay the same, second by Supervisor Heikkinen. Motion carried 5-0.

Election Judges: current \$18:00 per hour/ Head Judge \$20:00 per hour. Motion by Supervisor Klein, second by Supervisor Ludenia. Motion carried 5-0.

Hourly rate for appointed positions:

Clerk/Treasurer (Current \$23.20 per hour) Motion by Supervisor Klein to leave as it is, second by Supervisor Ludenia. Motion carried 5-0.

Deputy Clerk (Current \$18.00 per hour) Motion by Supervisor Heikkinen to rise to \$22.00 per hour, second by Supervisor Ness. Motion carried 4-1- yes Ness, Heikkinen, Forsman, Ludenia No, Klein.

Maintenance Fulltime \$30.00 per hour+ up to \$1000 per month for health insurance.

Maintenance Fulltime \$26.00 per hour+ up to \$1000 per month for health insurance.

Motion by Supervisor Klein, second by Supervisor Ludenia to keep both positions the same. Motion carried 5-1 yes Ness, Klein, Forsman, Ludenia no Heikkinen.

Seasonal/Part Time maintenance Current \$20.00 per hour \$25:00 for snow plowing Motion by Supervisor Klein to keep it the same, second by Supervisor Ludenia. Carried 5-0.

Mileage Reimbursement Rate: Motion by Supervisor Klein to have mileage at 58.5 cents, second by Supervisor Ness. Motion carried 5-0.

Conflict of Interest resolutions: Motion by Supervisor Klein to forget about them, second by Supervisor Ludenia. Motion carried 5-0.

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Misc: Motion by Supervisor Klein that he becomes the technology guy and handles the video and audio system. Second by Supervisor Ludenia. Motion failed 2-3 yes Klein, Ludenia no Ness Forsman, Heikkinen. Motion by Supervisor Klein that there are dual people responsible for technology himself and Barry. Motion failed 2 -3 yes Klein, Ludenia. Motion by Supervisor Ness to keep Supervisor Heikkinen as the technology person, second by Supervisor Heikkinen. Motion carried 4-1 yes Ness, Heikkinen Forsman, Ludenia no Klein.

Review-Employee: Supervisor Klein asked for an employee evaluation because he had not been given one. Employee performance review form was discussed and the major of evaluation factors were exceed or meets expectations.

Budget 2022 General Fund: Reviewed the budget items that had been discussed in the past. Motion by Supervisor Heikkinen to adopt the 2022 general fund budget the building maintenance and repair left at \$50,000, change dues and subscriptions to \$ 4900 increase recycling to \$60,000, increase Town Attorney to \$3500. . We will hold off spending the money for the Building maintenance repair for the new rood until we get input from the public at the annual meeting. Second by Supervisor Ness. Carried 5-0.

**New Business:**

Hire a temp for HR: hiring new employees: Supervisor Klein suggested we hire a HR person that lives in the Township to manage the hiring process the cost per hour would be \$40. They would assemble the resumes for the Board and be sure that we are following all hiring regulations or have the Township Attorney handle it. Continued Discussed how to handle the Clerk position until a new Clerk is hired. The MAT attorney said current Clerk should rescind the resignation and the Board rescinds the acceptance Until a new Clerk/Treasurer is hired. Motion by Supervisor Heikkinen that we rescind the Clerks resignation letter, second by Supervisor Ness. Motion carried 5-0. Clerk Betzler rescinded her resignation.

New Audit information: Discussed the letter from Schlenner Wenner & CO and the cost of using the accrual basis of accounting. Will check with some other Townships to see what they are doing and will tell them we will stay with the cash basis accounting.

Ad for seasonal-temp maintenance help: Discussed the need for a Class A license.

Motion by Supervisor Forsman to keep the ad as it is, second by Supervisor Klein. Motion carried 3-2. yes Klein, Ludenia, Forsman no Ness, Heikkinen. Motion by Supervisor Klein that we put this ad in the paper as written, second by Supervisor Ness. Motion carried 5-0. Motion by Supervisor Klein to run the ads for 4 weeks at a time they can always be canceled, second by Supervisor Forsman. Motion carried 5-0.

Clerks report: The Local Board of Appeal and Equalization would like it to be April 14, 2022 from 3pm to 7pm. Motion by Supervisor Heikkinen that we accept April 14 as the Open meeting date, second by Supervisor Forsman. Motion carried 5-0. Letter from Ken Yager notifying us that he will no longer be our assessor after 6-30-2022. Zoom renewal is up tomorrow for \$150. Motion by Supervisor Klein that we drop Zoom there is no need to have zoom meeting any more. We can live stream right to YouTube. No second. Motion by Supervisor Ness to continue Zoom meetings at \$150 per year for the next year and then revisit it, second by Supervisor Heikkinen. Motion carried 4 yes 1 no Klein

**MISC:**

Supervisor Klein is requesting a copy of his personnel file, first day of employment and last day of employment any and all personnel documents relating to his employment including wage assessments. He request that the Township Board gives reason for separation of employment and specific reasons from Supervisors Dan Ness and Barry Heikkinen in making the decision for separation of employment.

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**Adjournment:** Motion to adjourn by Supervisor Heikkinen, second by Supervisor Ness.  
Carried adjourned at 10:05pm.

Respectfully Submitted

Silver Creek Township Clerk  
Nancy Betzler  
January 04, 202 Minutes  
Approved by Board of Supervisors  
January 18, 2022

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