

Supervisor Board Meeting Minutes
December 17, 2019

Silver Creek Township

On Tuesday December 17, 2019, the Silver Creek Board of Supervisors met at the Silver Creek Town Hall located at 3827 134th Street NW, Monticello, Minnesota 55362, Wright County, and State of Minnesota. The meeting was tape recorded for transcribing purposes only.

Chairman Ness called the meeting to order at 7:00 p.m. There were 3 people in the audience at the start of the meeting. Roll call was taken.

Board Members Present

Dan Ness, Chairman	Barry Heikkinen, Supervisor
Chris Klein, Supervisor	Sandy Forsman, Supervisor
Mike Ludenia, Supervisor	Nancy Betzler, Clerk/Treasurer

Absent: None

All present stood and recited the pledge of allegiance to the Flag of the United States of America.

OPEN FORUM: None

APPROVAL OF THE AGENDA Supervisor Ludenia made motion to approve agenda, second by Supervisor Forsman. Motion carried, 5-0.

Approval of the Consent Agenda:

Regular Meeting Minutes: 11/05/2019 and List of Claims (List of Disbursements presented to Board at Meeting) – Included check numbers 15977--16031 in the total amount of \$91,607.25. Motion by Supervisor Klein to approve minutes and list of claims as presented, second by Supervisor Ludenia. Motion carried, 5-0

Affidavit of Official Interest in Claim – Motion to approve by Supervisor Ludenia, second by Supervisor Heikkinen. Motion carried, 4-0-1 abstained, Chris Klein interested party.

Audit of Claims:	15999 Fleet Pride	\$	608.64
	16004 Land O Lakes Oil		1,977.29
	16010 Minnerath Construction		8,002.50
	16024 Ziegler		1,554.30

Motion by Supervisor Ludenia to approve. Second by Supervisor Heikkinen. Motion carried, 5-0.

Clerk/Treasurer’s Report:

Wright County Township Officers quarterly meeting is January 9th at Buffalo Township. Gave you information from MAT Attorney about drivers needing a health card. Motion by Supervisor Ness that all maintenance employees have a current health card by Feb 28, 2020, second by Supervisor Heikkinen. Amended to add that they will be reimbursed for the expense. Motion carried 5-0.

<u>Balance as of November 30, 2019,</u>		<u>Current Month to Date</u>	
Revenue Account:	\$120,949.73	To Deposit Revenue	\$ 68,827.61
Road & Bridge Acct:	<u>120,564.30</u>	To Deposit R&B	275,828.63
Total Available	241,514.03	Total Disbursements	91,607.25
Fire Fund	25,953.24		
Contingency Fund:	9,112.35		

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Checks out \$ 5,698.37
Checking 29,378.03

Motion to approve Clerk/Treasurers report by Supervisor Ludenia. Second by Supervisor Forsman. Motion carried, 5-0.

MAINTENANCE REPORT

Supervisor Ludenia gave report

1. They have been plowing snow.
2. During last snow, grader went down and is now at Ziegler's for repair. Waiting for parts, most will be covered by warranty.
3. Front tires will be put on the grader.
4. Mowing tractor has an oil leak and HVAC issue will need to go to Buffalo for repair.
5. Residents are pushing snow across the roads. We will print some notices to leave them, asking them not to do it. There is also an issue with people leaving trash cans in the road.

Old Business

CMRP: Discussed who will attend and report to our Board the information received at the CMRP meetings. Supervisor Heikkinen will be the primary voting member and Supervisor Klein will be the alternate. The road boss will approve PTO time as needed for Chris to attend the meetings depending on the maintenance work load at the time. We cut the check for \$15,000 to the CMRP and invoiced Wright Co for half of the membership. Supervisor Heikkinen will take the check and paperwork to the meeting.

New Business:

Appoint Road Boss: Motion by Supervisor Forsman to nominate Mike Ludenia for the Road Boss second by Supervisor Heikkinen. Motion carried 4-0, 1 abstained Chris Klein interested party.

Audit Firm info: Clerk has contacted a couple firms. Will need to budget \$7000.00 to 8,000 for an audit.

Budget 2020: Reviewed income and expenses from 2018 and 2019. Discussed our needs for 2020. Will review the preliminary budget figures and discuss at another meeting.

Resolutions Conflict of Interest:

**RESOLUTION NO. 2019-12-17
RESOLUTION AUTHORIZING CONTRACT WITH
INTERESTED OFFICER UNDER
Minn. Stat. § 471.88, subd. 5.**

WHEREAS, the Board of Supervisors ("Town Board") of Silver Creek Township ("Town" or "Township") rely on a Town Supervisor to perform various tasks for the Town that the Town does not otherwise have adequate staff to perform on its behalf, including, but not limited to, the following:

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1. Miscellaneous items of work to keep the Town's roads and right of ways free from debris and fallen limbs, etc.: and
2. Inspection of roads; and
3. Grading, snowplowing, and general maintenance of roads; and
4. Equipment operation, maintenance, repairs, grounds and building maintenance and repairs and general labor required for the position.

WHEREAS, Minn. Stat. § 366.01, Subd. 1, reflects the broad roles that Supervisors play in the functioning of a Township by stating that Supervisors shall have charge of "all town affairs not committed to other officers by law"; and

WHEREAS, Silver Creek Township wishes to retain the services of the Supervisor Chris Klein to perform various maintenance work on behalf of the Township.

NOW, THEREFORE, BE IT RESOLVED that the Town Board, upon a unanimous vote of the Supervisors with the interested officer abstaining, finds that the hourly rate of \$ 25.00 plus full time benefits plus overtime as accrued in the Employee Policy Handbook that Supervisor Klein receives for his work performing road maintenance and general public works duties for the Township public works department as assigned by the Township Road Boss is as low as, or lower than, the price at which the services he provides could be obtained from other sources.

BE IT FURTHER RESOLVED, that this resolution shall be effective from January 1, 2020 until December 31, 2020.

Motion by Supervisor Ludenia that the Town Board unanimously approve this resolution for Chris Klein. Second by Supervisor Heikkinen. Motion passed 4 yes, 1 abstained Chris Klein, interested party.

Resolution number 2019-12-17A Authorizing Contract with Interested Officer Mike Ludenia. Motion by Supervisor Heikkinen that the town board unanimously approve Mike Ludenia to work on miscellaneous items of work to keep the Town's roads free from debris and fallen limbs, etc.; and Inspection of roads and conduct sign surveys; and grading, snowplowing, and general maintenance of roads; and general labor not to exceed rate of \$20.00 per hour. Resolution valid for the year 2020. Second by Supervisor Forsman. Motion passed 4 yes, 1 abstained, Supervisor Ludenia, interested party.

Resolution number 2019-12-17B Authorizing Contract with Interested Officer Sandy Forsman. Motion by Supervisor Klein that the town board unanimously approve Sandy Forsman to work on miscellaneous items of work to keep the Town's roads free from debris and fallen limbs, etc.; and Inspection of roads and conduct sign surveys; and grading, snowplowing, and general maintenance of roads; and general labor not to exceed rate of \$20.00 per hour. Resolution valid for the year 2020. Second by Supervisor Ludenia. Motion passed 4 yes, 1 abstained, Supervisor Forsman, interested party.

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Resolution number 2019-12-17C Authorizing Contract with Interested Officer Dan Ness. Motion by Supervisor Ludenia that the town board unanimously approve Dan Ness to work on miscellaneous items of work to keep the Town's roads free from debris and fallen limbs, etc.; and Inspection of roads and conduct sign surveys; and grading, snowplowing, and general maintenance of roads; and general labor not to exceed rate of \$20.00 per hour. Resolution valid for the year 2020. Second by Supervisor Heikkinen. Motion passed 4 yes, 1 abstained, Supervisor Ness, interested party.

Resolution number 2019-12-17D Authorizing Contract with Interested Officer Barry Heikkinen. Motion by Supervisor Ludenia that the town board unanimously approve Barry Heikkinen to work on miscellaneous items of work to keep the Town's roads free from debris and fallen limbs, etc.; and Inspection of roads and conduct sign surveys; and grading, snowplowing, and general maintenance of roads; and general labor not to exceed rate of \$20.00 per hour. Resolution valid for the year 2020. Second by Supervisor Ludenia. Motion passed 4 yes, 1 abstained, Supervisor Heikkinen, interested party.

Misc.: Motion by Supervisor Ludenia to approve Jamie Albrecht for snow plowing at the rate of \$25.00 per hour. Second by Supervisor Heikkinen. Carried 5-0

Adjournment: Motion by Supervisor Klein to adjourn, second by Supervisor Ludenia. All present in favor. The meeting adjourned at 9:10 pm.

Respectfully Submitted
Silver Creek Township Clerk
Nancy Betzler
December 17, 2019 Minutes
Approved by Board of Supervisors
01/07/2020

