

**Silver Creek Township
Supervisor Board Meeting Minutes
Tuesday, December 19, 2023**

Call to Order and the Pledge of Allegiance:

Chairman Newman called the meeting to order at 7:00pm on Tuesday, December 19, 2023 at the Silver Creek Township Hall. All those present stood for the Pledge of Allegiance.

Board Members Present:

Chris Newman, Chairman	Ryan Nelson, Supervisor
Mike Helman, Supervisor	Brandon Geyen, Supervisor
Sandy Forsman, Supervisor	Heidi Eckerman, Clerk/Treasurer

3 Residents in attendance, 2 signed in, 1 on Zoom

Open Forum for Citizen Comments:

No Citizen comments.

Review and Approval of Agenda:

Add into New Business e) Emergency Snowplow Driver and f) Employee Review-Closed also in the Clerks Report to add in Employee Handbook. Motion made by Supervisor Geyen to improve the agenda with the updated changes. Seconded by; Supervisor Helman. Carried 5-0.

Approval of the Agenda Items:

Regular Meeting Minutes:

Motion was made by Supervisor Nelson to approve the 10-03-23 Board Meeting Minutes; Seconded by Supervisor Geyen. Carried 5-0.

Motion was made by Supervisor Helman to approve the 10-17-23 Board Meeting Minutes; Seconded by Supervisor Geyen. Carried 5-0.

Motion was made by Supervisor Geyen to approve the 12-05-23 Board Meeting Minutes; Seconded by Supervisor Helman. Carried 5-0.

List of Claims/Disbursements:

Held Bogart, Pederson invoice until we get clarity on the invoice.

Supervisor Nelson made a motion to approve the List of claims/disbursements, Seconded by Supervisor Forsman. Carried 5-0.

Audit of Claims:

18507 - \$214.10, 18513 - \$66.30, 18517 - \$72.60, 18520 - \$359.35, 18530 - \$605.14

Motion made by Supervisor Geyen to accept the Audit of Claims, Seconded by, Supervisor Nelson. Carried 5-0.

Clerk/Treasurer Report:

Motion made by Chairman Newman to accept the Clerk/Treasurer Report as read, Seconded by Supervisor Helman. Carried 5-0.

Supervisor Forsman made an invitation that the clerk had sent flowers over to Lenore Johnson and Dan Mielke funerals.

Items that will be entered into the Employee Handbook, redo Holiday's take out Columbus Day.

Discussion on ESST was talked about. Because our PTO plan for the FT employees is more aggressive, they do not qualify for the ESST plan, PT employees do.

Maintenance Report:

Maintenance has been using the brush mower to take down brush & trees around the Township. The cylinder broke and replaced that on the brush mower. There was ice build-up under some of the tree limbs, maintenance went out and sanded in those areas. Maintenance has been working on items to get ready for snow.

Need to select an engineer to the 2024 projects. Board would like to look over the contracts. Upcoming Continuing Education and workshops, maintenance can get a certification from the State of MN for inspecting to be an inspector. MNDOT classes to be continued. Resident came in and he thinks he has the Townships old type grader is in his wood grove and he wants to donate to the Township. Supervisor Nelson, Supervisor Geyen and Maintenance employees to go look at the grader.

Old Business:

- a) Town Line Road Resolutions – Update wording on the Resolutions to say: “Cost share shall be 50% of all other agreed upon Maintenance repairs required. Supervisor Geyen made a motion to approve the updated wording; Seconded by, Supervisor Nelson. Carried 5-0.
- b) All Elements – Had an update on the roof, they’re going to reduce the size, cost came down to \$4,360.00.
- c) Road Supervisor Inspection of Gowan & Crofoot – Maintenance & Supervisor Forsman went over to Gowan Ave and noticed the water is flowing well, looks like the Beaver Dam is broken up. Fence will be replaced in the spring. The grate in front of the culvert works great to keep any debris coming in.
Crofoot – Drain Tile put in looks and works really well.

New Business:

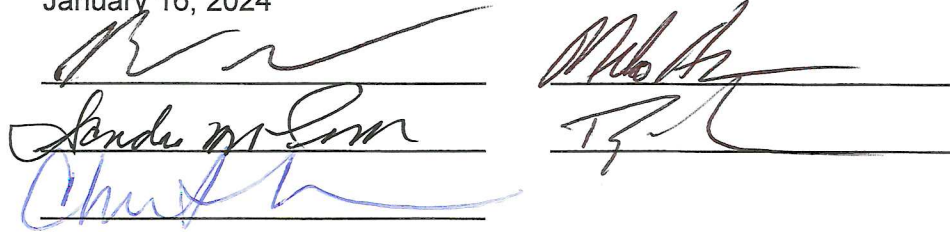
- a) Commissioner Darek Vetsch –
TST grant Township Surface Transportation Grant – Discussed the requirements on the project and how it can be accomplished with the dollars.
Broadband – There is one more round that will be happening where ISP providers that will be applying for the next years Border to Border grant allocation and will be doing a match that.
Recycling & Compost facility – Over the last couple of years the County has put some money aside to work on demolishing and reconstruction of the site. The goal is to get a drive thru operation to be open more hours for residents. Hours this summer of 2024 should be Tuesday, Wednesday, Thursday and Saturday’s until noon. Drive thru and drop your stuff off.
In 2022 there were 7074 visits made out to the site to drop items off.
In 2023 the amount of visits were 7596. Of those stops they shipped 1,363 appliances, 6,604 light bulbs, 66,866 or 99,000lbs of electronics, 1,162 Tires, 186 Styrofoam boxes, and 90 tons of metal.
MPCA – Might be changing the program that when we recycle we get a portion of dollars back from the County and now the change might be that we have to apply to get the dollars back from MPCA.
Planning & Zoning 101 – Annual Training for Township Supervisors & Clerks on P&Z and walking through the whole system on how it works.
- b) Annual Polling Place – Resolution Designating Annual Polling Place. Board says only if we move polling places.
- c) MNDOT Certification & Recertification Courses – Already covered in the Maintenance section.
- d) Administrative Policy Resolution – 4th Whereas This Resolution will replace the other Policy the document that has been noted Silver Creek Township Personal Communication and Social Media Policy. Motion made by Supervisor Geyen to approve the Resolution as read. Seconded by Supervisor Forsman. Carried 5-0. Adopted on the 19th day of December 2023.
Chairman Newman would like to make the Resolution part of the record of the minutes, so it can also be posted and part of public record in it’s form; Seconded by Supervisor Helman. Carried 5-0.
- e) Emergency Snowplow Driver – Supervisor Nelson would like to be a backup Snowplow driver, he would need to be formally trained. He has his MNDOT Cert & A class. Make it part of the Conflict of Resolution.
- f) Employee Review-Closed – Supervisor Helman made a motion to have the Road Authority and one additional supervisor performs the Employee Maintenance review, at a time you can meet. Seconded by Supervisor Geyen. Carried 5-0.

Adjournment:

Supervisor Geyen adjourned the meeting at 9:05pm, Seconded by Supervisor Nelson, Carried 5-0.

Respectfully Submitted,

Heidi Eckerman
Silver Creek Township Clerk
December 19, 2023 Minutes
Approved by Board of Supervisors
January 16, 2024



The image shows three handwritten signatures, each written over a horizontal line. The signature on the left is in blue ink and appears to be 'Heidi Eckerman'. The middle signature is in black ink and is more stylized. The signature on the right is also in black ink and is very stylized, possibly representing a supervisor.