

Silver Creek Township
Monthly Board Meeting Minutes
February 03, 2022

Silver Creek Township

Silver Creek Board of Supervisors met on Thursday February 03, 2022 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. Motion by Supervisor Ness, second by Supervisor Klein to continue the meeting. Chair Ludenia called the Supervisor meeting to order at 9:15pm. 5 people were attending the meeting and 4 were on Zoom at the start of the meeting.

Board Members Present

| | |
|-----------------------------|---------------------------|
| Mike Ludenia, Chair | Chris Klein, Supervisor |
| Dan Ness, Supervisor | Sandy Forsman, Supervisor |
| Barry Heikkinen, Supervisor | Nancy Betzler, Clerk |

Board Members Absent: None

OPEN FORUM:

APPROVAL OF THE AGENDA: Motion to approve by Supervisor Ness, second by Supervisor Forsman. Motion carried 5-0.

Approval of the Consent Agenda Item:

Regular Meeting Minutes: 01-18-2022 and List of Disbursements to include check #17325-17328 in the amount of \$4858.99. Motion to approve the consent agenda items by Supervisor Ness, second by Supervisor Forsman. Carried 5-0.

Maintenance Report: The snow plowing got done by Jamie and Supervisors Klein and Ludenia. Looking for someone to help to some work in the shop this Saturday to clean the floors and the drains. Will try to get it done next week.

Old Business:

Audit information: Clerk found out we have to switch to the accrual method of accounting. We can wait until we hear about the revenue threshold before we go ahead.

Hiring-Maintenance Positions:

Supervisor Ness and Ludenia are requesting if it is ok to the give more PTO to a person that has more experience rather than offer the lesser amount of PTO. After discussion Supervisor Ness made a motion that we close accepting of applicants for the full- time maintenance employee positions, second by Supervisor Heikkinen. Carried 4 yes Dan, Barry, Sandy, Mike. 1 abstained, Chris because he is one of the applicants.

Motion by Supervisor Heikkinen that if the 2 people on the hiring committee for the full time maintenance person deem it appropriate they can start a candidate at the 5 to 20 year range for PTO, second by Supervisor Forsman. Carried 4 yes Dan, Barry, Sandy, Mike. 1 abstained Chris.

Motion by Supervisor Ness that the hiring committee be allowed to speak with the Town Attorney regarding documentation regarding probationary period in the hiring process for candidates, second by Supervisor Heikkinen. Motion carried yes – Dan, Barry, Mike, Sandy, 1 abstained Chris.

Discussed pre-employment screening for the maintenance department. Motion by Supervisor Heikkinen that Dan sets up the fit test requirements with CentraCare Occupational Health and we send the candidates there to include the screening, fit test, and drug screen for a total cost of \$265.50 per person plus \$164.00 per hour to set up fit test, second by Supervisor Ludenia. Amended to add audiogram. Carried 4 yes, 1 abstained, Chris. Will use Trusted Employees for the background checks.

Board Meeting Minutes
02-03-2022 Page 2

Motion by Supervisor Ness that we designate an appropriate person to set up an account for Silver Creek Township with Trusted Employees for background checks of our candidates for the maintenance and the Clerk positions. Second by Supervisor Forsman. Motion carried 4 yes- Dan, Sandy Barry, Mike 1 abstained-Chris. Clerk will set it up.

Hiring Clerk position: The committee decided that we would like to extend candidate A an offer. Motion by Supervisor Klein to have the Clerk hiring committee to be able to make the offer and negotiate and if accepted bring it back to the Board for final approval, second by Supervisor Ludenia. Motion carried 5 yes.

New Business:

Quote for electric in shed: The underground work was done for free as part of the price for having them use our property for storage. We have an estimate for work to be done for \$3475.45. Motion by Supervisor Heikkinen that we spend up to \$3475.45 that includes the extra \$50.00, for electric in the cold storage shed. Second by Supervisor Ness. Carried 5-0.

Roof for building: continued

Clerk's Report/Correspondence: Gave some information received. Concern letters, something from the County about the business on CR 75 that needs a CUP. Wright Hennepin has taken over our security system. Midco would like to rent a space for their equipment again.

MISC:

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

Respectfully Submitted

Silver Creek Township Clerk
Nancy Betzler
February 03, 202 Minutes
Approved by Board of Supervisors
February 17th, 2022

