

Silver Creek Township
Monthly Board Meeting Minutes
January 07, 2020

Silver Creek Township

Silver Creek Board of Supervisors met on Tuesday January 07, 2020 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 Supervisor meeting to order at 7:00 p.m. There were 2 people in the audience at the start of the meeting. All present stood and recited the pledge of allegiance to the Flag of the United States of America. Motion by Supervisor Heikkinen to moved CMRP information to the P & Z Meeting and move P&Z old business to after new business, second by Supervisor Ludenia. Motion carried 5-0. Motion made by Supervisor Klein to continue the meeting until after the P & Z meeting, second by Supervisor Ludenia. Motion carried.

Motion by Supervisor Ludenia to reopen the meeting at 8:25, second by Supervisor Forsman. Motion carried. There was 1 people in the audience when the meeting reconvened.

Board Members Present

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

Board Members Absent: None

OPEN FORUM: None

APPROVAL OF THE AGENDA: Add audit, gravel lease, move budget to after new business, remove CMRP. Motion to approve with changes by Supervisor Heikkinen; second by Supervisor Ludenia. Motion carried 5-0.

Approval of the Consent Agenda Item:

Regular Meeting Minutes 12/17/2019 and list of payroll claims. Included check 16033 - 16037 in the amount of \$7547.41. Motion by Supervisor Ludenia to approve; second by Supervisor Forsman. Motion carried 5-0.

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

Old Business:

MN Dept. of Health report: The maintenance department has taken care of the issues.

Audit Info: 4 firms were contacted. 2 gave bids, 1 was not interested and 1 did not get back to us. Motion by Supervisor Heikkinen to obtain Schlenner, Wenner & CO for the audits, second by Supervisor Forsman. Motion carried 5-0.

Gravel Lease: Motion by Supervisor Klein to accept terms for the lease 2 years with 5 cent increase to \$1.60 per yard and second 2 years with a 5 cent increase to \$1.65 per yard plus manage the rock pile, second by Supervisor Ludenia. Motion carried 5-0.

New Business:

Health Card info for Handbook: Discussed changes to the employee handbook. Add to handbook page 8: Motion by Supervisor Forsman change to a medical physical examination and DOT physical exam arranged for and paid by the township upon hire and every two years thereafter or as determined by the Board. Any further testing requested beyond this is the employee's responsibility to pay for. Second by Supervisor Heikkinen. Motion carried 4-0-1 abstained Chris Klein interested party.

Motion by Supervisor Ness to change performance evaluation paragraph 3 to: All employees will be compensated a minimum of 1 hour of their wage for the performance evaluation or the duration of the evaluation. Second by Supervisor Forsman. Motion carried 4-0-1 abstained Chris Klein interested party.

Budget: Discussed budget items. Reviewed employee wages.

Motion by Supervisor Ness to increase office staff 2% for 2020. Top maintenance employee increase to \$30.00 per hour. 2nd full time maintenance employee \$26.00 per hour. Part time maintenance employees stay at current rate \$20.00 per hour for 2020. Second by Supervisor Heikkinen. Motion carried 4-0-1 abstained Chris Klein interested party. Increases to start January 1, 2020.

Motion by Supervisor Ness to put as a line item on first meeting in June 2020 a discussion regarding a handbook policy for ongoing wage management. Second by Supervisor Heikkinen. Motion carried 4-0-1 abstained Chris Klein.

Motion by Supervisor Klein to call for gravel hauling quotes. Second by Supervisor Ludenia. Motion carried 5-0.

Misc.: Discussed annual meeting topics.

Adjournment: Motion to adjourn at 9:45pm by Supervisor Heikkinen second by Supervisor Forsman. Motion carried.

Respectfully Submitted

Silver Creek Township Clerk
Nancy Betzler
January 07, 2020 Minutes
Approved by Board of Supervisors
January 21, 2020

