

**Silver Creek Township
Organizational Meeting Minutes
January 09, 2024**

Chairman Newman called the meeting to order at 7:00pm on Tuesday, January 9th, 2024 at the Silver Creek Township Hall. All those present stood for the Pledge of Allegiance.

Board Members Present:

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

Board Members Absent: None

0 Guests in attendance were signed in, 1 in attendance.

2 Zoom

OPEN FORUM:

Organizational Meeting:

Chairman Newman opened the meeting.

Selection of Chair and Vice Chair: Chairman Newman was nominated for Chair by Supervisor Forsman; Seconded by Supervisor Geyen. Carried 5-0. Supervisor Helman was nominated for Vice Chair by Supervisor Geyen; Seconded by Supervisor Forsman. Carried 5-0. These changes will take place immediately.

Selection of Road Authority: Supervisor Nelson nominated to keep Supervisor Forsman as Road Authority, Seconded by Supervisor Geyen. Carried 5-0

Selection of IT: Supervisor Nelson made a motion that Chairman Newman keep doing IT and Supervisor Geyen helps out, with one other Supervisor to have access to the website; Seconded by Supervisor Geyen. Carried 5-0.

Name Newspaper used for legal ads: Motion by Supervisor Helman to keep Maple Lake Messenger used for legal ads, Seconded by Supervisor Forsman. Carried 5-0

Name Posting site for Township: Motion by Supervisor Geyen, Seconded by Supervisor Forsman to keep the posting board outside of hall and the Township website. Carried 5-0.

Adopt schedule for meetings. Motion made by Supervisor Helman; Seconded by Supervisor Geyen to keep the first and third Tuesday of the month for the Board meeting dates; Carried 5-0.

Designate a Bank Motion by Supervisor Helman to stay with Cortrust Bank in Monticello, Seconded by Supervisor Geyen; Carried 5-0.

Set Dates:

Set date for Audit: Board of Audit date set for February 20th at 6:00pm.

Date for Road Tour Motion by Chair Helman to set the road tour date for Monday, April 15th at 9:00am, Seconded by Supervisor Geyen. Carried 5-0

Township Clean-up day: Clean-up date will be on May 4th 7am-12pm

Committees:

Library – Supervisor Forsman will remain the point of contact for the library.

Fire Dept. Supervisor Nelson will remain the representative for the Maple Lake Fire Department. Supervisor Helman will remain the representative for the Monticello Fire Department.

Pay Rates:

Supervisors current \$275 per month, rate for training day \$100.00, Board approved special/other meetings \$50.00. Hourly rate \$20.00 set amount for doing additional work. Motion made by Supervisor Helman to keep the Supervisors pay rate as just read. Seconded by, Supervisor Nelson. Discussion from the Board. Supervisor Helman to amend his motion. To leave the current pay rates as they are with adding, pay for work done as the clerk's rate and if a supervisor plows at the Limited employee pay rate. Seconded by, Supervisor Nelson. Carried 5-0.

Planning & Zoning current \$60 per meeting, \$15.00 per hour site inspection.

Election Judges: \$18.00 per hour/ Head Judge \$20.00 per hour. No mileage for travel.

Clerk will check with other Townships on what a ballpark range is.

Hourly rate for appointed positions:

(For current staffing)

Clerk/Treasurer (Current \$27.00 per hour) Wait until Pay Equity comes out in February

Deputy Clerk (Current \$23.20 per hour)

Maintenance Fulltime (Current \$34.00 per hour + up to \$1500 per month for health insurance)

Motion made by Chairman Newman to increase the Maintenance Full-time position from \$34.00 to \$35.00 per hour for both Full-time Maintenance positions and keep the \$1500.00 maximum for the health insurance. Seconded by, Supervisor Helman. After discussion, Motion amended to \$36.00 an hour. Seconded by, Supervisor Helman. Carried 5-0

Limited Part Time Maintenance and Temporary employee -

Motion made by Supervisor Helman, for the Limited Part-time Maintenance employee to increase to \$30.00 an hour. Seconded by, Supervisor Nelson. After Discussion, Supervisor Helman amended his motion to state. Temporary Employee will be \$20.00 per hour and Limited Part-time Employee will be \$30.00 per hour. Seconded by, Supervisor Forsman. Carried 5-0.

Mileage Reimbursement Rate – (2024) IRS .67 cents per mile

Spending amount for maintenance department – Motion made by Chairman Newman for maintenance can spend \$2500.00 a month in aggregate maintenance is to talk to Supervisor Forsman to get approval, if spending is over \$2500.00 Supervisor Forsman has to bring it to the board. Seconded by, Supervisor Helman. Carried 5-0.

Amend Board Policies if needed – The Policies that were redone in 2023 were: Administrative, Snow & Ice, Planning & Zoning Procedure Manual, ESST,

Resolution Authorizing Contract with Interest – For Supervisors to be able to get paid for work that they do for the township for out of the scope of supervisor duties. Motion made by Supervisor Geyen, to approve the reading and add the wording "Hourly rate commensurate with the Town Clerk or Limited Part-time Maintenance. Seconded by Supervisor Helman Carried 5-0. Each Board member abstained on their own resolution

Supervisor Geyen, Motion made, Resolution 2024-01-A approved as read, Seconded by Supervisor Forsman. Carried 4-1, Chair Newman Abstained

Supervisor Geyen, Motion made, Resolution 2024-01-B approved as read, Seconded by Supervisor Forsman. Carried 4-1, Supervisor Helman Abstained

Supervisor Geyen, Motion made, Resolution 2024-01-C approved as read, Seconded by Supervisor Forsman. Carried 4-1, Supervisor Forsman Abstained
Supervisor Geyen, Motion made, Resolution 2024-01-D approved as read, Seconded by Supervisor Forsman. Carried 4-1, Supervisor Geyen Abstained
Supervisor Geyen, Motion made, Resolution 2024-01-E approved as read, Seconded by Supervisor Forsman. Carried 4-1, Supervisor Nelson Abstained

2023-01-A Chris Newman
2023-01-B Mike Helman
2023-01-C Sandy Forsman
2023-01-D Brandon Geyen
2023-01-E Ryan Nelson

Respectfully Submitted,

Heidi Eckerman
Silver Creek Township Clerk
January 9, 2024 Minutes
Approved by Board of Supervisors
January 16, 2024









