

# Silver Creek Township

## Supervisor Board Meeting Minutes

### Tuesday, October 3, 2023

#### Call to Order

Charman Newman called the meeting to order at 7:20pm on Tuesday, October 3, 2023 at the Silver Creek Township Hall.

#### Board Members Present:

Chris Newman, Chairman

Mike Helman, Vice-Chairman

Ryan Nelson, Supervisor

Sandy Forsman, Supervisor/Road Authority

Brandon Geyen, Supervisor

8 members of the public were in attendance, 1 online

Absent: Heidi Eckerman, Clerk/Treasurer

#### Open Forum for Citizen Comments:

- Barry Heikkinen questioned if there was a policy on when the Agenda for the meetings would be posted online. Chairman Newman noted there was a requirement in the P&Z Operating Procedure manual just passed by the P&Z Board, but did not know for the Board of Supervisors meetings. He would look into it and speak to the Clerk when she returned.

#### Review and Approval of Agenda:

- Vice-Chair Helman requested the Snow and Ice Control Policy be moved to the 10/17 meeting.
- Supervisor Nelson requested an item 'e' be added to Old Business to update on the Roof Attic Ventilation.
- Chairman Newman requested to move Gowan Culvert update to Old Business 'a'
- Motion made by Vice-Chair Helman to approve the agenda with the noted updates. Seconded by Supervisor Nelson. Carried 5-0.

#### Approval of Minutes and Disbursements:

- Vice-Chair Helman motioned to move the approval of the 8/15/2023 minutes to 10/17 meeting as there were still errors in the minutes. Seconded by Chairman Newman. Carried 5-0.
- Vice-Chair Helman motioned to approve the minutes from 9/5/2023. Seconded by Supervisor Geyen. In Discussion there was another question about the accuracy of the minutes. Vice-Chair Helman amended his motion to move the approval of the 9/5 minutes to 10/17 meeting. Seconded by Supervisor Geyen. Carried 5-0.
- Vice-Chair Helman motioned to approve the 9/19/2023. Seconded by Supervisor Geyen. Carried 4-0. Supervisor Nelson abstained stating he was not present for that meeting.
- Vice-Chair Helman motioned to approve the List of Claims and Disbursements. Seconded by Supervisor Forsman. Carried 5-0.

### Clerk Report

- Wright County Township Officers Association Quarterly Meeting October 5, 2023, 7pm
  - Not more than 3 Supervisors will be in attendance; no posting needed.
- MAT Fall Legislative and Research Committee October 4, 2023 9am on Zoom.
  - Not more than 3 Supervisors will be there; no posting needed.

### Maintenance Report

- Tree Trimming: Reviewed Quotes for Tree Trimming from Bear Tree Care: Dempsey, Ferman, Baker. Carr's Tree Service \$300/hr. Can be worked on over period of years by maintenance as time allows. Tree Top Farms 95<sup>th</sup> St. Dead End: removal of cottonwood tree and all volunteer trees; Need permission from landowners. Verbal agreement from Wright County. Maintenance will come back at a future meeting with more exact numbers for approval.
- Vacancies for Roads. Vice-Chair Helman updated status on landowner contact.
- Pit Reclamation complete; Mowing to be done; Frontend Loader taken in approx. \$2500.

### **Gowan Ave Update (Mike Ludenia, Clearwater Township Maintenance)**

- Waiting on permit; Army Corp Engineers signed off on it and pending receipt of letter.
- Engineer needs to do easement work; will work with Jean.
- Reaching out to T&S Dirtworks.
- Class 5 in Engineer report, but Townships have Class 1. Advise on substituting.
- Finding out when public comment 30 day with James Bidell would expire; go out for quotes.
- Will investigate Time and Material for Quotes.
- Townships to review what their maintenance can complete in scope of work.
- Engineer needed for setting Benchmark for Elevation.
- Board agreed our Maintenance to participate in items where the teams have capacity and no additional liability to the project.
- Commissioner Vetsch let us know about County funds that will become available; details coming.
- Plan B: If culvert can't get done, then camera the culvert; see what is in there.
- Board not in favor of proceeding with camera and extraction unless we know there is a contractor available and when.
- Chris Klein will reach out to Theilen for Time and Materials and full quote.

### **Fire Contract**

- Supervisor Helman started discussions with Monticello Fire Department for renewal. Still trying to understand reimbursement for I-94 accidents and Fire fees. Recoup from Insurance companies not very easy and don't always get insurance information from the scene.
- Initial meeting; no pricing discussed. No timeline. Hoping before end of year.
- Discussed possibility of Clearwater Fire as an option.

### **Recycling**

- West Central, Republic, Waste Management.
- West Central: 990 bins; \$5.65 per bin. Up from \$4.85 today; 4% CPI base increase per year.
- Republic: 900 @\$9

- Supervisor Nelson asked about on-site recycling at the Town hall. Chairman Newman reminded that the residents at the annual meeting approved a levy increase based on maintaining existing services. Tabling further discussion.
- Chris Klein asked about contract termination. Chairman Newman read the termination clause: any reason; 30 day notice.
- Charmain Newman reminded that West Central also did the Township Clean-up day at cost.
- Vote on the actual contract will be next Supervisor's meeting.

**Roof Attic Update**

- Supervisor Nelson met with township maintenance to review the attic.
- No indication of moisture or any concern for venting needs.
- Supervisor Nelson will review again when temps are much colder.
- Move forward with the Snow Guards only for the roof at this time.

**Parking Ordinance**

- Chairman Newman questioned whether the ordinance was as simple updating a document and what the formal process of passing an ordinance. Additionally, if other requirements are needed for enforcement.
- Vice-Chairman Helman read from the Township manual there are multiple steps needed to pass and file an ordinance. He had additional concerns about enforcement and how that would work.
- Chairman Newman recommended to table until this can be brought back in correct form for recording.

**Olson's Campground Liquor License**

- No complaints received.
- Vice-Chair Helman motioned to approve Olson's Campground Liquor License for the next year. Seconded by Supervisor Geyen. Carried 5-0.

**Adjournment**

- Supervisor Geyen motioned to adjourn the meeting at 8:46pm; seconded by Supervisor Forsman; Carried 5-0.

Respectfully Submitted,  
 Chris Newman, Chairman  
 October 3, 2023 Minutes  
 Approved by Board of Supervisors  
 December 19, 2023

The image shows three handwritten signatures in blue ink, each placed over a horizontal line. The signatures are: 1. A signature that appears to be 'Chris Newman' in blue ink. 2. A signature that appears to be 'Audie Forsman' in blue ink. 3. A signature that appears to be 'Chris Geyen' in blue ink.