

Silver Creek Township
Supervisor Board Meeting Minutes
October 4, 2022

Silver Creek Township

Silver Creek Board of Supervisors met on Tuesday October 4, 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. Vice Chair Forsman called the Supervisor meeting to order at 7:00 pm. Nineteen people were attending the meeting and three were on Zoom at the start of the meeting.

Board Members Present:

Sandy Forsman, Vice Chair
Chris Newman, Supervisor
Dan Ness, Supervisor

Barry Heikkinen, Supervisor
Julie Urbatch, Clerk

All present stood and recited the Pledge of Allegiance to the Flag.

ORGANIZATION RE-STRUCTURE

Accept Mike Ludenia's Resignation: On September 26, 2022 Mike Ludenia gave his resignation to the clerk in writing.

New Chairman: Vice chair Forsman nominated Supervisor Newman to be the new Chairman. Seconded by Supervisor Heikkinen. Motion carried 4-0.

New Road Boss: Vice Chair Forsman volunteered to be the Road Boss. Chair Newman seconded it. Motion carried 4-0.

OPEN FORUM:

A resident from the audience wanted to know the update on the paving for Bishop Ave. They were told it would be this year and was concerned about how the weather will change. The project is still in Knife River's schedule, however, we don't have an exact date for it. Knife River assured us that this project will be done this year.

REVIEW AND APPROVAL OF THE AGENDA:

Motion made by Supervisor Heikkinen to approve the agenda. Seconded by Supervisor Ness. Motion carried 4-0.

APPROVAL OF CONSENT AGENDA ITEMS:

Regular Meeting Minutes of 09-20-2022, Closed Meeting Minutes of 9-20-2022 and List of Claims & Disbursements. Chair Newman would like to move the approval of the 9-20-22 Closed Meeting Minutes to the next Board Meeting.

Motion made by Supervisor Heikkinen to approve the regular meeting minutes of 9-20-22 and List of Claims & Disbursements. Seconded by Supervisor Ness. Motion carried 4-0.

OLD BUSINESS:

Speed Study on Meridian: Resolution No. 2022-10-04 was read by Supervisor Heikkinen. Motion made by Supervisor Heikkinen to accept Resolution No. 2022-10-04. Seconded by Supervisor Ness. Motion carried 4-0. Remove from agenda until further notice.

Supervisor Board Minutes
October 4, 2022 – Page 2

Roof Update: Gutter extensions have been installed and the final payment to All Elements will be mailed on 10/5/2022. The gutters for the back are scheduled for the first week in November unless the weather changes.

HVAC Water Issue Update: No other updates. Take off agenda until gutters are put on the back of the building.

Review for part-time employees: Doing reviews for Deputy Clerk Nancy Betzler and Kathy Kuyava, our custodian. Nancy's review will be done at the next meeting. Kathy's review will be done by Julie/Nancy and Chair Newman.

CMRP Update: Supervisor Heikkinen handed out document from the last meeting at CMRP with the topic being Organizational Structure. The question for CMRP is do we dissolve the current Joint Powers Agreement (JPA) that CMRP operates JPA or do we move forward as a non-profit. The document that Supervisor Heikkinen handed out explains the pros and cons. Supervisor Newman was at the meeting also and the words that he heard were: if they move to a non-profit, CMRP then becomes a lobbying and communication group – and that is a concern for Chair Newman. No action is needed tonight and we will table this until next meeting.

ROW Encroachment Agreement: Regarding the encroachment on Duffield. Clerk was tasked to notify the attorney to look into this Liability and Encroachment Agreement. Chair Newman asked if the Board agree to allow an encroachment agreement for that property. Supervisor Heikkinen and Clerk Urbatch believe we did. Chair Newman's recollection of the meeting that occurred in January was there was no approval for it, the lawyer was here, answered Mr. Nowacki's question of 'can a waiver be done of liability'. And that was as encroachment agreement, not that the Board approved it at the time. Chair Newman stated that this was discussed at the January meeting with the lawyer. It wasn't in detail and now we have the details. If the Board approved it, then this should just to Mr. Nowacki and he can decide if he wants to proceed.

NEW BUSINESS:

Update on Vendor Contractor: Supervisor Heikkinen stated he and Chair Newman met with a contractor for about a hour about contracting out our maintenance and were hoping he would be at this meeting to answer some questions of the public but he is unavailable. Supervisor Heikkinen will invite him to attend a meeting so options can be discussed. Table this to the next meeting. There was discussion about finding other options if we cannot find another maintenance person to assist our maintenance staff as needed. Clerk Urbatch placed an ad in the Monticello Times for two weeks for the two open positions. Chair Newman also advertised online at MN Works and Facebook groups. It was suggested to put an ad in the Patriot newspaper also.

Appoint Election Judges: One more person was interested in becoming an election judge. Supervisor Heikkinen made a motion to approve Jessica Bad Heart Bull as an election judge. Seconded by Supervisor Ness. Motions carried 4-0.

MAT 2022 Annual Conference: The conference is scheduled for October 14-15, 2022 in St. Cloud. Pre-registration ends 10/5/22 and is \$160. After that it goes up \$30. Chair Newman and Supervisor Forsman are interested in attending. Supervisor Hiekkinen made a motion to approve up to \$320 for the two supervisors to attend. Supervisor Ness seconded it. For discussion, Supervisor asked if we should have more flexibility with the price based on the availability of the two supervisors. Supervisor Heikkinen amended his motion to approve up to \$350. Seconded by Supervisor Ness. Motion carried 4-0.

2022 MN Fall Expo Educational Sessions/Curriculum: Chris Klein is interested in attending this for one day only on 10/5/2022 for \$30. Chair Newman made a motion for Chris Klein to attend this curriculum for \$30. Seconded by Supervisor Ness. Carried 4-0.

Supervisor Board Minutes
October 4, 2022 – Page 3

Damage to Appleton Ave: Supervisor Heikkinen was asked to put this on by a couple of residents that said there is damage from a couple of kids doing burnouts and donuts on 4-wheelers. Supervisor Heikkinen took a look at it and noticed some ruts but did not notice damage to the road. Chair Newman took a look at it as well. He did not notice donuts, ruts or damage but he did see wearing away on the edges and the gravel is going down to the ditch.

CLERK REPORT/CORRESPONDENCE:

Wright County Multi-Hazard Mitigation Plan Update: This was emailed to the Board on 9/26/22.

Proposed Solid Waste Ordinance: There was discussion about the proposed Solid Waste Ordinance. No action by the Board until County clarifies.

MISCELLANEOUS:

Swing-away mailbox structures: Maintenance contacted Chair Newman and Supervisor Forsman today about needing swing-away structures and it was at a cost of 30 of them at \$58 each. Maintenance has one left. Supervisor Ness made a motion to spend up to \$1400 for swing-away mailbox structures and to pass that cost on, as appropriate. Seconded by Supervisor Heikkinen. Carried 4-0.

Wright County Township Officer's Meeting: The meeting is scheduled for Thursday, October 6 and Supervisor Ness wanted to make sure this was posted. Clerk Urbatch assured him it was.

Vacant Supervisor Position: We are taking applications for the open vacancy of a Supervisor position on the Board. Chair Newman proposed we take applications until the next meeting and review the applications at the next meeting. This position is up for renewal at the next General Election in 2024.

Contractor work: Maintenance wanted clarity on a contractor helping out in Maintenance. He wanted to know if there is any intent of the Board or Board members to eliminate Maintenance and sub-contract everything out. Chair Newman said the Board has had no discussion to that extent of it. The Board has only looked trying to fill the Maintenance position, placing ads and what to do in the event if we can't find anybody and what our options are. That's why we are hoping to have the discussion with the contractor that we met with and we want that discussion in an open forum, for what those options are to have with the public, so they can hear the full discussion. And for the rest of the Board so they can ask all the questions they have, as well.

ADJOURNMENT:

Supervisor Forsman made a motion to adjourn the meeting. Seconded by Supervisor Heikkinen. Motion carried 4-0. 8:10 pm

Supervisor Board Minutes
October 4, 2022 – Page 4

Respectfully Submitted,

Julie Urbatch
Silver Creek Township Clerk
October 4, 2022 Minutes
Approved by Board of Supervisors
October 18, 2022
