

Supervisor Board Meeting Minutes
October 20, 2020

Silver Creek Township

On Tuesday October 20, 2020 the Silver Creek Board of Supervisors met 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 meeting to order at 7:00 p.m. There was 1 people in the audience at the start of the meeting. Roll call was taken.

Board Members Present

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

Absent:

All present stood and recited the pledge of allegiance to the Flag of the United States of America.

OPEN FORUM: Supervisor Heikkinen read this statement that he wants to be put in the minutes: "I would like to address the actions of Supervisor Klein during our last meeting. When we reach an agenda item I had proposed Supervisor Klein turned around in his chair and began videotaping me with his cell phone. In my time as a supervisor, I have never seen him do this to anyone else. I feel this was a form of intimidation and his actions were very unprofessional. These actions challenge the integrity of the board. We all, supervisors and citizens, need to feel we can bring our ideas, questions, and concerns to the board without fear of intimidation. As a board, we need to take steps to assure this never happens again. We also need to do a better job representing the township with the professionalism, integrity, humility and grace our residents deserve- even if we don't always agree with one another. There is not one of us on this board who has all the answers, we are part of a team and need to work together. Thank you" Supervisor Klein would like to add to the minutes that he reached out to Barry to see if they could resolve their differences, but he did not want to provide time to do that. Supervisor Heikkinen replied that he kept asking Supervisor Klein what he wanted to discuss and he would never fill him in. He just wanted a heads up, to plan for a meeting and he was never provided that.

APPROVAL OF THE AGENDA: Supervisor Forsman added to old business storage cabinets. Supervisor Ludenia made a motion to approve the agenda, second by Supervisor Forsman Carried 5-0.

Approval of the Consent Agenda: Regular meeting minutes 10/06/2020 and List of Claims (List of Disbursements presented to Board at Meeting) – Included check numbers 16491-16546 in the total amount of \$136,003.69. Motion by Supervisor Ludenia to approve consent agenda items, second by Supervisor Forsman. Motion carried 5-0.

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

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Audit of Claims: 16511 Birchem Sanitation	64.35
16515 Compass Minerals	7,196.37
16527 Martie's Farm Service	230.00

Motion by Supervisor Ludenia to approve, second by Supervisor Heikkinen. Motion carried, 5-0

Clerk/Treasurer's Report:

Clerk Report: A letter was sent to the Sheriff's office about the concerns of the actions by motorcycle riders in Silver Creek. He replied Thank you very much Nancy, please continue to encourage people to call 911 when this activity is taking place, we can certainly address it. There may not be many more riding days left this season but we know that this will pick up in the spring. The area has been on our extra patrol board since I attended the Township meeting this summer and we are aware of the concerns. That is a large crowd and I can understand the frustration of the people that live in the area. Early next spring, I may talk to the owners of the bar to see if they are able to control some of this activity as they are well aware of what it is doing to the neighborhood.

COVID funds remaining are \$50692.18.

<u>Balance as of September 30, 2020</u>	<u>Current Month to Date</u>
Revenue Account: \$196,991.25	To Deposit Revenue \$ 70.00
Road & Bridge Acct: <u>296,595.36</u>	To Deposit R&B 1,110.50
Total Available 493,586.61	Total Disbursements 136,003.69
Fire Fund 59,929.33	
Contingency Fund: 9,116.17	
Checks out 1,602.25	
Checking 24,548.27	

Motion to approve Clerk/Treasurers report by Supervisor Heikkinen Second by Supervisor Ludenia. Motion carried, 5-0.

MAINTENANCE REPORT

Supervisor Ludenia gave report. They finished mowing the ditches, will get the brush mower put on. Reviewed traffic counts. 11,200 yards of gravel have been crushed They ran into a good vein of gravel, so looks like more than we figured. Thelen will be moving in to move extra dirt. They found a pole trailer for sale in Maplewood for \$1450.00. Should they go look at it? There is a safety issue hauling culverts the way that they move them. Motion by Supervisor Heikkinen to approve up to \$1450 for the purchase of a pole trailer. Second by Supervisor Forsman. Amended to \$1500. Motion carried 5-0. Do we want to get Jamie Albrecht back part time for snow plowing this year? Motion by Supervisor Ludenia to hire Jamie Albrecht for the snow plowing season, second by Supervisor Heikkinen. Motion carried 5-0.

Old Business:

Video equipment remote meeting/quote RD Design: Supervisor Heikkinen received a quote from EPA Audio Visual Inc for video equipment to record and put on line Township Meetings for \$27,186.49 and from RD Designs \$3000 for a new website. Supervisor Heikkinen talked with Heather Lemieux with the WC Auditor/Treasurer Office and she thought it would be covered because: "According to the proposal, the Township is purchasing this equipment so the board meeting can be held remotely. Which would improve telework capabilities. One word of caution, the project needs to be paid for and in use by December 1st in order to fully be CARES eligible if the Township is submitting the money to the County. It would be the November 15th date if the Township is administering the CARES money themselves."

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Discussed that once we get high speed internet we will be able to live broadcast our meetings. Nathan Elam with EPA Audio Visual has said that some parts might be back ordered, but he would write an invoice if we have 75% of the equipment here, then when the last piece comes they would install but bill us before the Dec 1 deadline. We will get a 110 electric outlet installed and a phone line put in for the equipment. Discussed if the equipment would be covered for sure. Supervisor Heikkinen will double check again to be sure it will be covered. Motion by Supervisor Heikkinen that we spend \$27,186.49 for the system from EPA Audio, contingent upon further guidance from Heather Lemieux about posting the videos after the fact, if that still complies if we are posting after the fact, we can go ahead with the bid, if not we won't. Second by Supervisor Forsman. Motion carried 3-2.

RD Designs: Quote for new website: Quote received to redesign website, all maintenance, hosting, domain name, basic SEO, Blog, google analytics, google mailbox, security, mobile, privacy, social media, unlimited forms, images and videos included for \$3000 for one year. Some of the Supervisors had a concern about use of the Township logo. The MAT Attorney said that there may be common law trademark protection if used on private material and the board can ask to have it removed. Will call our Township attorney to attend a meeting to answer questions. Motion by Supervisor Heikkinen to approve RD Designs to take over our website and contract with him for a year, second by Supervisor Ness. Discussed getting another quote. Motion withdrawn to look for another quote.

Security System: Have not reserved a second quote, will continue to try to get another quote.

COVID funding Maple Lake Fire: Money has been requested for PPE for the fire department. Supervisor Heikkinen made a motion to donate \$2000 of COVID funding to Maple Lake Fire, second by Supervisor Klein. Motion carried 5-0.

DNR Grant: Supervisor Klein still working with Hakanson Anderson the grant would be for 91st and Bishop not the dead end portion, so he recommended throwing that out and reducing our contribution to \$150,000 because we will have to fund the engineering ourselves. Motion by Supervisor Ludenia to reduce our share from \$250,000 to \$150,000 for the DNR grant, second by Supervisor Heikkinen. Motion carried 5-0.

Policy & Procedures: Supervisor Heikkinen thinks we should have a policy that any video or audio recordings made by employees regardless of the recording media while driving in or upon Township owned equipment or otherwise obtained in the course of employment shall remain the property of Silver Creek Township and not be used in any manner for personal needs without authorization by the Township Board. Will ask about this when our Attorney comes to a meeting. Another new policy should be about using the official Township logo other than for official Township business by employees shall be strictly forbidden. Clerk also gave some samples for other policies that were recommended by the Auditor.

Storage Cabinets: Supervisor Forsman made a motion to get storage cabinets in the storage room for use by the clerk for approximately \$1500 as stated at the last meeting, second by Supervisor Heikkinen. Amended to \$1599. Motion carried 5-0.

New Business:

Health insurance 2021: Received copy of the new rates. Rate is still under the \$1000 that was approved in the past. Motion by Supervisor Ludenia to continue with our current medical insurance reimbursement plan, second by Supervisor Heikkinen. Motion carried 4-0-1 abstained Chris Klein, interested party.

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Hoffman Construction Freeway work-use of hall: They would like to use the hall to hold their meeting that they have with the State, Federal Highway, PCI and other company representative. They may not need it this season but sometime over the winter and next year's construction season. They would need to be COVID compliant. They have given us 6000 yards of fill and will be willing to bring any excess black dirt to us. Supervisor Heikkinen to allow Hoffman Construction to use the Town hall for meetings, second by Supervisor Ludenia. Motion carried 5-0.

Approve release of information: Clerk has received a request for employee total income and just wanted to get approval to give out the information. Motion by Supervisor Heikkinen to approve the release of information according to Attorneys information for gross total only. Died for lack of a second. Request for information will be brought to the board in the future.

Annual Sign Report: Should we be checking on the reflectivity of the signs for the report. Should one of the maintenance employees come in early to check the signs? Yes they should get it done.

Misc: CMRP met today and are working on getting people involved again. They will be meeting this Thursday with Federal Highways and MNDOT.

Adjournment: Motion by Supervisor Forsman to adjourn, second by Supervisor Ludenia. All present in favor. The meeting adjourned at 8:55 pm.

Respectfully Submitted
Silver Creek Township Clerk
Nancy Betzler
October 20, 2020 Minutes
Approved by Board of Supervisors
11/05/2020

