

Silver Creek Township
Special Supervisor Board Meeting Minutes
December 13, 2022

Silver Creek Township

Silver Creek Board of Supervisors met on Tuesday, December 13, 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. Eight people were in attendance and two people were on Zoom at the start of the meeting.

Board Members Present:

Sandy Forsman, Vice Chair
Mike Helman, Supervisor

Barry Heikkinen, Supervisor
Dan Ness, Supervisor
Julie Urbatch, Clerk

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

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 DISBURSEMENTS FROM 12/06/2022

Motion made by Supervisor Ness to approve the disbursements from 12/06/2022. Seconded by Supervisor Helman. Motion carried 4-0.

FIRE PROTECTION CONTRACT WITH MONTICELLO

Fire Chief Mike Mossey and Finance Director Sarah Rathlisberger were in attendance. Supervisor Helman gave an overview in which the City of Monticello, after reviewing the contract, wants a per parcel fee. We currently have 1022 parcels within the fire district that Monticello covers with 631 parcels with a home, of which we are being charged. In reviewing those contracts the last 20 years, the language was laid out for "each tax identified parcel that's determined from the Wright County Assessor." The contract language hasn't changed in the last 20 years and it needs to be updated. Sarah is open to do a 2-year contract to bring it up to today's standards. That will give us a couple of years to work on the contract and bring the language up to date, with an acceptable agreement between both parties. Sarah came back to me with some numbers: we have 631 parcels that have homes on it and she came back with a price of \$68 per parcel with a home in 2023 and in 2024 will be moved to \$75 per parcel with a home. Supervisor Helman supports this contract. The contract language will be the same as prior years' contracts. Sarah explained costs have increased due to inflation. The City of Monticello will provide us with a quarterly fire report so we are aware of the amount of calls within our Township. Supervisor Heikkinen made a motion that we accept the contract with Monticello Fire Department for the years of 2023, showing an increase to \$68 per parcel with a home and for 2024, showing an increase to \$75 per parcel with a home, as written in the contract. Supervisor Helman seconded the motion. Motion carried 4-0.

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CLERK POSITION

Supervisor Heikkinen reported that we had seven applicants and all were interviewed by the interviewing team for the Clerk position. A spreadsheet indicating each candidate by a ranking number was presented to the Board by Supervisor Heikkinen, which showed how each candidate scored in different areas. Supervisor Helman made a motion to contact Candidate #1 first. If Candidate #1 declines the offer, move the offer to Candidate #2. If Candidate #2 declines the offer, we will reconvene at the next meeting (December 20) for discussion on further candidates. Starting pay will be \$27.00 per hour and after 90 days move to \$28.00 per hour; offer 16 hours of PTO time. Seconded by Supervisor Heikkinen just for discussion. Discussion: Supervisor Heikkinen wants to extend our offer up to Candidate #3 without a contract if Candidates 1 & 2 decline. If that person declines, move to Candidate #4. Supervisor Helman amended his motion to include the first four candidates starting with #1. Seconded by Supervisor Heikkinen. Carried 3-0 with Supervisor Ness abstaining.

Supervisor Forsman made a motion to appoint Nancy Betzler as Clerk during the interim after Clerk Urbatch's last day of December 27, 2022 until the new Clerk is appointed. Beyond that Nancy would be here to train the new Clerk. Seconded by Supervisor Heikkinen. Motion carried 3-0 with Supervisor Ness abstaining.

MAINTENANCE POSITION

Vice Chair Forsman stated that we have three more applicants for the Maintenance position and wants to have Supervisor Helman and maintenance worker Chris Klein on the interviewing team. Clerk Urbatch will set up the interviews. Supervisor Helman made a motion that we interview the three applicants to fill the two positions (one full-time and one part-time). Supervisor Heikkinen seconded the motion. Discussion that the newly hired maintenance person would have the same benefits as the previously-offered maintenance positions, depending on their experience and qualifications. Motion carried 4-0.

ADJOURNMENT: Supervisor Ness made a motion to adjourn. Seconded by Supervisor Heikkinen. Carried 4-0. Time: 7:46 p.m.

Respectfully Submitted,

Julie Urbatch
Silver Creek Township Clerk
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Approved by Board of Supervisors
December 20, 2022

