

## ***Silver Creek Township***

On Tuesday June 20, 2017, the Silver Creek Board of Supervisors met at the Silver Creek Town Hall located at 3827 134<sup>th</sup> Street NW, Monticello, Minnesota 55362, Wright County, and State of Minnesota. The meeting was tape recorded for transcribing purposes only.

Chairman Ludenia called the meeting to order at 7:00 p.m. There were 12 people in the audience at the start of the meeting. Roll call was taken by the Chairman.

### Board Members Present

Mike Ludenia, Chairman  
Dan Ness Supervisor  
Sandy Forsman, Supervisor  
Chris Klein, Supervisor

Barry Heikkinen, Supervisor  
Lenore Johnson, Treasurer  
Nancy Betzler, Clerk

Board Members Absent: None

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

**OPEN FORUM:** Bob Esse commented that there were few residents at the Clean-Up Day that made donations to the Township over the amount of their bill. Moved Clearwater Township to Open Forum. Bill Langenbacher and Scott Miller were present to discuss town line roads 150<sup>th</sup> and Elder Ave. Clearwater Township has approved \$15,000 to spend on engineering the projects and would like Silver Creek to approve funds to having the engineering done. They would like to get the engineering done this year to get the project started. It would be about a 4 year project. It was agreed to have Hakanson Anderson give us an estimate on what the engineering cost would be. Someone from the Clearwater & Silver Creek Board will meet with the engineer. Bill Langenbacher will make the appointment. Will meet again in August to discuss the cost. Representatives from Clearwater & Silver Creek met on Elder Ave to discuss what needs be done to the road. They discussed improvements needed to ditches and the water issues in Hasty. Clearwater would like to do the road improvements to the road in 2018 and chip seal the following year. Will get the engineer and contractors to look at it and give ideas and prices. Will discuss again at the August 15<sup>th</sup> meeting.

**APPROVAL OF THE AGENDA:** Motion to approve by Supervisor Ness. Second by Supervisor Forsman. All present in favor. Motion Passed.

### **Approval of the Consent Agenda Items:**

Regular Meeting Minutes 06/06/2017, List of Claims (List of Disbursements presented to Board at Meeting) – Included check numbers 14464-14520 in the total amount of \$95,029.96. Affidavits of Official Interest in Claim. Motion to approve by Supervisor Forsman, second by Supervisor Heikkinen. Motion Passed 4 yes 1 abstained Supervisor Klein, interested party.

<b>Audit of Claims:</b> 14486 Great American Financial	\$ 65.00
14489 Hakanson Anderson	5,080.00
14496 Johnson Material	562.89

Motion by Supervisor Ness to approve Audit of Claims. Second by Supervisor Klein. All present in favor. Motion Passed.

**Clerk Report:** Expenses for Clean-Up Day were \$6670.80 Income was \$3722.90 so cost to the township was approximately \$ 2700.00. Discussed the cost for the light in the hall parking lot. Motion by Supervisor Ness to allot up to \$1200 for installation of pole and single head light in parking lot. Second by Supervisor Forsman. All present in favor. Motion Passed. Passed on a comment of the good job done on Crofoot. Clerk attended training and there was a lot of good information, we will need to budget for an audit next year and election equipment. It was recommended by MAT that we get a cheap phone for employees use, rather than give money in pay check for them to use their personal phone. Motion by Supervisor Heikkinen to give a 15 cent per hour raise to Brian to offset phone cost. Second by Supervisor Ness. All present in favor. Passed. Motion to approve by Supervisor Forsman. Second by Supervisor Ness. All present in favor. Motion Passed.

#### **TREASURER'S REPORT**

Treasurer Lenore Johnson presented the following Treasurer's Report:

Balance before 06/20/2017 Claims:

Revenue Account:	\$ 206,040.77
Road & Bridge Acct:	<u>\$ 326,721.90</u>
Total Available	532,762.67
Fire Account:	\$ 54,833.14
Contingency Fund:	\$ 9,107.05
Checks out	\$ 59.95
Checking	\$ 328.55
To Deposit/Revenue	\$ 260.00
To Deposit/ R&B	\$ 1,871.70

Police Fines

Motion to approve Treasurers report by Supervisor Forsman. Second by Supervisor Ness. All present in favor. Motion Passed.

#### **New Business**

Traffic Counters: Discussed the need for new traffic counters. The ones we use are 15-20 years old. Motion by Supervisor Ness to at allot up to \$1000 for investment in traffic counters. Second by Supervisor Heikkinen. All present in favor. Motion Passed.

#### **Old Business**

Update Bishop: Supervisor Ness talked to one resident about signing the paperwork and they came in today to sign. There are now only 2 residents to sign. We also need 8 signatures on the petition to go ahead with the project. Hearing would be the third Tuesday of July. Will be getting an estimate for tree trimming.

Clearwater Mutual Aid: Reviewed the Agreement and made a few changes. Add to small equipment and schedule of charges for personnel to read the current wage and not \$25. Clearwater Twp will rework and send the revised copy.

Hall Rental: Will continue to use our current agreement.

Review Employee Handbook: If we are following the handbook when we have a part time employee that is working full time hours they should be considered full time. Discussed regular full time and regular part time. Motion by Supervisor Ludenia to change Chris Klein to regular full time employee with benefits. Second by Supervisor Heikkinen. Motion Passed 3 yes, Ludenia, Forsman, Heikkinen. 1 no Ness. 1 abstained Klein, interested party.

Brian had some questions: He felt he has sick time he should be able to carry over and how the PTO is accrued. We will checking out sick time usage for past years. Brian would like to be able to start the work day time as work needs come up and not have set times. If start time needs to be changed, notify a board member. There should never be 2 people off work at the same time. The maintenance department hours will be 6:30 to 3:00 in the summer, 7:00 until 3:30 winter hours. Motion by Supervisor Ness that we add an addendum page made to our current handbook stating that the maintenance hours are 6:30 to 3:00 from May through September and 7:00 to 3:30 form October through April. Second by Supervisor Ludenia. Friendly amendment by Supervisor Heikkinen to add or as approved by the board. Motion passed 4 yes, 1 abstained by Supervisor Klein. Discussed the needs for upgrading our road records. Discussed when Chris Klein benefits should start. He start earning benefits following the handbook, starting 90 days as of June 18, 2017. Days off should be requested through the clerk. When OT is required one of the board members need to be called. Lunch time needs to be taken. Update Resolution Road Striping. Motion by Supervisor Ness to accepted the resolution as written. Second by Supervisor Forsman. All present in favor. Motion Passed.

#### **MAINTENANCE REPORT**

Brian was present to give report. Gravel Hauling is complete. Grading roads as moisture is received. The curve on Elder is completed, seeded and delineators put up so cars don't continue cutting the curves. We received culverts for our supply and the Bishop Ave Project. Started to spray for noxious weeds, the mowing will start after the spray has time to kill the affected weeds. Graveling driveways and approaches after the roads that have been graveled to bring up to the current road level. Marked all the trees that need to come down on the Bishop Ave project so affected landowners have an idea which trees are coming down. Will be working on culverts that need to go in, mowing weeds and start to shoulder next month. They will be putting in culverts on 97<sup>th</sup>, Endicott and clean out one on 145<sup>th</sup>. Supervisor Ludenia suggested hiring it out to save time. Motion to approve the report by Supervisor Ness. Second by Supervisor Ludenia. All present in favor. Motion Passed

**Misc.** None

**Adjournment:** Motion by Supervisor Forsman to adjourn. Second by Supervisor Heikkinen. All present in favor. The meeting adjourned at 9:55 pm.

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Respectfully Submitted  
Silver Creek Township Clerk  
Nancy Betzler

June 20, 2017 Minutes  
Approved by Board of Supervisor's  
07/06/2017

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