

Supervisor Board Meeting Minutes  
April 21, 2022

## ***Silver Creek Township***

On Thursday April 21, 2022 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.

Chair Mike Ludenia called the meeting to order at 7:00 p.m. There were 6 people in the audience at the start of the meeting and 1 on zoom.

### Board Members Present

Mike Ludenia Chair	Sandy Forsman, Supervisor
Barry Heikkinen, Supervisor	Julie Urbatch, Clerk
Dan Ness, Supervisor	Nancy Betzler, Deputy Clerk
Chris Newman, Supervisor	

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

Civil Engineering Site Design: Scott Dahlke presented bid results for our Overlay and Chip Seal projects.

Motion made by Supervisor Ness to accept these bids as tabulated and set before us and further discussed which we will award; seconded by Supervisor Heikkinen. Carried 5-0

### **OPEN FORUM**

Tom Vanek: Expressed concern about the PVC pipe lying across the sidewalk in the front of the building. The Town will mark it.

**REVIEW AND APPROVAL OF AGENDA** Motion by Supervisor Ness to approve the agenda with the addition of accepting the quotes for crack filling, seconded by Supervisor Forsman. Carried 5-0.

### **APPROVAL OF CONSENT AGENDA ITEMS**

Regular Meeting Minutes 4/05/2022

List of Claims (Disbursements). Motion by Supervisor Ness to approve. Seconded by Supervisor Forsman. Carried 5-0.

### **AUDIT OF CLAIMS**

Checked the disbursement for this month:

Check #	17441	MN Benefit	\$ 484.00
	17446	Runnings	\$ 7.89
	17453	Towmaster	\$ 82.50

Motion by Supervisor Heikkinen to approve audit of claims, second by Supervisor Newman. Motion carried 5-0

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**CLERK/TREASURER'S REPORT**

Training: Clerk Urbatch is going to Clerk Training on 5/16/2022 and Election Training on 5/18/2022.

Window Cleaning: would like to hire Kathy Kuyava (cleaning person) to clean our windows for \$100.00. Chair Ludenia made a motion to hire Kathy to clean the windows; seconded by Supervisor Heikkinen. Motion carried 5-0.

Mills Fleet Farm: Discussed opening up an account with Fleet Farm. Motion made by Chairman Ludenia to open an account with Fleet Farm; seconded by Chairman Heikkinen. Motion withdrawn. Motion made by Supervisor Ludenia to get another Cortrust Bank credit card for maintenance as authorized signers; seconded by Supervisor Heikkinen. Carried 5-0

Town Law Review: Emailed to the supervisors. Post as special meeting in the event more than two supervisors attend.

<u>Balance as of March 31, 2022</u>		<u>Current Month to Date</u>	
General Fund :	\$ 110,353.38	Revenue	\$ 1,177.18
Road & Bridge Acct:	377,523.36	Deposit/R&B	175.50
ARPA Fund	<u>135,728.54</u>	Disbursements	87,725.85
Total R&B/GF	623,605.28		
Fire Fund Total	\$ 54,456.89		
Contingency Fund	9,120.61		
Checks Out	2,027.50		
Checking	24,573.90		

Motion made by Chairman Ludenia to approve the Treasurer's report; Seconded by Supervisor Ness. Carried 5-0

**MAINTENANCE REPORT**

Crack filling Quotes: Bertram Asphalt and Astech. Motion made by Supervisor Ness to accept the two quotes; Seconded by Supervisor Heikkinen. Carried 5-0

Shop Furnace: Electrical work needed to be done to complete the installation of the heater. S&P Electrical did the work on 4/21/2022.

Loader: Will go in for transmission repair on 4/27/2022.

Replacing Doors: Discussion if we should replace the doors in the hall and shop; will replace the weather stripping and thresholds; closures are weak. Chris Klein will get estimate from Buffalo Lock & Key.

Restroom Dividers: Dividers in the restrooms are getting rusted. Maintenance will strip and repaint.

Mack 2 Truck: Rear tires are getting close to not making DOT. Tire Solutions do not handle the Michelin tires for the truck. They found them at West Side Tires. They will honor the State Bid price now, \$790 each but when the six they have are gone, the price will increase. Motion made by Supervisor Heikkinen to spend up to \$3200 for four tires for the Mack 2 truck; Seconded by Supervisor Forsman. Carried 5-0

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Contingency Fund: Discussed the use of this fund. The fund has approximately \$9000. at this time. The account is dormant and the bank wants us to do something with it. Supervisor Heikkinen made a motion to transfer \$500 from the General Fund to the Contingency Fund; Seconded by Chairman Ludenia. Carried 5-0

### **OLD BUSINESS**

Johnson Materials/Johnson Crushing 1.5% late charge: Supervisor Ness made a motion to accept Johnson Materials quote for crushing with addendum that the 1.5% late charge is waived. Seconded by Chairman Ludenia. Carried 5-0

Schmitz Excavating – Correct Proposal: Supervisor Ness made a motion to accept the corrected proposal, as written; Seconded by Supervisor Heikkinen. Carried 5-0

Application for part-time Maintenance: We don't have a need right now. We will keep his application on file.

Approval of Library Funds: Moved to July

94<sup>th</sup> Street: Table for later

Midco: Supervisor Heikkinen made a motion for Chairman Ludenia to sign the Letter of Support, on behalf of the Board, in support of Midco's Wright County Broadband Grant proposal; Seconded by Supervisor Ness. Carried 5-0

### **NEW BUSINESS**

Spring Clean-up Rates: Supervisor made a motion to keep rates the same; Seconded by Supervisor Ness. Discussion about tractor tires and tires with rims. Motion amended by Supervisor Heikkinen to add tires with rims for additional \$5.00 and tractor tires \$10.00; Seconded by Supervisor Ness. Carried 5-0

ARPA Fund Loss Revenue Resolution: Will check into the total money we should receive before passing the resolution.

Town Equipment: Discussed the possibility of using our equipment in emergency situations to help other agencies. Will check about our liability with MATIT insurance to see that we would be covered while doing this type of work.

### **MISCELLANEOUS**

Continued talk about the overlay quotes until May meeting.

Move 2<sup>nd</sup> Meeting in May: Discussion on moving the 2<sup>nd</sup> meeting in May to the 3<sup>rd</sup> Tuesday (May 17). Supervisor made a motion to move the second meeting in May to the third Tuesday of the month; seconded by Supervisor Newman. Discussion to move all future meetings back to the regular schedule: first and third Tuesday of month. Supervisor Heikkinen amended his motion to all meetings move back to the regular schedule beginning May 1; Seconded by Supervisor Newman. Carried 5-0

### **ADJOURNMENT**

Motion made by Supervisor Heikkinen to adjourn the meeting. Second by Supervisor Newman. Meeting adjourned 8:20 p.m.

Approved

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Respectfully Submitted,

Silver Creek Township Clerk  
Julie Urbatch  
April 21, 2022 Minutes  
Approved 05-03-2022

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