

Silver Creek Township

Supervisor Board Meeting Minutes

Tuesday, March 19, 2024

Call to Order

- Charman Newman called the meeting to order at 7:00pm on Tuesday, March 19, 2024 at the Silver Creek Township Hall.

Board Members Present:

Chris Newman, Chairman
Mike Helman, Vice-Chairman
Ryan Nelson, Supervisor

Sandy Forsman, Supervisor/Road Authority
Brandon Geyen, Supervisor

Present: Heidi Eckerman, Clerk/Treasurer

3 members of the public were in attendance, 1 online

Open Forum for Citizen Comments:

- Dan Kisscht spoke to make the Board aware of the dangerous road conditions at County Road 7 and 120th. The Road Boss will work with Maintenance Staff to review the township road and work to level the hill. Maintenance will also contact the County to review signs and trees obstructing views.

Review and Approval of Agenda:

- Motion made by Supervisor Nelson to approve the agenda. Seconded by Supervisor Forsman. Carried 5-0.

Approval of Minutes and Disbursements:

- Chairman Newman questioned the status of the Board of Audit meeting minutes as they were not on the agenda. Town Clerk Eckerman replied they were not ready yet.
- Supervisor Nelson motioned to approve the minutes from 3/7/2024. Seconded by Vice-Chair Helman. Carried 5-0.
- Supervisor Geyen questioned the List of Disbursements noting two duplicate checks were issued for the same invoice: 18683 and 18687 issued for \$1,968.89; both to Ziegler, Inc; both noting the same invoice number. Town Clerk Eckerman responded she did not know why that occurred and will void check 18687.
- Chairman Newman noted check 18685 for Legal ads for Quotes on Seal Coat & Overlay was paid out of the General Fund. As this was for Road & Bridge, he questioned why this was not paid from R&B Fund. Town Clerk Eckerman responded this was how it was paid in the past. Chairman Newman requested Town Clerk Eckerman review again and pay from R&B Fund.
- Supervisor Nelson motioned to approve the List of Claims and Disbursements with the noted changes. Seconded by Supervisor Geyen. Carried 5-0.

Audit of Claims

- Chairman Newman selected 5 checks to be audited to List of Disbursements. No discrepancies were noted by the Board.

Clerk/Treasurer Report

- Town Clerk Eckerman read the Treasurer Report listing the Town's finances by fund as of 2/29/2024. She also read the ending balances as of March 19, 2024 post disbursements.
- Supervisor Nelson motioned to approve the Treasurer Report. Seconded by Supervisor Geyen. Carried 5-0.
- DNR Forestry issued a Burning Ban effective 8am March 18, 2024. The Township cannot issue burning permits during this time.

Maintenance Report

- Grading and shaping of gravel road with pulled shoulders this week and into next.
- Gravel Hauling will start week of March 25th.
 - 5000 yards @ \$5.86/yd to Bjorklund
- Chloride will start after gravel hauling.
- Removed two old culverts off 150th.
- Reviewed resident concerns about brush mowing and conditions left afterward.
- Engineer sent off contracts for signatures.
- Schmitz Excavating Proposal was discussed for 2024 equipment and labor rates.
 - Vice-Chair Helman motioned to approve Schmitz Excavating proposal. Seconded by Supervisor Geyen. Carried 5-0.

Old Business

- Supervisor Helman discussed items from the Annual Town Meeting. Resident concern about unapproved meeting minutes being made available. Per the Township's Administrative Policy, only approved meeting minutes can be released and posted as public information. The Board agreed no change was needed to the policy.
- SCT Tires agenda item was not discussed.

New Business

- The Board discussed the upcoming Clean-up Day on May 4, 2024. Supervisor Forsman thought some of the prices were too low, especially since the Township did not break even from last year's event. Chairman Newman noted the Board should compare the pricing to the County Recycling charges and see if any items should be addressed. He suggested to continue the discussion to the next board meeting.
- Chairman Helman discussed the Highway 25 PEL study. The website and additional information have been posted on the Silver Creek Township website.
- Chairman Newman motioned to close the meeting for purpose of discussing employee performance per Minn. Stat. 13D.05, subd. 3(a). Seconded by Supervisor Forsman. Carried 5-0.

Adjournment

- Supervisor Geyen motioned to adjourn the meeting at 8:47pm; seconded by Supervisor Forsman; Carried 5-0.