

# HAWLEY TOWNSHIP MEETING MINUTES

Location: 405 6<sup>th</sup> St. Hawley

Date: April 7, 2026

**Chairman Rick Weaver opened the meeting at 7:00 pm with the Pledge of Allegiance.**

**Present:** Chairman Rick Weaver, Supervisor Everett Nelson, Supervisor Keith Cederberg, Treasurer Alissa Wang, and Clerk Denise Graunke.

**Approval/Additions to the agenda:** Nelson moved to approve with the addition of discussing purchasing CTAS for the treasurer, Cederberg second, motion passed unanimously.

**Public Comment:** None

**Clerk's Report:** Nelson moved to approve, Cederberg second, motion passed unanimously

**Treasurer's Report:** Nelson moved to approve, Cederberg second, motion passed unanimously.

**Building Permits:** Nelson signed 4 building permits this month

## **Presentation of Bills:**

1. Keith Cederberg, Quarterly Wages, \$172.46, Check 3047
2. Alissa Wang, Quarterly Wages/Salary, \$3,476.26, Check 3048
3. Clay County Fair, General donation, \$100, Check 3049
4. Hawley Herald, annual meeting notice, \$132, Check 3050
5. Hawley Old Timers, Rent and Storage, \$100, Check 3051
6. Denise Graunke, Quarterly Wages/Salary, \$4,364.80, Check 3052
7. Everett Nelson, Quarterly Wages, \$1,229.99, Check 3053
8. Rick Weaver, Quarterly Wages, \$778.96, Check 3054
9. Daren Tangen, Quarterly Wages, \$369.56, Check 3055
10. Greg Kordosky, 2026 Assessment, \$2,610, Check 3056

**Nelson moved to approve the payment of bills, Cederberg second, motion carried.**

## **Correspondence:**

1. Boone's Excavating Advertisement
2. West Central Regional Water District Hearing
3. Maple River to Cuyuna Transmission Line information

## **OLD BUSINESS**

### **General Business:**

1. Joint Annexation Resolution between Township and City: Our attorney received a letter from Zenas' office, she will reply by Monday
2. Web site, .gov address - clerk is working on in May for June deadline
3. Attorney bill for Manthe's Subdivision: Nelson has not heard back from Manthe

### **Road and Bridges:**

1. Larson Hearing Update - Our attorney drafting a letter this week
2. Fence in road right of way on 50th Ave S - Update: Fence will get removed!
3. Amendment to Road Gravel Policy, Driveway Access Police - Attorney has to review
4. Road Maintenance Policy, Weed Control Policy - no updates

### **Fire and HERT:**

1. Review of 1998 Joint Powers Agreement: Nelson will have updates after the next fire meeting

**Landfill:** None - no meeting in March

**Weed and Gopher:** None

**Other Old Business:** None

## **NEW BUSINESS**

### **General Business:**

1. **THE ANNUAL REORGANIZATION OF THE TOWN BOARD**
  1. TOWN CHAIR: Keeping with the tradition of a third-year supervisor assuming chair position, Nelson moved to appoint Rick Weaver Chairman, Cederberg second, motion carried.
  2. VICE-CHAIR: Weaver moved to appoint Everett Nelson as vice-chair, Cederberg second, motion carried.
  3. POTENTIAL CONFLICT OF INTEREST: All supervisors work beyond supervisory functions as Township employees. Aware of this conflict, Nelson moved to approve Weaver, Cederberg second, motion carried. Weaver abstained from voting. Nelson moved to approve Cederberg, Weaver second, motion carried. Cederberg abstained from voting. Weaver moved to approve Nelson, Cederberg second, motion carried. Nelson abstained from voting. In addition, Weaver moved to approve that Nelson can sign building permits, acknowledging that

Nelson works in the building industry, Cederberg seconded, motion carried.  
Nelson abstained from voting.

4. PORTFOLIO ASSIGNMENTS: Weaver is in charge of Roads and Bridges, Nelson is in charge of Fire and HERT, Landfill, and Planning and Zoning, and Cederberg is in charge of Weed and Gopher. Nelson moved to keep these as currently established, Weaver second, motion carried.
5. PORTFOLIO EMERGENCY DISCRETION: Given that emergency issues may arise between scheduled meetings, Nelson moved to allow Weaver with his best judgment authorization to close roads on an emergency basis or perform emergency repairs with a budget of up to \$5,000. Cederberg Second, motion carried. Nelson moved to allow Cederberg with his best judgment authorization to use up to \$5,000 on an emergency basis for items, such as beaver dam removal. Weaver second, motion carried.
6. BANK: Nelson moved to have Valley Premier Bank of Hawley and Bell Bank official depositories, Cederberg second, motion carried.
  - a. In addition, Nelson moved to have the following persons as signatories on all accounts at Valley Premier Bank of Hawley and Bell Bank: Everett Nelson, Rick Weaver, Keith Cederberg, Denise Graunke, and Alissa Wang. Cederberg second, motion carried.
7. NEWSPAPER: Nelson moved to keep the Hawley Herald as the official township legal publication, Cederberg second, motion carried.
8. ATTORNEY: Nelson moved to retain CJB Law, Cederberg second, motion carried.
9. ENGINEER: Nelson moved to continue to retain Apex Engineering as our current engineering firm, Cederberg second, motion carried.
10. NOTICE POSTING LOCATION: Cederberg moved to continue using the north window at the Hawley Senior Center ( Town Hall ), with the secondary posting location being the township website, Nelson second, motion carried.
11. CLERK'S SALARY: Weaver moved to set the Clerk's salary at \$3500.00, Cederberg second, motion carried.
12. TREASURER'S SALARY: Nelson moved to set the Treasurer's salary at \$3000.00, Cederberg second, motion carried.
13. HOURLY RATE: Weaver moved to set the hourly rate for township duties at \$25 per hour. Cederberg second, motion carried.

CTAS for Treasurer: Nelson moved to spend the \$300 one-time payment to get CTAS. Cederberg seconded. Motion carried.

**Road and Bridges:**

1. County Road Agreement: Cederberg moved to approve the county road agreement, with the following changes: adding 28th Ave on hourly maintenance, and removing 1st Ave/16th St (part of city annexation), Nelson second, motion carried.

**Fire and HERT:** None

**Landfill:** None

**Weed and Gopher:** None

**Adjournment:** Weaver moved to adjourn at 8:37 pm, Tangen second, motion carried.

**Rick Weaver, Chairman**

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**Everett Nelson, Vice-Chairman**

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**Denise Graunke, Clerk**

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