HAWLEY TOWNSHIP MEETING MINUTES

Location: 405 6th St. Hawley

Date: April 1, 2025

Chairman Everett Nelson opened the meeting at 7:02 pm with the Pledge of Allegiance.

Present: Chairman Everett Nelson, Supervisor Daren Tangen, Supervisor Rick Weaver, Treasurer Linda Ekre, Clerk Denise Graunke, and Alissa Wang.

Approval/Additions to the agenda: Weaver moved to approve, Tangen second, motion passed unanimously.

Public Comment: None

Clerk's Report: Weaver moved to approve with changes to what should have been written for road overweight permission for Buffalo River, Tangen second, motion passed unanimously

Treasurer's Report: Tangen moved to approve, Weaver second, motion passed unanimously.

Building Permits: None.

Presentation of Bills:

1. Everett Nelson, Quarterly Wages, $776.62, Check 2948
2. Linda Ekre, Quarterly Wages/Salary, $3,028.73, Check 2949
3. Denise Graunke, Quarterly Wages/Salary, $3,455.77, Check 2950
4. Daren Tangen, Quarterly Wages, $295.65, Check 2951
5. Rick Weaver, Quarterly Wages, $846.62, Check 2952
6. Hawley Old Timers, Rent and Storage, $145, Check 2953
7. Clay County Fair, General donation, $100, Check 2954
8. Hawley Herald, Ballots, $32, Check 2955
9. Clay County Treasurer, First ½ 7/1/24-12/31/24 maintenance, $17,940, Check 2956
10. Greg Kordosky, 2025 Assessment, $2,543, Check 2957 * see item 8 under General business for this approval

Weaver moved to approve the payment of bills, Tangen second, motion carried.

Correspondence:

1. Carr's Tree Service Advertisement
2. Turner Sand & Gravel Advertisement

OLD BUSINESS

General Business:

1. in process of setting up meeting with City to establish Joint Power Zoning Authority - no update
2. Election Results, Oaths - Everett Nelson is re-elected Supervisor, and Alissa Wang is elected Treasurer.
3. Web site, .gov address - from the short course this week, Nelson said that the state would like us to establish a .gov address for the website and email communication. Clerk to talk to the Clay County GIS person for help on setup.
4. Finance report, submitted? Yes Linda submitted mid-March
5. Johnson Land Split - Nelson was contacted by Moore Engineering. It meets our current ordinances, so no planning meeting needed
6. Signature Cards update at banks: Weaver moved to add Alissa Wang to the signature cards at Valley Premier Bank and Bell Bank, and remove Linda Ekre, Tangen second, motion carried.
7. Township computers - from the short course this week, Nelson stated that more filing will need to be done online, so recommended getting newer computers for the Treasurer and Clerk. Weaver moved that the Treasurer and Clerk get quotes for new computers to bring to the May meeting, Tangen second, motion carried.
8. Assessor proposal: Weaver moved to accept the contract from Greg Kordosky for the township assessment, Tangen second, motion carried. Weaver moved to pay the fee from last year's assessment, Tangen second, motion carried.

Road and Bridges:

1. Larson Hearing Update - Trial date set for April 14-17, no other updates
2. Fence in road right of way on 50th Ave S - no updates
3. speed limit in Bouton Addition - Rick will check storage unit to see if we have 35 mph signs already, likely need 4-6 signs replaces
4. Muscatell Email - he had asked about getting the road paved along Silver Lake, but that is a County road and not a Township road. Everett talked to him about this.
5. Dust Control Reimbursement: Weaver moved to reimburse 50% of dust control placed on township roads upon presentation of a paid invoice, Tangen second, motion carried. Clerk will prepare to send out mailing to township residents. Nelson said we can also include information about Cleanup week this year, as Hawley will not have one.

Fire and HERT: no update, meeting later this month

Landfill: None.

Weed and Gopher:

1. Road Spraying Agreement - Insurance requirement has been updated. Action item for Clerk to provide LM Road Agreement for May meeting and see what their insurance is as of now.

Other Old Business: None

NEW BUSINESS

General Business:

1. Pheasants Forever Land Acquisition
2. Amazon Business Account - through Minnesota Association of Townships we can get a business account so some items would not have sales tax.
3. Paid family Leave Requirements and reporting: Linda has already setup this account with our accountant. Weaver moved that the township will contribute 100% of this as the employer, Tangen second, motion carried.
4. **THE ANNUAL REORGANIZATION OF THE TOWN BOARD**
    1. TOWN CHAIR: Keeping with the tradition of a third-year supervisor assuming chair position, Weaver moved to appoint Daren Tangen Chairman, Nelson second, motion carried.
    2. VICE-CHAIR: Nelson moved to appoint Rick Weaver as vice-chair, Tangen 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 Tangen, Weaver second, motion carried. Tangen abstained from voting. Nelson moved to approve Weaver, Tangen second, motion carried. Weaver abstained from voting. Weaver moved to approve Nelson, Tangen second, 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 Tangen is in charge of Weed and Gopher. Nelson moved to keep these as currently established, Tangen 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. Tangen Second, motion carried. Weaver moved to allow Tangen with his best judgment authorization to

use up to $5,000 on an emergency basis for items, such as beaver dam removal. Nelson second, motion carried.

6. BUILDING PERMITS: Nelson is employed in the building supply industry and approves building permits for the Township. Weaver moved to authorize Nelson to issue building permits, Tangen second, motion carried. Nelson abstained from voting.
7. BANK: Weaver moved to have Valley Premier Bank of Hawley and Bell Bank official depositories, Tangen 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: Daren Tangen, Everett Nelson, Rick Weaver, Denise Graunke, and Alissa Wang. Tangen second, motion carried.
8. NEWSPAPER: Nelson moved to keep the Hawley Herald as the official township legal publication, Tangen second, motion carried.
9. ATTORNEY: Weaver moved to retain CJB Law, Tangen second, motion carried.
10. ENGINEER: Weaver moved to continue to retain Apex Engineering as our current engineering firm, Tangen second, motion carried.
11. NOTICE POSTING LOCATION: Weaver moved to continue using the north window at the Hawley Senior Center (Town Hall), with the secondary posting location being the township website, Tangen second, motion carried.
12. CLERK'S SALARY: Nelson moved to set the Clerk's salary at $3500.00, Weaver second, motion carried.
13. TREASURER'S SALARY: Nelson moved to set the Treasurer's salary at $3000.00, Weaver second, motion carried.
14. HOURLY RATE: Weaver moved to set the hourly rate for township duties at $25 per hour. Tangen second, motion carried.

5. MAT Dues: From the spring short course, there are proposed increases to the dues for Minnesota Association of Townships.These would be voted on in the 2026 Spring Short Course meetings.
6. Zoning policies and Road Approaches: Nelson is to look at these to develop official policies around them.

Road and Bridges:

1. County Road Agreement: Weaver moved to approve the county road agreement, Tangen second, motion carried.
2. Road policies, snow, gravel maintenance: Weaver is to get these policies from the county so that we can adopt similar policies. Recommended by the township association.

Fire and HERT: None

Landfill: None

Weed and Gopher: None

Adjournment: Weaver moved to adjourn at 8:19 pm, Tangen second, motion carried.

Everett Nelson, Chairman _____

Daren Tangen, Vice-Chairman _____

Denise Graunke, Clerk _____