



## **Minutes**

Board of Supervisors Meeting  
February 20, 2018 @ 7:00 PM

### **1. CALL MEETING TO ORDER**

R. Keller called the meeting to order at 7:00 pm and the Pledge of Allegiance was recited.

**Members Present:** Chairperson R. Keller, Vice Chair B. Seekon, Supervisor L. Johnson, Supervisor C. Cagle, Supervisor T. Nelson

**Members Absent:** None

**Others Present:** Treasurer S. Aker, Deputy Clerk B. Schule, Town Clerk K. Wood, 7 people (signed in).

### **2. REVIEW & APPROVE THE AGENDA**

**B. Seekon made a motion to approve the agenda. L. Johnson seconds the motion.**

T. Nelson added E to new business for Lions Fireworks for Stacy daze

B. Seekon wanted to add F to old business for the parking lot lights.

**All in favor, motion carried.**

### **3. APPROVE BOARD MEETING MINUTES FROM JANUARY 16, 2017**

**T. Nelson made a motion to approve the Board meeting minutes from January 16, 2018.**

**B. Seekon seconds. All in favor, motion carried.**

### **4. REVIEW & APPROVE CONSENT AGENDA**

**L. Johnson made a motion to approve the consent agenda. B. Seekon seconds. All in favor, motion carried.**

### **5. TREASURER COMMENTS**

S. Aker – no comments



## **6. COMMITTEE REPORTS**

### **a. Planning & Zoning**

B. Seekon stated that Mike Olson is resigning as chair and will leave the committee. They talked about the zoning admin position and the need to hire someone to do it.

B. Seekon mentioned the people that requested the permit for the farm to hold weddings. But the people don't live there and the committee voted to refund the permit fee.

### **b. Roads**

T. Nelson said the roads were all snow covered with wind back done nicely. No complaints have been called in.

M. Fehrman mentioned that the resident on 337<sup>th</sup> called and maintenance did not plow close enough to his mailbox because it was set back.

R. Keller said that if the person cannot clear by his mailbox then he needs to hire someone or come to the board.

T. Nelson talked about the right-of-ways and clearing them. T. Nelson stated that there isn't that much to clear on most of the roads.

M. Fehrman asked about some trees that were in the ROW and asked what they are supposed to do when the owner won't let them remove the trees.

There was discussion regarding the trees over 6" in diameter and the Clerk is going to check with MAT on this.

### **c. Maintenance Comments**

M. Fehrman asked about the medical insurance. He passed out sheets to the board with his questions and comments.

The last documented policy states it is \$850 and \$100 into an HSA.

C. Cagle stated the previous personnel were getting paid \$850 plus \$150 put in an HSA.

M. Fehrman stated he should get what the pervious employees were getting.

C. Cagle stated we cannot pay them a separate check for the insurance.

T. Nelson stated if that what was documented, then the \$850 has to be followed because that is what is documented.

C. Cagle stated that she brought it to the board but she assumed that M. Fehrman was going with the family plan. C. Cagle had told M. Fehrman has to come to the board and ask about it.

It was discussed that the employee handbook needs to be updated with the max they will pay for insurance.



B. Seekon said he does not agree they should pay for the remainder because he sees it as them making money on it.

L. Johnson said the Township pays a percentage of the health insurance.

T. Nelson stated that the difference from the \$850 should go into an HSA. There is nothing stating a percentage anywhere. So the point is he should get the rest of that put into an HSA account.

R. Keller stated that it is documented for the \$850 was for previous staff.

T. Nelson said as long as the board understands this situation they need to sit down and discuss.

C. Cagle stated that she had documented and worked on the last manual but that document is unavailable.

R. Keller stated that the maintenance personnel are doing so many things right and fixing equipment that used to be sent out and saved \$1600 vs \$500.

R. Keller stated that they are analyzing the equipment and checking the oil to make sure it is safe to use and saved \$3200 for doing the maintenance themselves.

The maintenance personnel are doing the brakes on the truck saving up to \$5k.

B. Seekon said that is a part of their job.

After much discussion, R. Keller asked to table this item until documented policy is in place and the Board can discuss further.

**d. Cylinder Head Repair:**

The cylinder head has been leaking for years and they looked into fixing it themselves. The quote to have it done was \$16k plus parts.

M. Fehrman said he will take the parts to CAT to get milled out. The gasket broke which leaked oil into the cylinder.

M. Fehrman asked about tires for the tractor for \$2500 which are bald. They need to be replaced. Diamond tread would cost twice as much. Need to get the radial ply.

M. Fehrman said that A1 could come out and change the tires.

**R. Keller made a motion to get the regular tires for the tractor. B. Seekon 2<sup>nd</sup> the motion. All in favor, motion carries.**

**e. Parks**

T. Nelson stated that they will be having a park meeting the end of this month. The sign that T. Nelson brought to the meeting says Tim's Country which they will put up at the park.

**R. Keller made a motion to pay the \$75 for the signs. B. Seekon 2<sup>nd</sup> the motion.**



**All in favor, motion carries.**

T. Nelson asked C. Cagle for the grant paperwork they talked about at last meeting.

**f. Building**

C. Cagle said the bid for the bathroom remodel is \$11,630 to make it ADA compliant. The floor bid came in from Giese Carpet for new wood look type floor.

C. Cagle talked to Hillyard about a floor scrubber 20 inch wide, self-propelled 3yr warranty for \$5195.00. They have a used one for \$4k but feels the extra \$1k would be good to get the warranty where the \$4k has no warranty.

Countertops were looked at also for the bathrooms that would be floating.

Bid came in for tile 4 foot up on the walls at \$5k to complete.

Automated doors to the outside have been looked at and will get bids.

C. Cagle stated they will have the maintenance guys do some of the pipe redo and put in insulation.

C. Cagle stated that we need to purchase the new metal stalls for the bathrooms.

R. Keller stated that the ice machine in the Lions room started to back up. The maintenance crew tried to clear it but there is a 2 inch line that goes all the way under the building to the outside septic tank where it froze. R. Keller is putting some rock salt in the drain by the ice machine so that there is salt in the line to keep it open. R. Keller said we will need to get it fixed this spring.

**G. OLD BUSINESS**

**a. Zoning Administrator and Deputy Zoning Administrator**

B. Seekon stated that the PZ committee had two members absent and the remaining members expressed no interest in the job, so he talked to J. Kramer who would charge a flat 2% to do that job.

R. Keller stated that we are responsible for anything that goes wrong.

B. Seekon stated that we need to set up a contract for J. Kramer for the 2% and lay out what his responsibilities would be.

There would be no deputy Zoning Administrator at this time.

**b. Proposed Text Amendment for Chapter 2, Section 4.18 Solar Energy Systems as it relates to Solar Site Permit requirements.**



B. Seekon stated there will be year round screening on the property.  
L. Johnson asked to strike out #6 and replace with #7.

**B. Seekon made a motion to accept the new changes to Chapter 2, Section 4.18 Solar Energy Systems as it relates to the Solar Site Permit Requirements. L. Johnson 2nd the motion. All in favor, motion carries.**

**c. Seidel (32500 Fenway Ave) Ground Mount Solar**

D. Seidel did not show

**d. Deep kitchen cleaning bid**

Bid came in from Dave to deep clean the kitchen. Board approved

**e. Blue signs**

L. Johnson stated the blue signs are no cost to the Township.

The county will pay \$12 for each sign to be replaced and installed. The Township is looking to hire part time help to come in and change out the signs. They would give the kids \$12 per sign to replace. B. Seekon asked if it included the post and hardware. Yes the post, signs, washers, bolts.

**L. Johnson made a motion to get the blue signs and hire summer help to install.**

**T. Nelson 2nd the motion. All in favor, motion carries.**

**f. Parking lot lights:**

B. Seekon stated the parking lot lights will be done tomorrow (February 21<sup>st</sup>).

The contractor stated if we don't like them he will replace them.

Kelly will order a 3x5 flag.

**H. NEW BUSINESS**

**a. Chisago County Court date for April 27<sup>th</sup> hearing**

The CR19 residents will be affected. Packet of the hearing will be emailed to all members of the board.

**b. 31653 Frontier Ave – Items in Right-of-way**

The DNR called to have saw horses and cable removed from the ROW. The maintenance personnel stopped and talked to the owner about removing the



hazardous material. The owner will remove saw horses and cable and put in orange snow fence.

There is also another property down the road that has the same issue. Township will give them a notice letter to take the material down.

**c. Resolution #2018-4 from Stacy Lions for Park and Rec**

**T. Nelson made a motion to accept resolution #2018-4 from Stacy Lions for Park and Rec. L. Johnson 2nd the motion. All in favor, motion carries.**

**d. Pole Barn for Storage**

R. Keller stated we have a lot of equipment that are sitting out in the open over in the maintenance area.

R. Keller got a quote on a 40x60 pole barn for \$12k. Another quote was \$25k with 14 ft side walls.

T. Nelson asked if we need to make the salt and grit area bigger.

L. Johnson said that we have \$75k in the building fund that we could use part of.

L. Johnson stated we also need to get a building permit.

Troy asked do we want to go 40x60 or could we do 40x40.

C. Cagle said we need to look at hiring temporary help to mow grass and do ditches so that our maintenance personnel could do all the projects on their plate.

T. Nelson said we should look at getting a bid to have someone put up the pole barn.

B. Seekon said if someone else puts it up then they are responsible for any defects.

R. Nelson asked if this is something the board would like to have done. All answered yes.

C. Cagle said what the maintenance guys do for the replacement signs is their business and they can bring as many guys as they want to complete it.

**e. Fireworks for Stacy Daze**

T. Nelson stated the Lions asked him to come to the board to see if they will put in the same amount of \$1k for the Stacy daze fireworks.

**R. Keller made the motion to donate \$1k to the Stacy Daze fireworks. B. Seekon 2<sup>nd</sup> the motion. All in favor, motion carries.**

L. Johnson asked that we get paperwork for the liability insurance



**I. PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)**

D. Stier stated that it is an excellent idea to put up a pole building

What if you didn't build a complete one and just put a roof, fascia and put on siding during the slow time.

R. Keller said he will find out that cost difference.

D. Stier asked if we can make sure that if there is voting going on that the person is local.

S. Sinnea said we should consider the issue of having someone cut the grass. They would report to the maintenance guys and if they don't have grass to cut, then he can have them do other labor.

C. Cagle said we need to put an ad in the paper now to advertise for a person to mow grass in March

**J. CLERK COMMENTS**

Spring short courses from MAT – March 27<sup>th</sup> in St Cloud (C. Cagle, T. Nelson, R. Keller, L. Johnson, K. Wood, B. Schule)

**R. Keller made a motion to spend \$300 for the short course. B. Seekon 2<sup>nd</sup> the motion. All in favor, motion carries.**

To ensure that all people that come in for the annual meeting are residents we will pass out paddles for them. It was asked if we can get a list of residents and check them off at sign in. Yes we can get the list from Chisago County GIS. Much discussion took place on the sign in process and ensures only residents will be the ones voting on anything. If we have their name, address and have them sign the list, then they will get a paddle.

Zoning admin they need someone to send out the notices  
There is something written up for the job zoning admin.

**K. SUPERVISOR COMMENTS**

L. Johnson said that all the fire chiefs met with the County on the radio expense that we are facing. The county is still trying to figure out how they will fund the expense.

T. Nelson and L. Johnson attended the seminar for asphalt and had a nice chat with Jason from Fahner Asphalt. L. Johnson asked if long term planning is to do chip seal or paving.



Double chip seal is better to maintain. After 5-7 years you would do a single layer of chip seal and top seal. So over years you would have 1-1/2 inch of paving.

T. Nelson stated we don't have any measure for the fog coating if they hold up so want to plan on doing a mile stretch with fog coating and a mile stretch without the coating to test the results.

D. Stier asked if there was anyone at the seminar that had the double chip seal. Yes, they had someone over in Franconia that did 6 miles worth done.

On lesser traveled roads it could be up to 10 years before a new layer would be put down.

R. Keller said he is glad that T. Nelson and L. Johnson went so they could get the same information. R. Keller stated the quotes have doubled from last year for the chloride coating from Northern Salt. For a one mile stretch of road it was \$1k last year and this year is will cost \$2500 for the same mile stretch.

T. Nelson said we have to do something because the cost of maintaining roads we have spent 1.2 M for the last 6 years. He talked to MNDOT to see about getting actual pricing for getting the roads done.

T. Nelson said that 340<sup>th</sup> needs to be looked at because the road is hazing. Also hazing is taking place on 320<sup>th</sup> by Falcon.

B. Seekon replaced the routers over at the maintenance building. He said that he would like to look at putting in one here at the hall to make this building able to talk to the Lion's area to make like a network in house. L. Johnson asked if the cameras are 5g to be compatible.

C. Cagle has a lot of scheduling for bids along with scheduling for the work to get done.

R. Keller mentioned the meetings that are coming up.

#### **L. UPCOMING MEETINGS**

- ❖ Park Committee Meeting – February 27, 2018 6:00 pm
- ❖ Road Committee Meeting – February 27, 2018- 7:00 pm
- ❖ CCATO Meeting – February 28, 2018 – 7:00 pm
- ❖ Joint Powers Meeting – March 5, 2018 – 7:00 pm
- ❖ Annual Meeting – March 13, 2018 – 7:00 pm
- ❖ P&Z meeting – March 14, 2018 – 7:00 pm
- ❖ Board Meeting - March 20, 2018- 7:00 pm



**M. ADJOURN**

**B. Seekon made a motion to adjourn the meeting at 9:34 pm. L. Johnson seconds the motion. All in favor, motion carried.**

Vice Chair Signature

Clerk Signature

*Minutes Submitted by Becky Schule*

