



**Unapproved Minutes**  
Board of Supervisors Meeting  
February 21, 2017 @ 7:00 PM

**CALL MEETING TO ORDER**

Pledge of Allegiance – Chairman R. Keller called the meeting to order

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

**Absent:** Town Clerk K. Wood

**Others Present:** Treasurer S. Aker, Deputy Clerk D. Hoppe, eight members of the public (signed in)

**REVIEW & APPROVE THE AGENDA**

B. Seekon voted to approve the agenda and L. Johnson SECONDED, ALL IN FAVOR Motion carried

**APPROVE MINUTES FROM JANUARY 17, 2017**

B. Seekon motioned to approve the minutes and L. Johnson seconded, Motion carried

**REVIEW & APPROVE CONSENT AGENDA**

	Consent Agenda
Biweekly Payroll 1/20/17	\$2,391.94
Biweekly Payroll 2/3/17	\$2,571.56
Biweekly Payroll 2/17/17	\$4,259.17
Monthly Payroll 2/21/17	\$2,713.48
Claims List – 44 checks	\$76,796.60
<b>Total</b>	<b>\$88,678.75</b>

**TREASURER COMMENTS**

None



## **COMMITTEE REPORTS**

Planning & Zoning – Rewording and continuous reporting on buildable areas, P&Z approved it and wants the board to approve. Contingencies – buildable where structure is to go, land conditions not to be altered to affect the surrounding properties and others. Mottling soil done by borings and in the location of the building. Land has to be over 1 foot in mottling. More in new business.

- a. Roads – T. Nelson said snow and ice covered the road upon inspection and now there is mud everywhere. R. Keller added that the maintenance worker has been out each day due to the frost leaving and warm weather. B. Seekon added that there are now 3 road counters and when there is ice there is an incorrect reading. Data is not accurate until the weather gets better. Testing unit is able to set up immediately so assure accuracy when they are set up next time.
- b. Parks – not much going on with no meetings yet. T. Nelson double checked that Lent Township will get the electric bill for the Reiger Fields set up and R. Keller asked that we get a site address.
- c. Building – C. Cagle has asked for the sound test 3 times and no avail, so she will find a new vendor.  
B. Seekon let everyone know that the camera is on for the meeting tonight. He wanted to know if we would like to get more cameras for future events. R. Keller voted to add 4 more cameras and L. Johnson seconded. There was discussion on adding a USB external drive to the motion. All in favor, motion carried.  
Internet in the maintenance department does not have a log in and not able to get in the intranet. IP phones would not be able to be used without internet and should be considered for the future phone changes. B. Seekon will try out a “Phone Jack” and report how well it works.

## **OLD BUSINESS**

- a. Website and Email – B. Seekon working on new website to change email accounts and Word Press with *TC Networks*. Emails are the first priority as there are issues forwarding and receiving emails. The timeline needs to be completed by April 30, 2017 before the current contract runs out. In the meantime, use text.
- b. Columbarium - presentation by D. Hoppe, a member of the Stacy/Lent Cemetery for a columbarium that will cost \$28,894.00 for the structure, bench, and signage. Discussion on how to retrieve funds was made and whether the Township can purchase a portion or utilize donation monies. Research needs to be and this will be tabled until state regulations are looked up.



## NEW BUSINESS

d. Dave Frechette – Kinetico

He presented a quote on both the Lent Township Hall and the SLFD building. Prices would be lower if bundled. 30-40 year system, single tank system uses electric and Kinetico is the only system that has patented soft water regeneration. Treatment done with usage and not on a timer plus most systems cannot keep up with high demand events.

Quote –	Fire Hall	\$5190
	City Hall	\$4190
	Total	\$9380 or \$9000 if doing both

Added information on water heater information and the need for large systems is not needed if the water is being treated. Mr. Freschette is local and would be available immediately if service or maintenance is needed. Filters would be changed every 3-6 months and checked before events.

Board will compare to another bid in the future. No vote

e. Board Reorganization - C. Cagle would like the board to stay as is.

Board Chairman - R. Keller, motion made by B. Seekon, C. Cagle seconded motion made and carried.

Vice Chairman B. Seekon as well as able to attend other meetings that staff, R. Keller motioned and seconded with T. Nelson, motion made and carried.

Planning and Zoning liaison, C. Cagle and L. Johnson - motion made by R. Keller and seconded by B. Seekon, motion made and all in favor

County Liaison - L. Johnson was nominated by B. Seekon and seconded by T. Nelson, motion made and all in favor.

Road Boss – R. Keller was nominated by T. Nelson and seconded by B. Seekon, motion made and all in favor.

Parks – T. Nelson was nominated by L. Johnson and seconded by R. Keller, motion made and all in favor.

Human Resources – R. Keller and C. Cagle were nominated by B. Seekon and seconded by L. Johnson, motion made and all in favor.

Building – C. Cagle was nominated by B. Seekon, seconded by R. Keller, motion made and all in favor.

Road Committee – R. Keller was nominated by B. Seekon and seconded by T. Nelson, motion made and all in favor.



Maintenance Position – meeting on Monday, narrowed down to 9 applicants from over 40 resumes. On 2/27 interviews will start at noon with C. Cagle and R. Keller and go until done and a decision will be made in the next 2 weeks. R. Keller said that if there are numerous eligible candidates, the rest of the board will be brought in for the final decision. The goal is to have a decision by March 6<sup>th</sup> and there will be a posting for a Closed Meeting after the staff/board meeting. The driving test will be scheduled after the interviews. C. Cagle suggested that the wage be a part of the discussion prior to offering the position. Applicants need to be told of the perks which include not commuting, full time work year round, benefits, etc.

- f. Township Phones - Changing of phone systems while L. Johnson was on vacation. Cell phones – reimburse at \$30/month both Maintenance staff, discussion on how the payment would be made, can it be on the payroll check? This will save about \$200/month. B. Seekon is looking at different vendors  
Motion was made by B. Seekon and seconded by T. Nelson to purchase a new system after testing is completed and prices researched to change from Verizon’s to a new vendor. Motion amended for S. Aker to have the cell phones discontinued for both Maintenance staff and former Chairman phones immediately. Motion made and all in favor.
- g. Budget Conversation – not sure what this is on the agenda for. Speculated that it is to assure numbers are defined for the Annual meeting. Surplus monies need to be defined and presented also. B. Seekon explained what the “surplus” means. Looking at what was appropriated versus what was spent so that some amounts can be less for 2018. L. Johnson explained that the monies are not a surplus but monies needed to carry over until the funds come from the county for taxes. 75% should be in the account until funds come from the each tax session (May and December). Discussion was made that funds could be used for i.e. Road repair or other expenditures. Taxes don’t need to be raised when funds can be appropriated to another area. Road committee will meet after the Staff/Board meeting and before the Closed Meeting on March 6<sup>th</sup>
- h. Draft ordinance to redefine “Buildable Area”  
1 acre continuous area where the structure will be with borders, etc. The new owners would need to determine costs prior to land sales. Land borings need to be done prior to permit application. Ordinance No. 2017-01 contains the Amendment: Chp.2, Section 3.0 of Lent Township Zoning Ordinance is hereby amended with the following the stricken through text to be removed and underlined words to be added to section 3.0.



T. Nelson made a motion to accept the amendment as stated and L. Johnson seconded. Discussion was made on the wording followed. All in favor, motion carried.

i. Hall Keys

B. Seekon was able to make duplicate keys at the automated kiosk at Menards. T. Nelson currently does not have any keys. Concern over security was raised.

j. Card Entry Access

B. Seekon has looked at this system and can be obtained for \$200 not including electrician fees. Benefits would be ease of access but could be a concern when there are events. B. Seekon will check into prices. He asked what badge or card system do we want. C. Cagle asked that both doors in the office be changed with different locks.

k. Easter Festival – April 15, 2017

Help is needed from the community and more information will be provided after the Parks meeting.

l. Spring Short Course

Numerous dates and trainings through MAT are offered and T. Nelson was told that he needs to go the Short Course. All supervisors will attend March 28 in St. Cloud and K. Wood and D. Hoppe will decide on their participation for the clerks. Carpooling is encouraged and registration will be done with K. Wood and S. Aker.

m. Legal Short Course – April 20

Osego, MN on Thursday, April 20<sup>th</sup> all day event for supervisors. Discussion was on who will attend and it was decided that all supervisors will attend. K. Wood will post that all are going and arrange funds to be paid. K. Wood and D. Hoppe can attend also.

n. Set an Alternative Date for Annual Meeting if Bad Weather Occurs

Thursday, March 16<sup>th</sup> and post in the newspapers

o. Air Filtration in Maintenance Shop

B. Seekon talked to the new maintenance person

p. LG555

C. Cagle motioned to accept \$1000. From the Lions and L. Johnson seconded and motion made, all in favor.

q. Rocky Mountain Elk Foundation

C. Cagle motioned and L. Johnson seconded to allow T. Pottsmith to go ahead with setting up an event on April 1, 2017.

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

- Verification of the Annual meeting Date March 14 at 7pm



- Signs have been approved via J. Meyer to be placed by the sheriff's department

### **CLOSED MEETING** – Staffing Issue

- To be held after the regular Board meeting

### **CLERK COMMENTS**

- K. Wood on vacatoin, office closed tomorrow 2/22
- 486 voters came to vote on 2/14

### **SUPERVISOR COMMENTS**

**L. Johnson** – update on the county ordinances for cemeteries

He visited Mr. Koran today at the state capital. Anne Neu our new representative was sworn in today and will be given her new assignments.

**T. Nelson** – will do road tour befor the next staff meeting

**B. Seekon** – NO further comments

**C. Cagle** – P&Z talked about collaboration with the water shed Maintenance that would be an opportunity to raise funds

**R. Keller** - nothing

### **UPCOMING MEETINGS**

- ❖ CCATO Meeting- March 29, 2017- 7:00 pm
- ❖ Staff/Board Meeting- March 6, 2017 – 9:00 am
- ❖ Joint Powers – March 6, 2017 – 7:00 pm
- ❖ Planning Commission- March 8, 2017- 7:00 pm
- ❖ Annual Meeting – March 14, 2017 – 7:00 pm
- ❖ Board Meeting- March 21, 2017- 7:00 pm
- ❖ Parks Meeting- February 28, 2017 - 7:00 pm
- ❖ Lent Landscapers Meeting – April 4, 2017 – 6:30 pm
- ❖ Board of Appeal and Equalization Meeting – April 27, 2017 – 6:00 pm



**ADJOURN**

T. Nelson voted to adjourn at 9:05pm and L. Johnson seconded, motion made and carried.

*Minutes submitted by Deputy Clerk D. Hoppe*

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Board Chair Signature

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Clerk Signature