



MINUTES

BOARD OF SUPERVISORS MEETING

January 17, 2023 7:00 PM

Location: Zoom Call 1 312 626 6799 US (Chicago)

Meeting ID: 814 3568 8109 Passcode: 642038

Town Hall 33155 Hemingway Avenue, Stacy, MN 55079

CALL MEETING TO ORDER

Pledge of Allegiance

R. Keller called the meeting to order at 7:00pm

Members present: Chairperson R. Keller, Vice Chair T. Nelson, Supervisor J. Barrett, Supervisor B. Seekon

Members absent: C. Cagle

Others present: Clerk T. Smolke, Treasurer S. Aker, Commission member D. Stiers, Planner K. Lindquist, and one member of the public signed in

SWEARING IN

R. Keller swore in J. Barrett and the new elected official read his Oath of Office for Lent Township Supervisor Seat C. S. Aker took pictures.

REVIEW & APPROVE THE AGENDA

B. Seekon made a motion to approve the board agenda. Second by T. Nelson. R. Keller would like to add item 'k' to the agenda: setting a different date for the Budget and Audit meeting. **Votes via roll call, ayes 4, nays 0.**

Motion carried.

APPROVE BOARD MEETING MINUTES FROM DECEMBER 20, 2022

T. Nelson made a motion to approve the Board Meeting Minutes from December 20, 2022. Second by B. Seekon. **Votes via roll call, ayes 4, nays 0. Motion carried.**

REVIEW & APPROVE CONSENT AGENDA

B. Seekon made a motion to approve the Consent Agenda. Second by R. Keller. J. Barrett asked for an explanation and R. Keller provided one. R. Keller said the large number is approving the new development. J. Barrett inquired about another large item and B. Seekon said that is our bond for the roads. **Votes via roll call, ayes 4, nays 0. Motion carried.**

TREASURER COMMENTS

S. Aker said she was happy to get clarification on this as she has not heard from the Fire Chief after sending him an email. She would like to meet with T. Potrament and possibly the Board as she is unsure of what duties she will have. She said M. Peltier came in and dropped off everything Bookkeeping but took the computer back to switch some things out. T. Nelson pointed out that the former Bookkeeper was paid substantially less. S. Aker will receive the same pay as she currently does, log hours, and bill the fire department. Instead of annual pay, she could get paid out of the township's general fund, then forward the bill to the FD when annual payroll is done. R. Keller requested she submit a claim sheet on the first of every month and keep hours well documented. T. Nelson also said S. Aker will not go to the FD to collect bills as they will all be delivered since there was an issue with that and the former Bookkeeper. S. Aker said she is unsure how this will all be set up as she was not in the original conversation and was feeling pressure with W-2s due soon. She cannot sign checks right now as she is not the account but the city staff can cover that. R. Keller said let's get you on there. She asked if it is okay that she works at home and R. Keller said yes.

R. Keller made a motion to get S. Aker on the bank account for SLFD and remove former signers not including the city Finance Director. Second by B. Seekon. T. Smolke gave a new resolution number per R. Keller's request. **(Resolution 2023-7)**



R. Keller said the fire chief stated that all money he gets from training goes to the township's general fund then he gets money back so he does not have another checkbook. T. Nelson brought up the SLFD treasurer's checkbook but will do research to find details. **Votes via roll call, Ayes 4, Nays 0. Motion carried.**

NEW BUSINESS

Lions LG555 - \$500 Parks and Rec (Resolution 2023-3)

B. Seekon made a motion to approve the Lions LG555 for \$500 for Parks and Rec (Resolution 2023-3).

Second by T. Nelson. Votes via roll call, Ayes 4, Nays 0. Motion carried.

R. Keller explained that this is money from the Lions of Stacy that is put towards parks.

MDHA LG220 - Wild River Chapter Raffle (Resolution 2023-1)

T. Nelson made a motion to approve Wild River Chapter Raffle (Resolution 2023-1). Second by B. Seekon. T.

Nelson explained this is a gambling raffle. **Votes via roll call, Ayes 4, Nays 0. Motion carried.**

Reorganization of Supervisors

The Board decided to remain in the same roles with the exception of newly elected J. Barrett taking on the former Board Member's broadband study and county liaison, attending Chisago County meetings as he is able. T. Nelson said there is not much to focus on concerning broadband with the merger approaching. J. Barrett is knowledgeable on the subject and hopes to contribute.

OLD BUSINESS

Paragon TriMedical, LLC (Resolution 2023-2)

J. Barrett reviewed the safety data sheets provided and reported that they are flammable and can ignite below one hundred degrees, possibly 73 degrees. He asked if anyone was aware of the company with the same name that is now permanently closed out of Vadnais Heights. K. Lindquist stated she believes the company was moved to operate out of the home. She also stated the Fire Marshall visited the home and since then she has purchased secure storage, which addressed the fire issue. T. Nelson asked the planner if there is anything to address with the storage of the vials to which she replied the chemical evaporates. J. Barrett shared some technicalities about the process. T. Nelson said he is concerned with where the chemical is being stored before and after use and also stated the secure storage is not leak proof. R. Keller pointed out the correspondence between the business owner and town Clerk states there is nothing after it is used. K. Lindquist clarified the information was from the business owner and, as a township, we are unsure. T. Nelson read the unused vials must be returned and B. Seekon read that the used vials need to be lined in paper before being thrown in the trash. It should not be discharged into a sewer system but it was noted the home is on septic. J. Barrett noted every batch was stored inside of the sterilization cabinet for 16 hours. B. Seekon asked if there is ventilation for this chemical and T. Nelson said he would think this would belong in a sterile room after an IUP is issued. J. Barrett explained vacuum seal and sterilization process. K. Lindquist explained the machine is about the size of a microwave and is designed for sterilization. J. Barret stated the system is designed for this process and safety rules seem to be followed. K. Lindquist talked of the Fire Chief's responsibility during the inspection and that he seemed comfortable with the small operation. T. Nelson said research must be done as the situation is comparable to another permit request currently under investigation. He worries it will leak into the soil but R. Keller reiterated the chemical evaporates.

B. Seekon made a motion to approve Resolution 2023-2. R. Keller second for discussion.

R. Keller feels this is a fairly safe operation. Discussion was had on the relocation of the business. **Votes via roll call, Ayes 4, Nays 0. Motion carried.**

Modified Ordinance – Truck Wash (Ordinance 2023-01)

T. Nelson made a motion to approve the Modified Ordinance – Truck Wash (Ordinance 2023-01). B.

Seekon second for discussion. R. Keller asked the Town Planner to explain. K. Lindquist said that C. Cagle tried to look at other communities' permits because the township wanted to change performance standards. When an application is submitted, the board can add conditions related to the issues. Item 'k' was added because of lack of response from other communities. If the PCA required a permit, the township would also. B. Seekon asked if a wash is still listed as an accessory use and K. Lindquist confirmed. J. Barrett asked about letters 'k' and 'g' in the



proposed modification. Frequency of testing was discussed. The township would require test results. K. Lindquist said frequency requirements could be added into each CUP, which would give more flexibility in the permitting process. J. Barrett then asked about the second item under 'd', specifically, if he uses a service to dispose, would the township want to know which service it is. K. Lindquist said specifics in CUP will include where the waste is taken and it would be preferred to list the disposal company. The commission had a discussion on this and the hauler that picks up the waste is responsible for it. B. Seekon asked where we draw the line. T. Nelson said he believes there is a signature at point 'a' and point 'b'. If the hauler shows up with an empty tank it would warrant some questions. **Votes via roll call, Ayes 4, Nays 0. Motion carried.**

Escrow Model

K. Lindquist said after this was discussed, she called the City of Stacy to view their process. She talked to the clerk and they require the escrow money sooner. The Planning Commission said that sounds more reasonable and they will write a policy for the Board to approve that is more of a pre-application escrow. T. Nelson said he is in agreeance and T. Smolke's preliminary research should be covered by the application fee or escrow sooner. If escrow is depleted, it will be replenished. Discussion was had on site plan review costs that are covered by the building permit. K. Lindquist said planning escrow for building permits should be added as there is currently none. The escrow is specially for consultants and the fee is to cover the clerks time and expenses. There was discussion on escrow dollars being eaten up by engineering fees. K. Lindquist said her and the Planning Commission will put together the policy to cover the preapplication stage. The city in which the policy was taken from does not get many applications in general.

Stacy OAA (Resolution 2023-4)

T. Nelson made a motion to approve the Stacy OAA (Resolution 2023-4). Second by B. Seekon. **Votes via roll call, Ayes 4, Nays 0. Motion carried.**

Chisago OAA (Resolution 2023-5)

T. Nelson made a motion to approve the Stacy OAA (Resolution 2023-4). Second by B. Seekon. **Votes via roll call, Ayes 4, Nays 0. Motion carried.**

North Branch OAA (Resolution 2023-6)

T. Nelson made a motion to approve the Stacy OAA (Resolution 2023-4). Second by B. Seekon. **Votes via roll call, Ayes 4, Nays 0. Motion carried.**

Nonprofit Rentals

The clerk mentioned there was an instance of a non-profit rental group that never showed after the date was secured and there should be a dollar amount collected to ensure the reservation would be fulfilled. After the event she would like to return that amount. R. Keller pointed out a cancellation should be confirmed thirty days prior.

R. Keller made a motion to charge a refundable \$400 on all non-profit rentals that would be cancelled within thirty days. Second by B. Seekon.

R. Keller added that if the group does not show up, the money would be forfeited.

Votes via roll call, Ayes 4, Nays 0. Motion carried.

Budget & Audit Meeting

R. Keller will be away but back that Wednesday. February 9th at 6pm was agreed upon.

Votes via roll call, Ayes 4, Nays 0.

COMMITTEE REPORTS

Planning & Zoning

D. Stiers and K. Lindquist discussed the Manhammer Ranch and the subdivide in the Kale/ Kable area. The Planner explained both in detail. D. Stiers recalled the resident that was not in favor of the Manhammer Ranch because of the sport shooting on said property. R. Keller said he is not in favor of splitting the property off Kable as it is not legal or accepted to do an easement. A new road will be required. D. Stiers said that is where the Commission is also at. D. Stiers added that, with the proposed escrow policy, T. Smolke will be reimbursed for her hours invested in applications. T. Nelson agreed.



Roads

R. Keller said the roads are all terrible due to the recent weather conditions. He brought J. Barrett along for the road tour the day prior. He had Township Maintenance re-scape the roads after plowing, and they will re-scape the following morning as well. He also pointed out some spots that needed further attention.

Plowing Agreement – Linwood

R. Keller reported that Linwood unanimously voted to turn down Lent's agreement to plow Lyons.

Parks

No update

Building

B. Seekon asked the clerk if she has an update. She provided the former quote from 2018 to show the timeline on any possible warranty. T. Nelson said if it was a defective product, it might get attention from them. The clerk said the company was going to come take a look. The clerk pointed out that the quote was given in 2018 so the flooring was put in sometime after. B. Seekon said GenEric was out to connect the UV air purification filter system and asked the clerk if they installed the new controls. T. Smolke said the hall recently had a blower motor go out so she called GenEric and the controls were installed along with a used blower motor.

Broadband

J. Barrett said there was nothing to report and he personally just got a cell phone company's hotspot.

PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)

none

CLERK COMMENTS

Clerk's Office closed Tuesdays after Monday holidays

R. Keller said the clerk had asked him if a holiday that landed on a day the office was closed would then warrant the office being closed the following day. After the holiday, she would then work three days that week. T. Nelson said banks are open the day following the holiday. B. Seekon said no because holidays should not be paid when a business is not open. The clerk clarified that the office has always been open four days per week as that is what the township has budgeted for.

Clerk training with the City of Stacy

The clerk said she would like to train with the Stacy city clerk as she is retiring soon and the township clerk will assume the role as city clerk after the annexation. She asked which entity the time would be charged to. B. Seekon said the township would cover it. She then asked if overtime was approved for this training and R. Keller said she would have to work it into her schedule without going into overtime and balance it. The board questioned the office hours and the clerk read them. S. Aker said a resolution was not needed to add her to the bank account, just a motion, and information was needed from the bank account before moving forward with this.

SUPERVISOR COMMENTS

T. Nelson said at the meeting with SLFD, PERA looked a bit worse than it should because of recent payouts. It did not take a loss but not a big gain either. T. Nelson said he is glad the FD books are at the township as that is our taxpayer money. B. Seekon was under the impression that the rental house was winterized but it was not and now there are busted pipes.

UPCOMING MEETINGS

- CCATO - Wednesday, January 25, 2023 at 7pm @Lent Town Hall

B. Seekon said there is a special election with MAT District 7 on January 31st. They are organizing a bus that will pick up anyone that would like to vote. A nomination from the floor was discussed. J. Johnson asked the point and B. Seekon explained that the township pays a lot of money for MAT to represent us but he does feel they have our interests in mind. They are holding this vote for District 7 nowhere near the townships included so representation is important. R. Keller said with the annexation on the table, this is not Lent's fight.



- Budget & Audit - Tuesday, February 9, 2023 at 6pm
- Board Meeting - Tuesday, February 21, 2023 at 7pm
- CCATO - Wednesday, February 22, 2023 at 7pm @TBA
- Board Meeting - Tuesday, March 21, 2023
- Annual Meeting - Tuesday, March 14, 2023 @Lent Town Hall

ADJOURN

T. Nelson made a motion to adjourn at 9:03pm. Second by B. Seekon. Votes via roll call, Ayes 4, Nays 0. Motion Carried.

Board Chair Signature

Clerk Signature

