



**APPROVED MINUTES
BOARD OF SUPERVISORS MEETING**

June 16, 2020 7:00 PM

Location: Zoom

Call 1 312 626 6799 US (Chicago) Meeting ID: 826 1811 1856 Password: 627270

CALL MEETING TO ORDER

R. Keller called the meeting to order at 7:01 pm.

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

Members Absent: None

Others Present: Treasurer S. Aker, Town Clerk K. Wood, Deputy Clerk B. Schule, 3 people (joined via Zoom)

REVIEW & APPROVE THE AGENDA

C. Cagle made a motion to approve the agenda. Second by T. Nelson. C. Cagle asked that Lions LG555 be removed and add Shouldering Machine under Roads. C. Cagle said we are not going to talk about Tax Abatement tonight. J. Selvog asked what Elhers was. C. Cagle said it is a service that helps create a tax abatement and TIF policy for \$2k. **Votes via roll call Ayes 5, Nays 0. Motion carried.**

APPROVE BOARD MEETING MINUTES FROM MAY 19, 2020

L. Sinna made a motion to approve the minutes from the May 19, 2020 Board meeting. Second by T. Nelson. Votes via roll call Ayes 5, Nays 0. Motion carried.

REVIEW & APPROVE CONSENT AGENDA

R. Keller said the Township is tight on money.

B. Seekon made a motion to approve the consent agenda. Second by T. Nelson. R. Keller said the Road and Bridge fund is negative, but the check should arrive soon. T. Nelson said the incomplete shouldering has not been factored in yet. **Votes via roll call Ayes 5, Nays 0. Motion carried.**

TREASURER COMMENTS

S. Aker said that she would like to talk under E. Credit Card Limit.



COMMITTEE REPORT

Planning & Zoning

C. Cagle said she attended the Zoom Planning Commission meeting. The new fence ordinance was fine-tuned, the tiny home complaint was addressed and the Elhers proposal was discussed. They also talked about uniform standards for RTC. The two Elk Lane properties were given an extension at the May meeting. C. Cagle said the Elk Lane complaint cut a driveway off of 320th Street. R. Keller said he has not done enough cleanup in his opinion. C. Cagle said he has made progress. After discussion, it was noted that the Planning Commission is handling the complaints with the help of E. Maass.

The Board discussed what the plan is with the addition of a new RTC standards ordinance. C. Cagle explained that the Planning Commission is going to compile ideas from other communities for their vision of the RTC and discuss a potential ordinance at their meeting in July. By having an ordinance, it will clearly lay out the standards of the RTC. J. Selvog asked how much more commercial property is left in the Township. R. Keller stated that there is more room in the RTC and there is a plan to expand it down 61, along 17 and 18 by the Town Hall. C. Cagle added that it is based on which roads have the ability to handle trucks.

Roads

Road Maintenance (Report)

R. Keller said 320th Street was mined out and back filled because there was wood in it. They have Class 5 on it. It has settled on the west side. They are putting more Class 5 on it as it settles and are waiting to pave it.

T. Nelson has bids from Prefer Paving and said, as long as they are in the area, we should have them pave the dozen spots that need patching. R. Keller said most of the cutouts are sink holes that keep reappearing and he does not know where the dirt is going. T. Nelson asked if we should put them in thicker. R. Keller said it may not matter how thick it is and does not know if it is worth spending the money on. T. Nelson said it may be in the sub-soil. R. Keller said on Iris Ave, the holes were created by muskrats. He believes that there are underground streams under some of the roads which are causing them to wash away. T. Nelson asked if we should do the patching and see where they go or do some coring. Coring the roads was discussed.

Shouldering Machine

R. Keller had a 14 dollar per ton quote for Class 5 from Knife River for 1k tons/800 yards. C. Cagle said the company asked M. Fehrman today about the rental of the shouldering machine. R. Keller is going to follow up with M. Fehrman to give him the go ahead.



Parks

T. Nelson said he emailed M. Fehrman the ball schedule. Starting next week, they are going to play Wednesdays, Thursdays and possibly Sundays. The mowing needs to be done and garbage cans need to be out. The lime is already out and he believes the sprinklers are up and running. T. Nelson wants to be prepared.

Building

C. Cagle said the painter is going to pick up the check tomorrow and will start painting next week. Two weddings are scheduled in July and August. She found a piece for the chandelier that was free and is working on it. She is not doing anything with the plants outside. She has a couple issues with warping on the sliding doors in the Birdie Woods Room due to the humidity. The air conditioning will be set to 72 degrees.

C. Cagle is going to have the food shelf on Wednesdays only and she is going to pay rent to the Hall.

Broadband Report

None

OLD BUSINESS

HR Position & Assistant Job Description

C. Cagle said she met with L. Sinna and she gave her the review forms. C. Cagle would like to work on the employee manual. R. Keller said C. Cagle has done a lot of work on it. L. Sinna will be setting up one on one meetings with the employees.

NEW BUSINESS

Ehlers proposal

T. Nelson made a motion to accept the proposal presented by Ehlers to assist with a policy for tax abatement and TIF. Second by B. Seekon. Votes via roll call Ayes 5, Nays 0. Motion carried.

Fence Ordinance (Ordinance 2020-02)

T. Nelson made a motion to approve Ordinance 2020-02 adopting the County fence ordinance with some revisions. Second by B. Seekon. The new ordinance mirrors the County ordinance with a couple clarifications.



T. Nelson said we do not have setbacks from property lines and asked if they should add that they have to have survey markers on their property. B. Seekon said no, they have to figure out where their property line is. There was discussion as to whether or not to require survey markers or surveys. C. Cagle will follow up with E. Maass because she thought it was in there. A survey must be done prior to putting a fence in unless markers are apparent. C. Cagle will let E. Maass know to add the following: A4 will state that property line markers must be visible and if not, survey line markers must be done. **Votes via roll call Ayes 5, Nays 0. Motion carried.**

Farmers Market Discussion

C. Cagle said she would like to start a farmers market at the Hall; indoors and out. She has received a lot of positive feedback and Thursday evenings seem to be the most popular. She wants to send out vendor info in the winter. The fee would go to parks and building. C. Cagle said it would be food or grown items and not a flea market. R. Keller and L. Sinna said they liked the idea.

Senior Center Contract for Service

S. Aker stated that there is \$2000 left for contracts for services.

C. Cagle made a motion for a \$800 Contract for Service with the Chisago County Senior Center. Second by L. Sinna. Votes via roll call Ayes 5, Nays 0. Motion carried.

Credit Card Limit

B. Seekon said new software keys were ordered for the office computers. Those along with Election items have maxed out the office credit cards. S. Aker asked if she can make more payments instead of only paying off the statement balance. R. Keller said yes. T. Nelson said to make all of the cards a \$5k limit.

B. Seekon made a motion to raise all three credit card limits to \$5k. Second by T. Nelson. Payments were discussed. S. Aker said she will find her contact person and ask for limit increases. **Votes via roll call Ayes 5, Nays 0. Motion carried.**

Masks for Election Judges

C. Cagle said K. Wood has ordered plexiglass shields.

C. Cagle made a motion to require Election Judges to wear a mask if they are out in the open. If they are behind the Plexiglass shields, they do not have to have to. B. Seekon seconds. Votes via roll call Ayes 5, Nays 0. Motion carried.



Lindgren Property

B. Seekon made a motion to purchase the appropriate camera. T. Nelson seconds. B. Seekon said they have been in contact with P. Teide. Votes via roll call Ayes 5, Nays 0. Motion carried.

PUBLIC COMMENTS (ITEMS NOT ON THE AGENDA)

None

CLERK COMMENTS

None

SUPERVISOR COMMENTS

T. Nelson: None

B. Seekon said they sold the road groomer to Rock Creek. He told C. Cagle that she is doing a voluntary thing and he does not think she should pay ‘rent’ at the Hall. R. Keller agreed. C. Cagle said people have been donating money and it should go to the Hall unless people need something specific.

Lisa: None

There was discussion regarding going back to in-person meetings in July. K. Wood stated that R. Keller decided that the July meetings will be held via Zoom so they are already published as Zoom in the paper because there is a public hearing in July. She stated it is best practice as published by MAT to resume remote meetings so that the public can comment remotely. L. Sinna said it can be streamed. R. Keller read the meetings and said he is okay with Zoom meetings. L. Sinna said she likes Zoom, but we are missing some of the public. T. Nelson said he does not like Zoom meetings.

UPCOMING MEETINGS

- ❖ Parks Meeting –TBD
- ❖ CCATO Meeting – June 24, 2020 – 7:00 pm at Lent Town Hall
- ❖ Planning Commission – July 8, 2020- 7:00 pm
- ❖ Board Meeting – July 21, 2020- 7:00 pm
- ❖ Spring Cleanup Day – CANCELED
- ❖ Broadband Meeting –TBD

ADJOURN

T. Nelson made a motion to adjourn at 8:19 pm. Second by B. Seekon. Votes via roll call Ayes 5, Nays 0. Motion carried.

Board Chair Signature

Clerk Signature

