



## MINUTES

### BOARD OF SUPERVISORS MEETING

October 18, 2022 7:00 PM

Location: Zoom Call 1 312 626 6799 US (Chicago) Meeting ID: Meeting ID: 867 8676 6700 Passcode: 118605  
Town Hall 33155 Hemingway Avenue, Stacy, MN 55079

### CALL MEETING TO ORDER

#### *Pledge of Allegiance*

R. Keller called the meeting to order at 7:03pm

**Members present:** Chairperson R. Keller, Vice Chair T. Nelson, Supervisor B. Seekon, Supervisor C. Cagle, Supervisor J. Eischens

**Members Absent:** None

**Others Present:** Treasurer S. Aker, Clerk T. Smolke, Maintenance Staff C. Griffin, Planning Commission Member D. Stiers, Town Engineer J. Pelawa, and 8 members of the public signed in/attended virtually

### REVIEW & APPROVE THE AGENDA

**B. Seekon made a motion to approve the agenda. Second by T. Nelson. B. Seekon would like to add the discussion of bereavement benefits for employees. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

### APPROVE BOARD MEETING MINUTES FROM SEPTEMBER 20, 2022

**J. Eischens made a motion to approve the meeting minutes from August 16, 2022. Second by B. Seekon. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

### REVIEW & APPROVE CONSENT AGENDA

**B. Seekon made a motion to approve the Consent Agenda. Second by T. Nelson. J. Eischens said it seems low. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

### TREASURER COMMENTS

None

### NEW BUSINESS

#### **34585 Kale Lane ADU Special Assessment Amount**

R. Keller explained the residents asked for a reduction. The issue here is the garage was turned into living quarters and the dad is living there. The resident is aware of what needs to be done and D. Stiers said he seemed to pretty upset leaving the meeting. The property owners purchased the house with a secondary unit and they could possibly go after the realtor. C. Cagle mentioned the Planning Commission discussed bringing the unit up to code with the residents.

#### **Driveway Permit Changes**

R. Keller said this is referring to the driveways sloping out on, or away from, the road. Sherco was notified that these driveways weren't correct but they paved them anyway. Also, in the sample lot, there are sprinkler heads in the Right of Way, or ROW. Engineer J. Pelawa said driveway permit applications are applied for through the county. T. Smolke and himself got the application removed from the website. The county hands out Lent specifications on paper and the writing in the drawing portion should also be listed as number fifteen, to clarify. There are a few different possible definitions of an apron but the driveway needs to be sloped away from the road but conditions need to be accommodated for on-site. The core should be two inches of blacktop and four inches of gravel. As far as the ROW is concerned, T. Nelson noted some easements in the township are at twenty-four feet and some are at thirty-three. J. Pelawa said he met with the worker out at the new development in question and he understands what needs to be done. He is currently addressing the issue. All permits are currently on hold for this development. B. Seekon questioned if that driveway had been signed off on and T. Nelson asked if that specific



house was sold. J. Pelawa said there are people living in it now and they pulled out the mailbox post that was in compliance to put in a wood post.

**T. Nelson made a motion to hold all Sherco building permits until all driveways are sloped ten feet from the edge of the road. Second by J. Eischens. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

**R. Keller made a motion to adopt driveway specifications from J. Pelawa. Second by C. Cagle. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

K. Lindquist said she will draft an ordinance to limit items in the ROW.

**Lions LG555 - \$500 Parks and Rec (Resolution 2022-34)**

**B. Seekon made a motion to approve the Consent Agenda. Second by T. Nelson. J. Eischens said it seems low. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

**SLFD Relief LG555 - \$60,000 Equipment Fund (Resolution 2022-35)**

**B. Seekon made a motion to approve the Consent Agenda. Second by T. Nelson. J. Eischens said it seems low. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

**Planning Commission Chair – Telise Schroeder**

**B. Seekon made a motion to approve Telise Schroeder as Planning Commission Chair. Second by C. Cagle. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

**Set Board of Canvassing Meeting**

**C. Cagle made a motion to schedule the Board of Canvassing Meeting for November 14, 2022 at 6pm. Second by B. Seekon. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

**Annexation in regard to Lent employees**

R. Keller said the grade levels in comparison to length of employment compare to Stacy employees does not seem right. C. Cagle went to the last personnel meeting in Stacy and they tabled pertinent information until the end of the meeting. Their budget meeting is 12/23/23 and the wages of lent employees are held until then. Legally, they cannot take on our insurance. Lent maintenance staff will not be on the on-call pay roster but will be on call for one week per month. They will be in rotation but not get the extra \$1.50 per hour to be on call. The city rescinded their contract with Lent as the employee section needs to be rewritten to include all employees. T. Nelson questioned if Lent maintenance staff could be on call with no certifications but they will not get calls related to the city's infrastructure. C. Cagle said when they are called out to plow, they will be paid like they are now. C. Griffin circled back to the \$1.50 on call differential and said it is an incentive. C. Cagle respectfully said the differential is for those with licensees. C. Griffin said he does not need a license to go into the plant. Like the city maintenance worker, he can work under a licensed individual for one year. Previously in the city, there was a worker that was able to be on call when the other had a license. T. Nelson said Lent maintenance are not be on call unless plowing, etc. Holes in the merger process were discussed and C. Cagle said the contract they are working on is the footprint that gives protection until the new council comes in and clarity is needed. B. Seekon said there is not really an "on call" at Lent. If there is an emergency, you just get here when you are called. C. Cagle stated the water department with the city has to be monitored at all times. T. Nelson reiterated that is why our maintenance will not be doing it. B. Seekon explained the water license is like an apprenticeship and someone can work under another person's license. C. Griffin added that it is common to train for a year under someone with a license. J. Eischens does not believe the city will agree to it and T. Nelson said Lent maintenance should not be called then. R. Keller said there is a bigger issue at hand. Lent staff was told they would be around a grade level 14 when the city employees are around a 19. He explained grade levels are not consistent when the city's Finance Director has two years in with the city and Lent's treasurer has nine. Their finance person should report to ours. T. Nelson said the Board should call a special meeting on this. R. Keller questioned why a Zoning Administrator, amongst other positions, were not on the pay matrix.

**Bereavement Benefits for Employees**





B. Seekon said immediate family does not include siblings and we need to remedy this.

**B. Seekon made a motion to include siblings under bereavement. Second by T. Nelson. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

### **OLD BUSINESS**

#### **Stacy Lent Annexation Report**

Annexation Agreement with the City of Stacy (Resolution 2022-33)

R. Keller said this was already discussed.

#### **Annexation Agreement with the City of North Branch (Resolution 2022-36)**

**B. Seekon made a motion approve. Second by R. Keller for discussion. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

R. Keller said everything they talked about is in the contract. Everything looks good and the city of North Branch is good to us.

#### **Annexation Agreement with Chisago City (Resolution 2022-37)**

R. Keller said there is nothing new to discuss.

### **COMMITTEE REPORTS**

#### **Planning & Zoning**

C. Cagle asked K. Lindquist to elaborate on Countryview. K. Lindquist contacted the DNR, PCA, Soil & Water and the County. The County and PCA went to the site and J. Bertig will send a letter to property owner directing them to do cap a pipe because they were diverting fluid from the equipment out to the wetland area. K. Lindquist will follow up with B. Motzka if need be. C. Cagle asked where we are at with the truck wash situation. K. Lindquist said there is a new draft for the next meeting. C. Cagle said there are some current complaints but the Commission is taking care of things. K. Lindquist said two residents responded to letters and applied to get permits to get their properties into compliance. C. Cagle said they are waiting on the fire marshal to move forward with the medical sterilization company.

#### **Roads**

R. Keller explained there is no road report on paper because everything on the list has been corrected. Potholes are filled and plows are on trucks - they are ready for winter. The maintenance staff is doing great.

#### **SealTech Bid**

T. Nelson said he was going to get supplies but wanted to pass through the board first. He questioned the flex patch but said it is for bigger patches. T. Nelson said they talked about 26,000 and asked if 12,000 is for the parking lot. The Board discussed which roads in particular should be removed from the list and which were high priority. J. Pelawa said to do the little roads and not Grand Avenue. From an economic standpoint, Grand should be turned into a project so it lasts longer. R. Keller said to take Grand and Heminway off and to focus on the smaller roads.

**R. Keller made a motion for SealTech to do 340<sup>th</sup>, 339<sup>th</sup>, 335<sup>th</sup>, and Elmo. Second by T. Nelson. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

#### **Parks**

T. Nelson emailed constituent that would like to change up the disc golf but he is leary of this as it did not work out in his favor last time. He would like to sit down and look at some ideas in mind. He asked T. Smolke to get a Parks meeting scheduled for this month. J. Pelawa said there is alternate funding for parks with DNR funding that might be available. R. Keller asked J. Pelawa to put together a list of funding and their deadlines.

#### **Building**

##### **Rental House Lot Split**

B. Seekon discussed this with the Stacy City Clerk and they believe this will be easily done. Minimum acreage will not be met. It would cost \$10,000 just to hook up to water and sewer plus the cost of the actual work. It might be best to demolish it and have a little wildlife space. B. Seekon and the city Clerk are getting calls to rent the house and B. Seekon said he would love to see someone fix it up.



### **Broadband**

J. Eischens said she has been reaching out with nothing back and R. Keller put it in perspective: it took a century for our county to get electric.

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

D. Stiers said, in dealing with complaints, he truly believes in the letters are cold and human contact is needed. With the horses that P&Z is currently dealing with, three letters were sent with no response. He visited her, without pressing her or being confrontational. He let her know she needed to apply for a permit and the clerk could help her with that. She thanked him and applied for a permit the next morning. He believes the process should change – perhaps one letter then a visit. Complaints should also be verified as a letter assumes it is valid. D. Anderson, the owner of a parcel going to North Branch said he stopped by the office and had a very useful conversation with T. Smolke and now feels up to speed with everything. He said he would prefer to not go to North Branch as he likes the attitude in Lent but understands his property is contiguous to some others being annexed.

### **Clerk Comments**

#### **Clerk Credit Card**

**J. Eischens made a motion to get T. Smolke a credit card and rescind K. Wood's. Second by B. Seekon. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

#### **New Clerk Compensation**

**B. Seekon said this is in line with the City of Stacy and made a motion to increase T. Smolke's pay. Second by R. Keller. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

### **Office Hours**

Discussion was had on keeping the office open five days a week, but with meetings, this would mean overtime for the Clerk. **J. Eischens made a motion to close the office on Mondays instead of Thursdays. Second by R. Keller. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

R. Keller worried residents might struggle to make it in before closing with the new hours. S. Aker said this should not be an issue with permits now handled at the county level. T. Nelson said we could try it for a while. **C. Cagle made a motion to adjust the hours for a trial period to Tuesday through Thursday from 8 to 4pm and Fridays from 8 to 1pm. Second by R. Keller. Votes via roll call, Ayes 5, Nays 0. Motion carried.** C. Cagle said this change can go in to affect the following Tuesday.

### **SUPERVISOR COMMENTS**

J. Eischens said she went to the Chisago meeting. It was short but they covered a lot of ground. B. Seekon let the Board know the next CCATO meeting will be at Fish Lake. C. Cagle reported the Planning and Zoning meeting went well and they are on track. R. Keller said he went to some P & Z meetings and the seem to be going well.

### **UPCOMING MEETINGS**

- ❖ CCATO Meeting – Wednesday, October 26, 2022 – 7:00 pm
- ❖ General Election – Tuesday, November 8, 2022 – 7:00 am – 8:00 pm
- ❖ Planning Commission – Wednesday, November 9, 2022 – 7:00 pm
- ❖ Canvassing Meeting – Monday, November 14, 2022 – Time TBD
- ❖ Board Meeting – Tuesday, November 15, 2022 – 7:00 pm
- ❖ Joint Powers – Monday, December 5, 2022 – 7:00 pm

### **ADJOURN**

**B Seekon made a motion to adjourn the meeting at 9:32pm. Second by J. Eischens. Votes via roll call, Ayes 5, Nays 0. Motion carried.**

  
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Board Chair Signature

  
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Clerk Signature

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