

DRESBACH TOWNSHIP

REGULAR MEETING

March 6, 2018

6:00pm

ATTENDEES: Dave McCann, Pat Burns, Larry Baeder, Sheila Craig, Gordon Bateman, Deb Tesch, Jeff Tesch, Francie Biesanz, Mary Kerrigan, Mariel Carlisle, Tim Mormann, Jay Low

-Call to order at 6:00pm

-Pledge of Allegiance

-Approve minutes: Approve minutes from 2/20/18 Reg meeting. **Dave made a motion to approve the minutes with changes noted, Pat 2nd, vote 2-0 passes Tuan absent**

-Treasurers report: Updated information discussed at the Board of Audit meeting at 5:00pm. Hokah invoice, IRS 4th quarter 2016 payment, Crystal investigation update and WENCK invoice for February. Also noted that funds spend thus far for the SSD total approx. \$54,000. Current balance of the SSD money is around \$150,000. No financial report as the computer was down all day. Computer issues today stalled much progress to prepare for the meetings today. Hope to have resolved this week. A hand-written agenda was passed out to those in attendance.

OLD BUSINESS

-Pat announced that Tuan was not present as he was on vacation this week.

-Stop sign by the Huerkamps: Discussion about different projects that need to be done around the Township. Tom had asked at a meeting last week about the Board putting together a list of projects that need to be done. Kim will work on either a list. **Dave made a motion to provide maintenance with a list of projects, Pat 2nd vote 2-0 passes Tuan absent**
Burns Valley sign (Kim needs to order) Old Mill Rd culvert, 3 other culverts on Burns Valley, Yield sign on Old Hickory faded/wrong sign?, yellow caution striping on stairs at Town Hall, Locked plexiglass on board, Light on side of Town Hall by ramp, Gate to Oak Hill and signage...

-Solar Farm driveway permit: For the new Solar Farm on 61, company filled out paperwork required for driveway permit. Kim has signed copies on file.

-Banking options: Dave and Kim met with Maggie at BMO last week and talked about options for on-line bill pay and the Money Market account option. Discussion. **Dave made a motion to table this discussion until the April meeting, Pat 2nd vote 2-0 passes Tuan absent**

-Annual meeting and budget:

**Discussion about increase in hours for the Clerk. Kim felt that the hours she is currently spending is averaging about 15 hours per week. Moving into 2018/2019 with the Sewer Project progressing, she felt increasing this part of the budget was necessary. Maintenance wages were moved to the Road/Bridge Fund.

Discussion about a Contingency fund. Do we need one? How much should we put in? Should Contingency money be set up in the Money Market account to earn interest, but still keeps the money fluid if it's needed? Need to clarify the risk of this with the bank. Concerns about the security of this kind of an account. **Dave made a motion to table the Contingency decision until the meeting on the 13th, Dave 2nd, vote 2-0 Tuan absent

Discussion about the \$69,000 that was repaid from the SSD. This money is currently in the General fund where the Board approved to put it. **Dave made a motion to transfer the \$69,000 from General fund to the Road/Bridge Fund, Pat 2nd vote 2-0 Tuan was absent All funds that are currently in FUNDS will need to be reallocated at the March 13th Annual meeting. Computer was down. Unable to do this tonight. It was also mentioned that Burns Valley Road would need resurfacing and 3 culverts needs signs to identify them. The cost to resurface will need to be rebid. Cost could be \$80,000-\$200,000. Old Mill Road is also a concern. Culvert between the Low's and Stenger's needs to be done.

**2019 Roads budget of \$35,000? Is that enough? Do we need more? Pat and Dave both agreed to increase to \$50,000 to be discussed and approved at the March 13th Annual meeting.

-PPJ&W request: The township received a letter of request from PPJ&W Attorney at Law and need to discuss how to respond to this request. Need to reach out to Gilchrist to find out how to handle. Should Gilchrist be answering these requests or should the Clerk/Treasurer? What is our legal obligation to respond? Request was made to provide documentation about the \$69,000 payback and documentation for time of the Clerk/Treasurer spent, from conception, on the SSD. It was mentioned that there were 3 Clerk/Treasurers from 2011 so it would be impossible as none of the Clerks separated their time out for the SSD. Kim mentioned that she felt the time spent on SSD was part of her job responsibility as it is still considered Township business. Kim mentioned she could understand time attending Sewer Committee meetings, but she didn't feel the time emailing or conducting normal clerk duties should be kept separate. She also commented that the Facility Plan Public Hearing was Township business and not strictly SSD. Comment was made regarding Kim attending Sewer Committee meetings. It was requested that the Clerk need not be present to take minutes for committee meetings, but rather only Board meetings or meetings where the Board is present. If the Clerk's time is going to be kept separate for SSD work, shouldn't her time be kept separate for requests outside the SSD, regarding the SSD be kept and billed separate? A comment was also made that if the request was not a subpoena and that the Board shouldn't have to respond at all. Clerk will check with Gilchrist to confirm how to handle this request and requests moving forward.

-WENCK Timeline: Facility Plan was completed and turned in to MPCA/MPFA on Thursday, March 1st. WENCK had sent out an email with the updated FP and a link to the supplemental information. Sheila said she would forward to those requesting a copy. Kim has not been able to upload this to the website due to file size errors. She will be getting in touch with a contractor that can help with WordPress when time allows.

-Sewer Committee meeting: Thursday, March 20th at 6:00pm to discuss the current MOU approved by MNDOT

-Wash Tokens: Board discussed that the Township will purchase wash tokens from Splish Splash in La Crescent for Tim and Tom. They will need to let Kim know when they are getting low so she can pick up some more. **Dave made a motion to purchase 10 tokens at \$5.50 each for a total of \$55.00, Pat 2nd, vote 2-0 pass Tuan absent**

-Hot Water for Town Hall: Kim asked about getting hot water hooked up for Town Hall? Currently, the bathroom does not have any hot water. Will add to the list for Maintenance. Jay mentioned they have units on Amazon for about \$250.00. Will need to get approval from the Board to purchase or contract it out.

-Rummage Sale question: Friends of Dresbach would like permission to use the Town Hall and grounds for a rummage sale on April 28th. Will need access a few days before to collect donations and set up for Sat. Will ask the attorney about liability concerns.

-Culvert Posting for open house in Nodine, MN: Gave notice to Tim if he wants to attend. March 15th open house.

FROM THE FLOOR

-Sheila updates from WENCK: Facility Plan review should be done by June if not before. Steps moving forward on MOU to review at the Sewer Committee meeting on the 20th. Have Winona County review it and PFA/PCA. Sheila will email.

-April 20-22 parking at the landing/park request: Kerrigan's are having guest and events during these dates and request that additional parking be made available. Clerk will notify the Sheriff again. This is also the weekend of clean-up day and potluck in the park.

-Anyone know who purchased the property in Queens Cove? The Zinke Property? Unknown

Adjourned 8:00pm

Respectfully submitted by

Kim M Low

3/9/2018