

**DRESBACH TOWNSHIP**

**REGULAR MEETING**

January 8, 2019

6:00pm

**ATTENDEES:** Dave McCann, Nick Redmann, Brant Amble, David Gilster, Mike (unreadable), Gerard O'Flaherty, Jim Huerkamp, Jodi Erdmann, Judy Baeder, Larry Baeder, Pat Burns, Jeff Tesch, Deb Tesch, Joe Baumgartner, Tom Jeseritz, Connie Jesertiz, Nancy Goodlund, Larry Goodlund, Steven Hegberg, Tim Mormann, Mariel Carlisle, Paul Ledebuhr, Kerry Brinkman, Marilee Hedberg, Paul Shimshak and one other person that was not legible.

-Call to order at 6:05pm

-Pledge of Allegiance

**GUESTS:**

-Judy Baeder: The Friends of Dresbach would like permission to use Town Hall on February 20<sup>th</sup> from 5:30-10:00pm to allow a showing of "Decoding the Driftless" by George Howe, Dresbach resident. Set up from 5:30-6:30, 7:00-8:00 viewing, 8:00-9:00 reception and 9:00-10:00 clean-up. Also asked the Board to consider moving Clean-up Day to the following weekend after Earth Day/Easter. April 26-28<sup>th</sup>. **Nick makes a motion to approve the FOD to use Town Hall and to move Clean-up weekend to April 26-28, Brant 2<sup>nd</sup>, vote 3-0 passes**

-Joe Baumgartner: 3 loads of rock that were billed by B&B from Spring 2018. Has a detailed load receipt for repayment as Mathy billed B&B instead of the Township. Discussed plowing options and mowing at a rate of \$85/hr.

-Paul Ledebuhr: Changed plowing contract for Burns Valley to anything over 2" Ledebuhr will do. Anything less Tim will take care of. They will communicate together to make arrangements.

-Approve minutes: **Approve minutes from 12/2/18 Brant made a motion to approve, Nick 2<sup>nd</sup>, Discussion vote 3-0 approved.**

-Chairman and Vice-Chair: **Brant makes a motion that Dave McCann take the Chairman position, Nick 2<sup>nd</sup>, vote 3-0 passes Dave motions that Nick Erdmann take the Vice-Chair position, Brant 2<sup>nd</sup>, vote 3-0 passes**

-Treasurer: Presented Treasurers report for review, updated mileage reimbursement, approve accounts payable, review account balances from 2018, approve payment to Bank of Zumbrota for Feb, Credit Card resolution and account authorization, special assessment approval sent to Winona.

**OLD BUSINESS**

-Maintenance to-do list/job orders: Table until Feb, Brant and Kim didn't have time to implement a policy

-Edmondson House: Updated regarding the parcel being sold and that safety is still a concern.

-Road Lights: Discussed the need for more lighting in Dresbach. Go from 100W to 150W, adding 4 new lights, Mulder, Pete's, Secluded Rd parking area and Boar landing (250W). Will table until February until Kim can get more information from Xcel about placement and Wattage vs. Lumens options.

-Waas Valley drainage: updated that the Board will address concerns as they appear moving forward.

**NEW BUSINESS:**

-Finance Committee: Kim asked the Board to consider reinstalling a Finance Committee to help with Levy funds and operation of funds per year, Capital budgeting and annual meeting. Discussion regarding MAT being able to help or having someone as an advisor. Kim will reach out to MAT to see if she can get the assistance needed to answer her questions and will ask Steve Hedberg to assist as an advisor with any unanswered questions or concerns.

**DRESBACH TOWNSHIP**

**REGULAR MEETING**

January 8, 2019

6:00pm

-Annual meeting: Set for 2<sup>nd</sup> Tuesday in March, March 12<sup>th</sup>, 2019 at 6:30pm, Board approved to post in the Winona/Houston papers.

-New Resolutions suggested: Tabled until February

-Swearing in/Certificate of Election: submitted and filed

-Contact list updated: Board reviewed and approved the list as typed

-Choosing outside council: Tabled until needed per Litigation

**FROM THE FLOOR:**

-Question from the floor asked about an update from the closed meeting at 5:00 with attorney and status of litigation. There is a hearing scheduled in Winona for Wednesday, February 13<sup>th</sup> at 1:30pm. Currently waiting for the Judge to rule on the establishment of the SSD.

Adjourned at 7:32pm

Respectfully submitted,

Kim M Low

1/15/2019

**Dresbach Township**  
**Re-organization minutes**

1/8/2019 @6:00pm

Dresbach Town Hall

**ATTENDEES:** Dave McCann, Nick Redmann, Brant Amble, David Gilster, Mike (unreadable), Gerard O'Flaherty, Jim Huerkamp, Jodi Erdmann, Judy Baeder, Larry Baeder, Pat Burns, Jeff Tesch, Deb Tesch, Joe Baumgartner, Tom Jeseritz, Connie Jesertiz, Mancy Goodlund, Larry Goodlund, Steven Hegberg, Tim Mormann, Mariel Carlisle, Paul Ledebuhr, Kerry Brinkman, Marilee Hedberg, Paul Shimshak and one other person that was not legible.

**REGULAR MONTHLY MEETING**

Current: First Tuesday of each month at 6:00 p.m.

**2019: First Tuesday of each month at 7:00pm**

**SPECIAL AND MID MONTH MEETINGS**

Current: Called when needed.

**2019: Called when needed**

**Annual Township Meeting: 2<sup>nd</sup> Tuesday of March, Tuesday, March 12<sup>th</sup>, 2018 at 6:30p.m. Weather date is the 3<sup>rd</sup> Tuesday of the month.**

**MEETING PROTOCOL**

Current: General Rules of Order or subset thereof; Chairperson  
The board also determines time limits on each topic

**2019: General rules of order or subset thereof; Chairperson  
The Board also determines time limits on each topic**

**MEETING REPORTS/UPDATE REPORTS**

Current: Road, Treasurer, ongoing business, any new business, annual meeting, reorganizational meeting, Board of Equalization.

**2019: Road, Treasurer, ongoing business, any new business, annual meeting, reorganizational meeting. REMOVED  
BOARD OF EQUALIZATION as this is done at Winona County now.**

**Meeting - BOARD OF AUDIT**

Current: Board of Audit consists of the Town Board supervisors. Meeting must be completed before the Annual meeting in March. This meeting is included in the monthly stipend.

**2019: Board of Audit consists of the Town Board supervisors. Meeting must be completed before the Annual meeting in March. This meeting is included in the monthly stipend**

**WAGES AND EXPENSES**

**BOARD**

Current: Board members: Supervisors - \$300.00/month  
Chairman - \$350.00/month

Paid mileage as federally mandated rate (\$0.545 per mile)

Minnesota Association of Township Annual meeting in Fall three days;

Each day will be paid for 8 hours at the rate of \$15. Mileage to and from,

During conference each day one meal per day paid.

One short course board members can be paid hourly for time they are present at that training at the rate of \$15 per hour along with being paid mileage. Other trainings or long-distance mileage has to be board approved.

**2019: \*Board members: Supervisors - \$300.00/month**

**\*Chairman - \$350.00/month**

**\*Any other Board member sitting in as Chairman - \$350.00/month**

**\*Paid mileage as Federally mandated rate (\$0.58 per mile)**

**\*Minnesota Association of Township annual meeting in Fall three days;**

**-Each day will be paid for 8 hours at the rate of \$15 per hour**

**-Mileage to and from**

**-Paid for hotel accommodations for 3 nights**

**-During conference each day, one meal will be covered**

**-Spouses of the Board and other paid positions are invited to attend. No additional expenses are covered for spouses.**

**\*One short course Board members can be paid hourly for time they are present at the rate Of \$15 per hour along with paid mileage.**

**\*Other trainings or long-distance mileage has to be approved by the Board along with other training for hourly employees will be paid regular wages.**

**\*Winona County Annual Township meeting, banquet fee and mileage are covered by the Township For board members and other hourly employees. Hourly employees will be paid at \$15/hour**

**Dresbach Township**  
**Re-organization minutes**

1/8/2019 @6:00pm  
Dresbach Town Hall

**CLERK/TREASURER**

- Current: Clerk paid hourly \$16/hr. – Included but not limited to: accounts receivable, accounts payable, year-end, quarterly reporting, emails, Workmen’s Compensation, MN unemployment, Public Employees Retirement Association, MN Revenue, Federal Internal Revenue Services, Social Security, upkeep and maintaining township records, election duties, record monthly meeting minutes.  
Reimburse Mileage at federal rate (\$0.545 per mile)  
Minnesota Association of Township Annual meeting in Fall three days;  
Each day will be paid for 8 hour at the rate of \$16. Mileage to and from,  
During conference each day one meal paid for.
- 2019:** **\*Clerk paid hourly \$16/hour – accounts receivable, accounts payable, year-end, quarterly reporting, emails, Workmen’s Compensation, MN unemployment, Public Employees Retirement Association, MN Revenue, Federal Internal Revenue Services, Social Security, upkeep and maintaining township records, election duties, record monthly meeting minutes, upkeep website, payroll, etc.**  
**\*Reimburse mileage at Federal rate (\$0.58 per mile) for approved travels**  
**\*Minnesota Association of Township Annual meeting in Fall three days;**  
    **-Each day will be paid for 8 hours at the rate of \$16 per hour**  
    **-Mileage to and from**  
    **-Paid for hotel accommodations for 3 nights**  
    **-During conference each day, one meal will be covered**  
    **-Spouses of the Board and other paid positions are invited to attend. No additional expenses are covered for spouses.**  
**\*Board will conduct a performance evaluation annually. March 5<sup>th</sup> at 6:00pm, closed session with personnel.**

**MAINTENANCE**

- Current: Maintenance and back-up maintenance paid hourly \$20/hr. mowing, snow removal, up keep of Township where it needs to be addressed, etc.
- 2019:** **\*Maintenance and back-up maintenance paid hourly \$20/hr. – included but not limited to: mowing, snow removal, upkeep of Township where it needs to be address.**  
**\*Board will conduct a performance evaluation annually. March 5<sup>th</sup> at 6:00pm, closed session with personnel.**  
**\*Any additional training approved by the Board will be paid at a rate of \$20 plus mileage of (\$.58 per mile)**

**ELECTION JUDGES**

- Current: \$12.00/hour, ~ paid mileage and training  
**2019: \$12.00/hour – paid mileage and training**

**MILEAGE**

- 2019 (Mileage calculated as federally mandated). \*\* As of January 1, 2019 it is \$0.58.**

**TIME SHEETS**

- 2019: \*Board and Clerk/Treasurer time sheets must be turned in prior to Monthly meetings.**  
**\*Maintenance time sheets must be turned in weekly**

**VENDORS INSURANCE (CERTIFICATE OF INSURANCE NEEDED FROM ANY VENDOR WORKING IN TOWNSHIP).**

Please be sure anyone hired to assist Dresbach Township with road repair, i.e., contractors, tree trimmers, roadway plowing, cutting grass, ditching, etc., hired for township work, please get a **Certificate of Insurance**; this is for everyone hired to work for the township to comply with **Worker’s Compensation/MATO**. **The Clerk/Treasurer will audit Certificates in January of each year, which is required by MATIT. Letters/emails will go out requesting updated certificates for those vendors not current. Certificates must be present before services start.**

**REVIEW Township Insurance: Review must be done annually when the policy is renewed.**

**Brant makes a motion to accept the changes noted in YELLOW, Nick 2<sup>nd</sup>, vote 3-0 passes**