

TOWN OF SILVER CREEK
REGULAR MEETING
September 18, 2012

The regular meeting of The Town Board of the Town of Silver Creek was held on Tuesday September 18, 2012 at the Town Hall. Present were Supervisors – Greg Hull, Larry Lampart; Treasurer – Bobbi Gilbert; Clerk – Laura Kleive; Deputy Clerk – Fred Whitney; Town Road Foreman – Rick Grupe. Supervisor Mike Hoops was not at the meeting.

Hull called the meeting to order at 6:00 p.m.

CONSTITUENTS CONCERNS:

No constituents were present.

CROSS CARTWAY:

The hearing is set for next Monday, September 24, 2012 and all notices have been sent out and were properly posted.

CLARK ROAD ENCAMPMENT RIVER BRIDGE:

Discussion was held during the Road and Bridge update.

STEWART RIVER SUBORDINATE SERVICE DISTRICT:

Fred Whitney relayed that he had a phone call from Eric Blasing indicating he would not be at our meeting this evening, but will be out to finish the surveying work some time during the second week of October. Eric also indicated that he and Peter will be evaluating the sewer pump house access board for any possible upgrades or recommendations. They have not looked at the property we own as a potential ponding site.

(Mike Hoops wanted it to be noted that it is not Eric and Peter that will evaluate the access board, but rather a separate company).

Laura updated The Board regarding the possible amending of our coastal grant application. During her conversation with Carla, Laura was told that our application had been denied. This grant was in the amount of \$50,000. Our application was more for construction monies, while the grant was not funding that type of need.

Whitney suggested that we revisit the utilization of a grant writer as we apply for more grants. Often times it is how the application is written, and how the scope of work is in fact described, that we will be more successful in acquiring the monies. We should look to Wenck and their writers, or Bridget Chard, or others, to help us with grant writing.

REVIEW MINUTES:

Motion by Lampart, second by Hull to accept the 08/21/2012 Regular meeting minutes as presented. Carried unanimously.

Motion by Hull, second by Lampart to accept the 08/21/2012 Reopened annual meeting minutes as presented. Carried unanimously.

Motion by Lampart, second by Hull to accept the 08/27/2012 Quarterly CDSSD meeting minutes as modified. Carried unanimously.

TREASURER'S REPORT:

Ending balance of \$427,943.61 with \$8,871.30 in outstanding checks, and a bank charging error of \$14.40, for a total of \$419,086.71 balance as of 07/31/12. The Lake Bank had made the \$14.40 error with our account and has already corrected.

Motion by Hull, second Lampart to accept the Treasurer's report as presented. Motion carried.

Motion by Hull, second Lampart to transfer \$70,000.00 from savings to checking as per Treasurer's request. Carried unanimously.

READING OF THE BILLS:

Current month's bills were read. Motion by Hull, second Lampart authorizing payment of the bills and electronic fund transfers. Carried unanimously.

Motion by Hull, second Lampart authorizing the net payment to Lake County of \$7,656.35. Carried unanimously.

CORRESPONDENCE:

- Part D Medicare notification
- Lake County Planning Commission hearing notice – Fitzgerald property
 - Hull indicated that he was in attendance and that the issue was tabled until October so that The Silver Creek Town Board could meet to discuss this issue and perhaps deliver concerns or suggestions.
- Lake County Land Use Applications were presented
- Letter received from The City of Two Harbors in response to our letter identifying a range of charges from The City that would be acceptable regarding the Stewart River Subordinate District.
- Lake County notification regarding the Clark Road, Encampment River Bridge project bids.
- Minnesota Association of Townships District 10 meeting notice on September 26, 2012 in Twig, Minnesota.

ROAD & SAFETY:

Rick Grupe reported that the main Lake County mower is not working, but we may get the smaller mower for our fall mowing. The FEMA project worksheets are all done. There was a worksheet prepared and submitted for emergency repair work, one for permanent repair work and a third for the Encampment River bridge repair work. Whitney indicated that the FEMA rep had said that within 6 to 7 weeks of signing and submission, we should expect to see our monies. If we don't, we are to begin contacting the Minnesota Home Land Security office for our monies; we have that contact information.

These worksheets were ultimately prepared by the FEMA rep. The information, the costs, the hours, and the invoices that Rick Grupe submitted to the rep were then utilized by the FEMA rep as input to the final project worksheets. Unless there is some error on the FEMA rep's part, the

project worksheets should be accepted. It would be approximately \$176,000 if we receive all monies.

The future upgrading of culverts and/or bridging of three stream crossings were discussed – East Castle Danger Road, Alger Grade Road and the ravine under Town Road by our garage. We can no longer install culverts at these locations.

When Grupe contacted the sales rep from Johnson Culvert Company, Fargo, for a culvert cost estimate regarding the Clark Road repairs for filing with FEMA, the rep indicated that he thought they could have done the bridge for some \$300,000. Grupe reminded the rep that the project was Lake County's project. This company also has a solution for our three stream crossings mentioned above.

The West Castle Danger will be repaired as the truck traffic from the Highway 61 resurfacing project is completed. KGM will be billed for that work. We have billed KGM for the chloride provided. The Burlington Road work has been completed and the Weckman's are very, very appreciative. At various parts of the shoulders along Press Camp Road, some grass seeding will need to be performed before the end of the year. Two pipes on the West Castle Danger Road will be placed yet this year, as well as a couple on the Alger Grade and one on the Alder Road.

OLD BUSINESS CONTINUED:

The pump has been pulled at the Tidball property. We will now send the final information to Pete Morris for the certification of our costs to taxes, as well as to the Probate Courts.

The Clark Road Bridge easements have been signed and will now be filed with the County.

Supervisor Hoops wanted us to join the MnWarn agency. Whitney presented a Board Resolution that is required by MnWarn. Motion by Lampart to table this discussion and resolution so that Supervisor Hoops could discuss further with The Board, second by Hull. Carried unanimously.

The Stone property does have a recorded easement, but we will still need a survey and a location by the engineers. Grupe will develop estimates for the installation of the required grinder to be presented to the Stones.

The letter from The City of Two Harbors was discussed. It was noted that the \$500,000 charge has been placed back on "the table". We understand what the cost would be for their construction costs, but we had been assured that we would not be charged; now it is. Additionally, we will be required to hold waste water for a minimum of 24 hours. We still need to discuss with The City the idea of using the golf course for dispersal of waters. This makes a lot of sense, a great solution.

NEW BUSINESS:

In that The Board has the Cross cartway meeting Monday the 24th, and Laura is wanting to transition from her current position as clerk, Hull moved that we schedule a closed meeting at 8:00 pm, following the cartway meeting, for the purposes of labor negotiations to discuss and formalize the transition plan between the outgoing Clerk and our incoming Deputy Clerk, Lampart second the motion. Carried unanimously.

Whitney presented the costs and requirements of our clerk becoming a full Notary. The initial five year costs is some \$175; State filing fee, County filing fee and a stamp. An optional E & O insurance policy, or a Surety Bond, are not required, but each would have a premium cost. It was decided that we hold any decision until the Clerk transition plan is discussed on Monday.

Whitney presented three cost analyses for a new multifunction copier/printer/fax/scanner purchase or lease. It was Whitney's recommendation that we purchase the device, and obtain a full service maintenance contract with Xerox, our current provider. It was discussed that our current copier costs run about \$500 per year. Hull moved to authorize the Deputy Clerk to select and purchase a device not to exceed \$1,450 and to select a suitable maintenance contract that is the most economical and in the best interests of The Township, second by Lampart. Carried unanimously.

ADJOURN:

Lampart made the motion to adjourn at 7:37 pm, second Hull. Motion carried.

The next meeting of the Town Board will be held on Tuesday October 9, 2012, 6:00 p.m. at the Town Hall.

Respectfully submitted,
Frederick R. Whitney, Deputy Clerk