

TOWN OF SILVER CREEK
REGULAR MEETING
January 15, 2013

The regular meeting of The Town Board of the Town of Silver Creek was held on Tuesday January 15, 2013 at the Town Hall. Present were Supervisors – Michael Hoops, Greg Hull, Larry Lampart; Clerk – Frederick R. Whitney; Treasurer – Bobbi Gilbert; Town Road Foreman – Rick Grupe.

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

CONSTITUENTS CONCERNS:

None.

STEWART RIVER SUBORDINATE SERVICE DISTRICT:

Whitney indicated that he had an email from Eric Blasing, Wenck Engineering, regarding the March 1st grant filing deadline. As we are amending our grant application to investigate a filtering system versus a ponding system, Eric has obtained an extension of the deadline. It is now June 1, 2013. Whitney also indicated that he has submitted the final invoice for the grant as the GIS and field work has been completed. Hoops indicated that he has not as yet set a meeting with Lake County regarding their financial support for our project; \$28,000.

REVIEW MINUTES:

Motion by Hull, second by Lampart to accept the 12/18/2012 Regular meeting minutes as amended. Carried unanimously.

Motion by Hull, second by Lampart to accept the 12/18/2012 Cross cartway reconvened hearing minutes as amended. Carried unanimously.

TREASURER'S REPORT:

Ending balance of \$624,210.97 with \$174.01 in outstanding checks, for a total of \$624,384.98.

Account balances were discussed as to actuals vs. budget. While this is our year end, we need to make sure all accounts have received accurate entries throughout the year. In addition, due to the enormous costs associated with the June flood and how we are somewhat restricted in the detail as we account for the receiving of FEMA reimbursement monies, it will be difficult to budget; our historical numbers will be skewed. Prior to the February budget meeting, Hull and Whitney will look over the detail for each account.

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

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

Jokingly, Hull acknowledged that, "Larry was not wrong", regarding the FEMA payments that have arrived, in time, November 7, 2012 and December 7, 2012. Hull was very pleased that we have received our reimbursement, as was the entire Board.

READING OF THE BILLS:

Current month's bills were read; Claim #3236 thru 3265. Motion by Hull, second by Hoops authorizing payment of the bills and electronic fund transfers. Carried unanimously.

CORRESPONDENCE:

- Lake County Planning and Zoning Variance requests (3).
- Lake County Conditional Use requests (2).
- eMail from Wenck Engineering regarding the Stewart River Subordinate Sewer District grant application deadline extension.
- Electrical Co-Op deferred dividend listings.
- Happy Holidays card from the Electrical Co-Op.

ROAD & SAFETY:

Rick Grupe said that the "Lincoln" welding machine has been repaired under warranty. While he was still on vacation, the rain we had did cause our roads to be very icy, but all were sanded by the afternoon. Grupe had a budgeting question. He indicated that he had not gone through his entire tool budget this year, but does see the need to increase that budget amount even above what was budgeted for in 2012. The Board generally agreed that what was not spent could be added to his 2013 budget. The Board went on to say that dependent upon the amount, if he sees an expenditure that is above the historical average, it will be either entered as a capital expenditure, or as an increase to his budget.

The Board recessed briefly. Bobbi Gilbert left the meeting due to her cold.

OLD BUSINESS:

The Stewart River Subordinate Sewer District was discussed earlier. The Whitney encroachment letter was sent to the County, however a meeting has not as yet been set by Chairman Hoops.

NEW BUSINESS:

- Hull moved the adoption of the Resolution Appointing Election Judges and the Absentee Ballot Board, (attached to these minutes), second by Lampart. Approved unanimously.

Voting in the affirmative were; Michael Hoops, Gregory Hull and Larry Lampart.

**RESOLUTION APPOINTING ELECTION JUDGES
AND
ABSENTEE BALLOT BOARD
FOR
FOR MARCH 12, 2013 TOWNSHIP ELECTION**

Whereas, Minnesota Statutes Section 203B.121, subd.1 requires the town board, as the governing body of the town, to appoint election judges and an absentee ballot board to process all ballots and absentee ballots returned to the town clerk for the town election scheduled to be held on Tuesday, March 12, 2013; and

Whereas, the ballot board must consist of election judges trained in the handling of absentee ballots, or staff trained as election judges; and

Whereas, even though only two members are required to meet whenever an absentee ballot needs to be processed, the ballot board must consist of at least the same number of members as the minimum number of required election judges for the town election, which pursuant to Minnesota Statutes Section 204B.22 has been determined to be 3 for the March 12, 2013 election for the Town of Silver Creek; and

Whereas, the Town Board for the Town of Silver Creek has appointed its election judges for the March 12, 2013 election as required by Minnesota Statutes Section 204B.21;

Jane Wick
Tamara Martineau
Laura Kleive

Now Therefore Let It Be Resolved: That the Town Board for the Town of Silver Creek hereby appoints the following election judges to serve as the ballot board required to perform all duties required in the processing of absentee ballots required under Minnesota Statutes Section 203B.121 and all other applicable statutes and rules:

Jane Wick
Tamara Martineau
Laura Kleive

Be it Further Resolved: That the Town Board of the Town of Silver Creek hereby authorizes any member of the ballot board to be compensated as required by Minnesota Statutes Section 203B.121, when said member performs any required duty of the ballot board.

Be it Further Resolved: That the Town Clerk may appoint additional election judges, as well as absentee ballot board members, as needed.

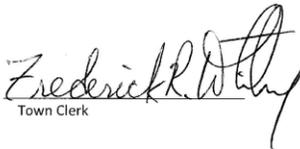
Adopted by the Silver Creek Town Board,

January 15, 2013

Signed by:
Chairperson



Attested to by:
Town Clerk



- The following candidates have filed for the March 12, 2013 Township Elections as of the January 15, 2013 at 5:00 p.m. deadline:

Michael Hoops – Supervisor – 3 year term
Bobbi Gilbert – Treasurer – 2 year term
Frederick R. Whitney – Clerk – 1 year term

- Hull made the motion to authorize the Chairman and Clerk to sign the audit confirmation authorization letters for the 2012 audit conducted by Walker, Giroux & Hahne, Ltd., second by Lampart. Approved unanimously.
- Lampart made the motion to authorize the Chairman to sign the annual agreement for services between The Town of Silver Creek and Wenck Engineering, second by Hull. Approved unanimously.
- Whitney reminded The Board of their desire to create a transition plan for the Road Foreman and his replacement, as well as the Cost of Living Raise policy before the February budget meeting.

- Discussion followed regarding the annual sewer truck reimbursement. While the Road and Bridge account pays for all costs associated with this truck, this monetary transfer to the Sewer account delineates sewer related costs into the correct account. The Clerk was directed to obtain examples of cost reimbursement; FEMA rates, State rates, etc. The Board will then select a proper method to account for sewer use of this truck.

ADJOURN:

Hull made the motion to adjourn at 8:12 pm, second Lampart. Motion carried.

The Board Budget meeting will be on Tuesday, February 12, 2013 at 4:00 p.m.

The next regular meeting of the Town Board will be held on Tuesday, February 19, 2013, 6:00 p.m. at the Town Hall.

Respectfully submitted,
Frederick R. Whitney, Clerk