

TOWN OF SILVER CREEK  
October 11, 2016

The regular meeting of the Town Board of the Town of Silver Creek was held on Tuesday, October 11, 2016 at the Town Hall. Present were Supervisors – Mike Hoops, Greg Hull and Larry Guentzel (absent); Clerk – Kristina Pirsig; Treasurer – Jamie Pellman; Town Foreman – Eric Warnecke; Constituents – Ben Fleming

Hoops called the meeting to order at 7:01 p.m.

**CONSTITUENTS CONCERNS:**

Ben Fleming approached the Board regarding the high volume of traffic from Highway 3 onto the Fors Road and Gun Club Road, especially on Sunday evenings. Discussion followed. All agreed that there is nothing the Township can do because they are not Township roads.

Fleming wondered if our Comprehensive Plan and it's referral to the City of Two Harbors regarding a bypass was still in the works. Discussion occurred about reasons why nothing has come about.

Fleming inquired about run off into the streams and Lake Superior. Discussion occurred about the plans for Stewart River Subordinate Service District.

**ROAD & SAFETY:**

Town Foreman Eric Warnecke reported that everything has been going well. They have been marking the cemetery. Warnecke inquired about the need to have winter burials.

Per the Township Cemetery Rules and Regulations: SECTION 1: INTERMENTS. "...Interments may be postponed due to weather and soil conditions at the discretion of the Town Chairman and Town Foreman. Winter burials are discouraged."

Warnecke reported the repairs to the soft spot on the Clark Road are finished. It was ditched out by the pot hole but wasn't dug out. It will be checked on next year.

Warnecke reported that the E. Alger Grade will be graded after the County is finished hauling salt sand.

There was a new septic discharge pump installed at the Town Shop. The pump line needs to have some work done next year.

Discussion occurred about the progress of the new buildings.

Warnecke inquired about the Boards position on having gravel crushing done through Lake County. The Board affirmed that if the County crushes they would like to see the Township be able to crush. Warnecke stated that Neil Udenberg, Lake County Road Foreman, hasn't decided if they are going to crush this year.

*Town Foreman Eric Warnecke and Ben Fleming left after Road & Safety Report.*

**REVIEW MINUTES:**

*Moved to later in the meeting.*

**TREASURER'S REPORT:**

Jamie Pellman presented the Treasurer's Report for September 2016:

TTOSC checking: \$512,844.40 and TTOSC savings: \$594,821.10 for a total of \$1,107,665.50.  
Outstanding Checks: \$138,207.19. CTAS balance: \$969,458.31.

No transfer request for this month.

Hoops inquired about any outstanding invoices for sewer bills. No outstanding invoices.

Discussion occurred about outstanding capital project bills.

Clerk reported that there are a few regular monthly bills that haven't been received. She requested authorization to pay those bills next week, as the Regular Meeting was one week early. Board authorized Clerk to be able to pay any regular bills, off cycle for the month of October. Any unique invoices need to be approved at the next meeting.

Motion by Hoops, seconded by Hull, to accept the September Treasurer Report. *Motion carried unanimously.*

### **READING OF THE BILLS:**

Motion by Hoops, seconded by Hull, authorizing the annual transfer for Sewer Truck Costs. *Motion carried unanimously.*

Current month's bills were read; Claims 5073-5098 payrolls and electronic transactions thru 10/13/2016.

Motion by Hull, seconded by Hoops, authorizing payment of the bills and electronic funds as presented. Hoops abstained from voting on disbursement: 0929201609. *Motion carried unanimously.*

*Motion by Hull, seconded by Hoops, to take a recess at 8:40 pm. Motion carried unanimously.*  
Hoops called the meeting back to order at 8:49 pm.

### **CORRESPONDENCE:**

- Thank You – Jamie Pellman
- Land Use Permit –
  - Elwood Peterson
  - Elmer Bruce
- Lake County – Land Use:
  - Scott & Rachel Giscotia
  - Raymond Weideman
  - Curtis Grisim
- Lake County – Recorded variance for Town of Silver Creek
- Deputy Clerk, Fred Whitney - Resignation

Motion by Hoops to accept, with regrets, Fred Whitney's resignation letter. Motion failed due to lack of a second.

### **OLD BUSINESS:**

- **Beaver Valley Road:** Hull reported there is no current update. Clerk reported that she spoke with Mary Jane Van den Huevel, Beaver Bay Township Clerk, at the ALCCTO meeting. Hoops directed the Clerk to follow up with Beaver Bay Township.

### **NEW BUSINESS:**

- **Request from Lake County Agricultural Society – Hall Rental Fee:** Request from Jessica Williams that the fee for the Town Hall be waived for the Lake County Agricultural Society Annual Meeting.

Motion by Hoops, seconded by Hull, to grant the request as part of the Township's annual support of the Lake County Agricultural Society and the work they do with the Lake County Fair. *Motion carried unanimously.*

- **Storage Rates for Pavilion:** Hoops presented a charge of \$1 per lineal foot for a six month rental. Removal would be May 1<sup>st</sup>. Clerk was directed to call Dale Moe and Lake County Agricultural Society and advise them of rates. Clerk was directed to place a classified ad in the North Shore Journal.
- **Bid Form:** Board reviewed the Bid Form created by the Clerk. Add: Please mark envelope "Steel Siding".

Motion by Hoops, seconded by Hull, to authorize the Clerk to accept and award the sale of surplus used steel siding from the building project. *Motion carried unanimously.*

- **Heavy Equipment Operator – Memorandum of Understanding:** Board reviewed and requested that changes be made. Position Description to be updated as well. Clerk was directed to update both documents and send to Hoops for review and approval.
- **Driveway Permit Application:** Clerk presented Lake County's Driveway Application and process. Board instructed Clerk to revise document, to fit Town of Silver Creek, and present at November meeting.

*Treasurer, Jamie Pellman left meeting.*

- **Resolution 2016-8: Authorizing Contract with Interested Officer – Hull:** *Tabled until November meeting.*

#### **Pending Business:**

- **Cemetery Kiosk:** Discussion occurred about the status of this project. Clerk was instructed to contact Dick Bohrer for an update. Clerk was directed to order six signs for "No Smoking, No Drinking, No Drugs - Any violation will result in loss of damage deposit."
- **Mickelson Driveway Permit:** Clerk reported there was no update from Town Attorney Russ Conrow. Clerk was directed to have a standing order to contact Town Attorney weekly regarding updates. Clerk was instructed to revise the permit and send it to the Minnesota Association of Townships Attorneys for review.
- **Town Accounting Policy:** Clerk reported that Patty Sabie, Walker, Giroux and Hahne, reviewed the policy and was in favor of the policy. Clerk was directed to add Treasurer's signature to form.

#### **Minutes:**

*Tabled until November Meeting*

Discussion occurred about the Clerk's performance of duties. Question was raised if Clerk was keeping track of hours. She is not. Board directed Clerk to keep track of hours or if she needs motivation to do so, pay could be withheld. Board encouraged Clerk to use resources at hand. Constituents have spoken to Supervisors about lack of response from the Clerk. Discussion occurred about compliance with previous motions related to the Clerk's duties. Board expects that the Clerk be responsive to the constituents of the Township.

#### **Adjourn:**

Motion made by Hull, seconded by Hoops, to adjourn the meeting at 10:31 pm. *Motion carried unanimously.*

Respectfully submitted,  
Kristina Pirsig, Clerk