

TOWN OF SILVER CREEK
REGULAR MEETING
JUNE 20, 2017

The regular meeting of the Town Board of the Town of Silver Creek was held on Tuesday, June 20, 2017 at the Meeting Room in the Town Garage. Present were Supervisors – Greg Hull, Mike Hoops, Denny Moen; Clerk – Wendy Langanki; Treasurer – Jamie Pellman; Larry Guentzel; Alison Oftedahl; David Henjum; Butch Henjum; Roger Staples; Ryan Sipper; Al Anderson.

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

CONSTITUENTS CONCERNS:

- Dave Henjum spoke regarding quality of road maintenance, and having an independent person conduct a road test for future job applicants.
- Butch Henjum stated that the Township lost a good man when Warnecke resigned. Henjum also expressed concerns regarding the lack of stability in the excavator stating there is a danger the machine tipping.
- Ryan Sipper stated he had been hearing rumblings on the street and was here to get information.

Hull explained that the Board is bound by law in what they are able to say regarding employees. He stated there has been a problem with Supervisors also being employees. Guentzel has now resigned from the Town Board, and Hoops will be resigning from his sewer operator position as of August 31st. Guentzel's resignation created an opening on the Board, and Hull has been appointed to fill the remainder of the term. Going forward the Board wants to set policy where Supervisors are not hired for employee positions. The Board will be assessing what the Township's needs are regarding employee positions, and move forward posting positions as determined. Establishing a road test for job applicants will be part of the discussion as the Board reviews the needs of the Town.

- Al Anderson asked about brushing on the Alger west of the Clark Road. He requested that brush be cut on the inside of the corner by the pond to provide increased visibility.

ROAD & SAFETY:

- Gravel crushing & chloride – Guentzel stated that the Town had an adequate supply of gravel for the summer. If the gravel should run short there are back up resources. Guentzel stated 4400 gallons of chloride has been delivered – he was questioning when he should begin application. Hoops stated that usually the roads dry up more in July and chloride is applied at that time in conjunction with grading.
- Mower rental – Guentzel stated that Ziegler has a mower available for \$2750 per week. He requested that the mower be rented for two weeks. Motion by Hoops, second Moen to rent a mower from Ziegler in early July for two weeks at a cost of \$2750 per week. Carried unanimously.
- East Castle Danger Road turnaround – Erickson's reviewed and approved the proposed area to increase the size of the turnaround for snow removal. Motion by Hoops, second Hull to have Sam Parker amend the easement map and legal description, and complete all necessary paperwork. Carried unanimously.
- Culverts – Guentzel reported that they are replacing culverts as needed on Clark and Alger. Locates are being obtained as needed.

REVIEW MINUTES:

Motion by Hoops, second Moen to adopt the following minutes with one correction as noted: 05/16/2017 Special Meeting; 05/16/2017 Regular Meeting; 05/30/2017 Special Meeting; 06/06/2017 Quarterly CDSSD Meeting; 06/13/2017 COW Meeting. Motion carried unanimously.

TREASURER'S REPORT:

TOSC checking: \$79,140.91 and TOSC savings: \$641,689.94 for a total of \$720,830.85. Outstanding Checks: \$13,522.50. CTAS balance: \$707,308.35.

Treasurer requests to transfer \$75,000 from savings to checking. Motion made by Hoops, second by Moen, authorizing the Treasurer to transfer \$75,000 from Lake Bank savings to Lake Bank checking. Motion carried unanimously.

Motion was made by Hull, second by Hoops, to accept the May Treasurer Report as presented. Motion carried unanimously.

READING OF THE BILLS:

Current month's bills were read; Claims 5291– 5319 totaling \$29,336.85, payrolls, and electronic transactions thru 06/20/2017.

Motion made by Moen, second by Hoops, authorizing payment of the bills and electronic funds as presented. Motion carried unanimously. Hoops abstained from voting on disbursement #0519201709, 0602201709, 0616201709.

CORRESPONDENCE:

- Lake County P & Z – copies of applications and notices
- Lake County Emergency Management – meeting to be held July 20, 2017 at 9:00 a.m. in the LEC
- MAT – Property Valuation Acceptance Form; membership cards
- Silver Creek Signworks – sign drawings
- Lake Bank – letter of credit; fee schedule – Motion by Hoops, second Moen to have the Chair and Clerk sign the notice acknowledging the change in fees at Lake Bank. Carried unanimously.
- FHLB – letter of credit
- Scott Berglund – quote to repair back door area of chapel
- Ryan Williams – quote to repair back door area of chapel
- MN State Demographer – 2016 population estimate of 1,081 and household estimate of 486
- Morton – repair worksheet acknowledging completion of repairs
- MPCA – Compliance Evaluation Inspection Report

OLD BUSINESS:

- Wallin Town Hall rental – Motion by Hoops, second Moen to refund Wallin's damage deposit due to the timing of this rental application in relation to rules and rental form changes. Carried unanimously.
- Bonding Bill Resolution -

RESOLUTION IN SUPPORT OF FUNDING FOR THE STEWART RIVER SUBORDINATE SERVICE DISTRICT PROJECT

Resolution No. 2017-5

Whereas, The Town of Silver Creek, Lake County, has created the Stewart River Subordinate Service District along State Highway 61 from the East side of Two Harbors to the Silver Creek Cliff Tunnel; and

Whereas, the majority of existing individual Subsurface Sewage Treatment Systems (ISTS; aka septic systems) that are currently in service along this corridor are noncompliant or holding tanks; and

Whereas, these noncompliant ISTS are not protecting the public health, safety and waters of the state; and

Whereas, the Stewart River Subordinate Service District's mission is to construct a new wastewater collection and treatment system to serve up to 131 residential and four commercial connections; and

Whereas, the Town of Silver Creek has completed preliminary project design and Facilities Planning; and

Whereas, the Town of Silver Creek is currently seeking financing for the project; and

Whereas, the Town of Silver Creek has established this project as a significant priority;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Silver Creek hereby supports the Stewart River Subordinate Service District project and Bonding Bill Request to help said project.

BE IT FURTHER RESOLVED, that the Town of Silver Creek authorizes the proper Town Officials to submit an application to the office of the Minnesota Management and Budget for the 2017 Capital Budget Bonding Bill Request.

ATTEST:

Adopted: June 20, 2017

Wendy Langanki, Clerk

Gregory Hull, Board Chairman

The foregoing Resolution was adopted by unanimous yea vote of Supervisors Gregory Hull, Mike Hoops, and Dennis Moen

Ayes: 3
Nays: 0
Absent: 0
Abstain: 0

- **Pavilion and Addition Signs** – the quote from Silver Creek Signworks has been reviewed. Motion by Hoops, second Moen to accept the bid from Silver Creek Signworks in the amount of \$525 installed for the New Addition sign, and \$520 for the Pavilion sign installed/\$165 not installed as presented. Carried unanimously. Motion by Hoops, second Hull to order additional signs for the Pavilion and Town Hall to display rules for use, and also two directional signs showing the entries for the office and shop. Carried unanimously.
- **Chapel repairs**– Bids for repair of the chapel back door entrance have been received as follows: Ryan Williams Construction \$2463 and Scott Berglund \$2500. Motion made by Hoops, second Moen to accept the quote from Ryan Williams Construction in the amount of \$2463. Motion carried unanimously.
- **Town Hall/Pavilion Rental Agreement** – discussed additional edits to the rental agreement regarding deposits and cancellation policy. Motion by Hull, second Hoops to accept the Town Hall/Pavilion Rental Agreement as modified. Carried unanimously. Final copy to be posted on the web site.
- **Broadband Connection for the Town Garage** – Motion by Hull, second Hoops to send a letter to Lake Connections and Lake County Commissioners requesting a short bore under Highway 3 to bring the fiber to the shop in order to provide a faster and more consistent connection to the internet. Carried unanimously.
- **New posting location** – Motion by Hoops, second Moen to move the posting location from the Town Hall to the New Addition on the Town Garage as all meetings are now being held in this location – effective at such time as the display board is available on the building. Carried unanimously.

NEW BUSINESS:

- **Town Operations and Facilities Manager** – discussed language for the job posting, and where to publish. The following ad will be published in newspapers and on the internet upon motion by Hoops, second Moen, carried unanimously:

Town of Silver Creek, Two Harbors MN has an immediate opening for a Town Operations & Facilities Manager. This position minimally requires being able to demonstrate management and organizational skills, basic computer knowledge and skills necessary to use Internet and email, a clean driving record and self-motivation. The position requires a Class A driver's license, CDL with Tanker Endorsement. The position also includes training and support needed to obtain a required Class C Waste Water Operators License.

This is a full time position with a competitive wage and benefits commensurate to training and experience.

For more information and to view a Position Description for this job, please visit the Town's website, www.ttosc.org, or email us at silvercreek@frontiernet.net.

To apply, submit a letter of application along with a resume to: Town of Silver Creek, 1924 Town Road, Two Harbors MN 55616. All applications must be received by 5:00 p.m. on Monday, July 31, 2017.

Motion was made by Hull, second Hoops, to hold a Special Meeting on August 1, 2017 at 6:00 p.m. at the Town Meeting Room to evaluate applications and candidates. Motion carried unanimously.

Supervisors then reviewed the Position Description. Hoops will make amendments to the PD as noted.

- **Summer Short Course Training** – Motion by Hull, second Hoops, to send Alison Oftedahl to the MAT training opportunity on the 29th at Black Bear with usual expenses and per diem paid. Carried unanimously.
- **Storage Container** – container has been moved to the sewer ponds for storage of sewer supplies. Clerk to research and find out what Fund paid for the container originally and do a transfer from the Sewer Enterprise Fund to reimburse the original expense.

Pending issues:

- **Cemetery Kiosk**
- **CDSSD amendment**
- **Highway 3 property** – well has been sealed. Lake County has authorized their Board Chair to sign the quit claim deed for Parcel Number 29-5310-03310 to Town of Silver Creek for the sum of \$25,000.00.
- **Pest House property**
- **Castle Danger Tax Forfeit property** – Conrow is working on language for a potential property transfer.

There being no further business, a motion was made by Hull, second by Moen, to adjourn the meeting at 9:33 p.m. Motion carried unanimously. The next COW Meeting will be held on Tuesday July 11, 2017 at 6:00 p.m. in the Board Meeting Room. The next regular meeting of the Board will be held on Tuesday July 18, 2017 at 6:00 p.m. in the Board Meeting Room.

Respectfully submitted,
Wendy Langanki, Clerk