

TOWN OF SILVER CREEK
COMMITTEE OF THE WHOLE MEETING
SEPTEMBER 12, 2017

The Committee of the Whole meeting of the Town Board of the Town of Silver Creek was held on Tuesday September 12, 2017 in the Board Meeting Room for the purpose of discussing all issues before the board. Present were Supervisors Greg Hull, Dennis Moen, and Mike Hoops; Clerk Wendy Langanki; Clerk Trainee Alison Oftedahl and Town Operations and Facilities Manager Conrad Swanson.

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

1. Press Camp Road Constituents Concerns – A group of Press Camp Road residents plan to attend next week’s regular meeting to discuss their road. Hull directed the Clerk to bring the 2012 paving proposal to the next regular meeting as a starting point. Hull suggested that if constituents can get a petition showing 51% of residents on the road support the plan and commit to their part of the financing, then the township can move forward with obtaining bids.
2. Grader Repairs – Ziegler is replacing the transmission and differential, and expects to deliver the grader on Monday September 18.
3. Town Employee Cell Phones – Langanki worked with ATT&T to reactivate the phones and set up autopay.
4. Salt and Sand Supply – The Town has been getting their salt through Lake County. Hoops recommended obtaining a larger amount of salt as the supply last year barely lasted until spring.
5. North Shore Mining Coal Ash Leachate Proposal – Hoops reported that tests on the leachate are still in progress. A pilot is also planned to test whether our lift stations can handle the quantity of the flow.
6. Chapel Repairs – No new information is available.
7. Cemetery – Bruce Hanson will be burying the cremains of Elaine Hanson on Thursday, September 14. The plot has already been marked.
8. East Castle Danger Turnaround – Waiting on Attorney for final documentation.
9. Linden Water Meter – Linden has provided meter information and a calendar of guest visits. She did not send exact occupancy numbers, but water usage is within the residential levels.
10. Sign Requests – Shaffer has requested a “No Lake Access” for Cliff Point Road, and Tim and Karen Erickson have requested a “No Parking” sign. Swanson to check with John at Lake County regarding the requested signs.
11. MAT District 10 Meeting Report – Moen and Hoops attended the meeting and reported that Northern Minnesota projects were not funded by the legislature. A meeting will be held with state representatives and Rick Nolan to discuss Stewart River Wastewater proposal.
12. Adoption of Conflict of Interest Policy – The policy discussed in May has not yet been formally adopted. Planned to move forward with drafting a document to be presented and approved in the regular meeting.
13. Lake Connections – Moen visited Lake Connections to check on installation progress. An activation date was not yet available. Hoops noted that it will be important to cut over all township phone lines at the same time. Hull and Swanson reported a positive meeting with Lake Connections managers Ken Walker and Don Carlson that discussed process to be followed when fiber lines are run along township roads.
14. Ryan Sipper Constituent Concern – Ryan Sipper requested a privacy fence be installed to separate his property from township property behind the Chapel and old Town Hall. Clerk to locate a survey done in the past. Hull has offered to donate the lumber to the township for the project if it is approved in the regular meeting.

15. Personnel planning –
 - a. Status of elimination of Guentzel's position – Hull met with Conrow in regard to the restructuring and was assured of the legality of the restructuring.
 - b. Status of the posted Operations Assistant position – Only one application was received by the closing date. In order to allow Swanson to focus on his training, and due to the inadequate number of applicants, the hiring process will be postponed.
16. Key Drop – A key drop box would facilitate the timely return of Town Hall keys after special events. Clerk to purchase drop box.
17. Mailbox – Currently mail may remain in the mailbox for 4-5 days on holiday weekends and can become soggy. A secure and more weather proof mailbox would prevent this. Clerk directed to research affordable options.
18. Employee Credit Card Agreement – The Credit Card Agreement needs to be updated to reflect current procedures. An updated draft will be submitted in next week's meeting for Board approval.
19. Fund Transfers – The fund transfers recommended by the Auditors must be formally approved in next week's regular meeting.
20. Pavilion Winter Storage Rates – Discussed charging \$1.50 per linear foot per month to be comparable to Fairgrounds. In reviewing last year, determined the importance designating set days for the drop off and pick up of storage items.
21. Winter Heating of Town Hall – The propane tank is currently empty. Cost of winter heating in past years is about \$1200. In order to enable constituents to rent the Hall and based upon relatively low heating, decided to heat it this year and reevaluate usage against costs next year. Elections will likely be moved to the new Board Meeting room.
22. Quarterly Newsletter – Desire to revive quarterly newsletter was again discussed.
23. Pest House – Veness and Adjoining Property owners received a letter inviting bids for purchase of the parcel. They have until October 1 to submit sealed bids. No bids have been received yet.
24. Cemetery Kiosk – No new information is available.
25. Plan for PFA Loan – Moen waiting on numbers, should have proposal next meeting.
26. Tax Forfeit Parcels in Castle Danger – no new information is available.
27. Wage Garnishment – Conrow must refile in Sherburne County so we can continue to receive.

There being no further business, meeting adjourned at 8:33 p.m. upon motion by Moen, second Hoops. Carried unanimously. The next regular meeting of the Town Board will be held on Tuesday, September 19, 2017 at 6:00 p.m.

Respectfully submitted,
Alison Oftedahl