

TOWN OF SILVER CREEK
COMMITTEE OF THE WHOLE MEETING
OCTOBER 3, 2017

The Committee of the Whole meeting of the Town Board of the Town of Silver Creek was held on Tuesday October 3, 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. North Shore Mining Leachate – Hoops reported that due to heavy rains, the ponds are too full to allow for pumping of leachate this fall.
2. Roads and Culverts –
 - a. Swanson reported that the grader is back from repair and a number of roads will be graded in the next few days.
 - b. Two culverts on Alger grade have been having issues. Aaron Churness was enlisted to trap the beaver causing issues, but the trapping was not successful.
3. Temporary On-Call Snow Plow Driver – An advertisement was posted on the Silver Creek website and in the North Shore Journal for this position.
4. Cemetery – Mike Hoops Jr. has a mini excavator that could be leased for opening graves as needed.
5. Chip Seal Road Surface – Hoops and Swanson both researched chip sealing as an option for Press Camp Road. Cost for this type of surface was \$65,000 per mile in one case and \$22,000 per mile in another, depending upon single or double layer of chip and the distance that the chip must be hauled. A contractor bid will be needed to determine the cost for Press Camp Road.
6. Moen Financial Report – Moen visited Lake County Auditor Linda Libal to determine the best design for a report showing actual and budgeted fund balances. Libal confirmed that government accounting differs from private sector accounting. Monthly reports tend to show lower or even negative balance until December when final annual tax revenues are received. Moen plans to continue working on a design that will better reflect mid-year progress and allow for more informed decision-making.
7. Bills – Due to the regular Board meeting falling early this month, and in order to avoid late fees, authority will need to be granted to the Clerk to pay some of the October bills after the meeting.
8. Cavallin Heating and Plumbing Payment – Moen reported that the Cavallins are frustrated that the Township has not yet paid them for work done months ago. The bill cannot legally be paid until the Cavallins present an IC134 form. The Clerk assisted them with their request to the State of Minnesota for the IC134 months ago, but it has not been submitted to Silver Creek yet. Moen will call the State of Minnesota for more information.
9. Correspondence – Langanki presented letters from the IRS acknowledging the Township's payment of fines for late filing in previous years. The letter indicates that IRS response will take 60 days.
10. Pest House – Only 1 sealed bid for the property was received by the deadline. The bid, opened in the meeting, was from Dorothy and Betty Veness in the amount of \$3000.
11. Seasonal Storage – 5 people responded to the advertisement for seasonal storage. Swanson and Moen will handle the drop-off of storage items on Saturday October 7.
12. ALCCTO Meeting – Silver Creek will not be hosting the Association of Lake and Cook County Township Officers meeting after all, because it was cancelled. Cancellation was due to schedule conflicts on the part of a number of attendees.
13. Chapel Repairs – Work that was expected to be completed by Ryan Williams Construction in October has not yet begun. Moen will follow up with Ryan Williams.

14. Resolution Addendum to Conflict of Interest Policy – Hull presented a Resolution acknowledging the need for Hoops to remain employed as the Township’s licensed Sewer Operator while also serving on the Board. Hoops will be the exception to the new policy in this one and limited case. The Resolution Addendum provides the Auditors an explanation for the policy exception.
15. Sentence to Serve – Cemetery staking and landscaping could be done by Sentence to Serve labor. Langanki will verify when the final mowing will be completed.
16. Sipper Fence – A survey of the property line will be needed before the fence project can move forward.
17. Clerk Transition – Langanki announced her retirement effective October 10. Oftedahl will be appointed Clerk in the Regular Meeting on that same date.
18. Personnel Advocate and Supervisor – Discussed having one Board member serve as contact and advocate for personnel.
19. Auditor Contract Proposal – A 3-year contract proposal from Walker, Giroux and Hahne was examined. It was noted that an audit will not be required once the PFA loan is fully paid off in 2020.
20. Approve Fund Transfers – Per the auditors, a fund transfer is needed to correct an issue in which Taconite Tax was receipted into the wrong account. Another transfer is required that will result in the Stewart River fund reimbursing the General fund.
21. Donation Resolution – Needs to be passed in regular meeting.
22. Election Location – Written notice must be provided to all voters 2 months in advance of election when the polling site is moved. The new building has better wheelchair access.
23. Kendra Klenz – Klenz is serving Lake County through the Minnesota Green Corps program and would like to come to a meeting to discuss recycling in Silver Creek Township. She is a potential speaker for the Annual Meeting. It was noted that recycling drop-off is not available in Silver Creek.
24. Lake Connections – Hoops reported that fiber lines have not been installed at the lift stations yet and this may delay activation of high speed internet and phones at the office currently scheduled for October 11.
25. PFA Loan Shortage – Dwight Lind suggested to Langanki that a loan extension might be negotiated to help with the shortfall. Clerk to pursue.
26. Stewart River – No new information.
27. Cemetery Kiosk – No new information.
28. Tax Forfeit Parcels in Castle Danger – Waiting on Conrow.
29. Wage Garnishment – Waiting on Conrow; Hull to talk to Conrow about this item and the previous.
30. Kyle Larson – Hoops reported that Larson has requested permission to dump septage in Silver Creek’s sewer ponds. Larson anticipated dumping approximately 3500 gallons twice a week.

There being no further business, meeting adjourned at 8:48 p.m. upon motion by Hoops, second Moen. Carried unanimously. The next regular meeting of the Town Board will be held on Tuesday, October 10, 2017 at 6:00 p.m.

Respectfully submitted,
Alison Oftedahl, Clerk Trainee