

TOWN OF SILVER CREEK
REGULAR MEETING
APRIL 17, 2018

The regular meeting of the Town Board of the Town of Silver Creek was held on Tuesday, April 17, 2018 in the Board Meeting Room. Present were Supervisors: Greg Hull, Mike Hoops, and Denny Moen; Clerk Alison Oftedahl; Treasurer Jamie Pellman; Equipment Operator Allen Anderson; and constituents: Dave Aultfather, Allyson Aultfather, Carol Ray, and Chuck Voss.

Absent: Town Operations and Facilities Manager Conrad Swanson

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

CONSTITUENTS CONCERNS:

- Aultfathers and Ray – Stewart River – An update on the progress of the Stewart River Sewer Project was requested. Hoops reviewed his recent trip down to testify in front of the March 20th Bonding Committee, noting that it was televised in case anyone would like to view it. Hoops explained that it's all about building support for the project. He conducted 13 visits with legislators. After that trip, a decision was made by Silver Creek to hire lobbyist firm MZA to continue the work. Bipartisan support exists on the House side, Republican support is needed on the Senate side. An email from lobbyist Kaley Taffe was distributed in the meeting and identifies Senator Bakk as the most important target of lobbying efforts.
- Carl Shaffer – Cliff Point Road – Hull reviewed that Shaffer came to last week's Committee of the Whole meeting in regard to re-routing a portion of Cliff Point Road and was directed by the Board to come back with a project plan.
- Chuck and Ada Elving Mailbox – Elvings had stopped by the week prior to request mailbox support hardware. After discussion at last week's COW, Swanson located the materials and a 2005 document with pricing of \$57.47 for the support materials. Elvings were charged that price. As a follow-up, the Clerk suggested that a new mailbox policy with updated pricing would be helpful. Upon discussion, there were some issues in question such as whether mailbox services should be provided to all residents of Silver Creek or only those on Township Roads. The Clerk was tasked with creating a rough draft and bringing it to a future meeting for additional discussion.

ROAD & SAFETY:

- Road Report – The report was delivered by Equipment Operator Allen Anderson in Swanson's absence. Anderson described the overnight plowing in last weekend's blizzard, which was very time consuming due to extremely poor visibility. It took a full shift and part of another shift to get roads cleaned up.
- Status of Hiring of Seasonal Employees – Positions will be advertised in the Northshore Journal for 2 weekends, beginning April 20 and will be posted on the website and bulletin board for the same period. Applications will be accepted through the end of the day on May 7.

SEWER OPERATIONS:

Sewer Operator Hoops reported that ponds are still frozen. The sampling that could normally begin at this time of year cannot be done yet. He would like to check sludge quantities to get a baseline. Normally the dripper lines can be inspected starting May 1st, but it may be later this year due to the weather.

REVIEW MINUTES:

Motion by Hoops, second Moen to accept as presented the minutes from the 3/20 Regular Meeting; the 3/28 Special Meeting and the 4/10 CDSSD Sewer Rate Hearing; and to accept as corrected the minutes from 4/10 Committee of the Whole.

TREASURER'S REPORT:

TOSC checking: \$35,056.65 and TOSC savings: \$540,776.62 for a total of \$575,833.27. Outstanding Checks totaled \$7786.25. CTAS balance: \$568,047.02. Motion by Hoops, second Moen to authorize the transfer request of \$75,000. Motion by Moen, second Hoops to accept the March Treasurer's Report as presented. Both motions carried unanimously.

READING OF THE BILLS:

The current month's bills were read: Claims 5611-5641 totaling \$77,185.75; and payrolls through 4/20/2018. Hoops abstained on disbursement 03161809. Motion by Moen, second Hoops, to authorize payment of the bills as presented. Motion carried unanimously. A correction to last month's disbursement for claim 5574 was also presented. This was a loan payment to the Lake Bank for the Building and Loader. The original claim amount was incorrect due to an out-of-date amortization schedule and had to be reduced by \$30.

CORRESPONDENCE:

- Neva Maxwell – Lake County Environmental Services Specialist – Lake County Soil and Water Conservation District will be teaming up with the University of Minnesota to provide workshops for the public on the proper use and management of residential septic systems. A number of workshops are planned for different locations in the county, and they are requesting that one of the workshops be held in Silver Creek on Thursday October 11. General support was expressed; with no action taken yet.
- Boreal Bliss Yoga Festival – Payment and completed application have been received, confirming reservation of the Town Hall and Pavilion for their Yoga festival on July 14.
- MPCA – A letter confirmed receipt of the CDSSD Wastewater System's Annual Report and noted that it is consistent with guidelines and requirements.
- MN Department of Natural Resources – This letter provides the reporting and notification requirements for maintenance work on licensed state land and public water crossings. This would apply to sewer work at Gooseberry Falls State Park and any culvert work. Letter to be provided to Swanson for compliance.
- MnWARN – Website Update – This site allows communities to list equipment resources that could be loaned to other communities in the event of an emergency such as a flood.

REORGANIZATIONAL ITEMS:

- Elect Chairman – Hull will continue as Chairman upon Motion by Hoops, second Moen.
- Elect Vice Chair – Moen agreed to serve as Vice Chair upon motion by Hull, second Hoops.
- 2018 Meeting Schedule – Motion by Moen, second Hoops to adopt the following schedule, with all meetings to be held in the Board Meeting Room.

May 1, 21018	-	COW 7:00 P.M.
May 8, 2018	-	Supervisor ROAD TOUR – 7:00 A.M. -
May 8, 2018	-	Board of Equalization – 1:00 P.M
May 15, 2018	-	Regular 7:00 P.M.
June 12, 2018		COW 7:00 P.M.
June 19, 2018	-	Regular 7:00 P.M.
July 10, 2018		COW 7:00 P.M.
July 17, 2018	-	Regular 7:00 P.M.
August 7, 2018		COW 7:00 P.M.
August 21, 2018	-	Regular 7:00 P.M. (Reconvene Annual Meeting)
September 11, 2018		COW 7:00 P.M.
September 18, 2018	-	Regular 7:00 P.M.
October 9, 2018		COW 7:00 P.M.
October 16, 2018		Lake County COW 6:00 P.M.
October 23, 2018	-	Regular 7:00 P.M.
November 13, 2018		COW 6:00 P.M.
November 20, 2018	-	Regular 6:00 P.M.
December 11, 2018		COW 6:00 P.M.
December 18, 2018	-	Regular 6:00 P.M.

- Official Legal Newspaper – Motion by Hull, second Hoops to designate the *Northshore Journal* as the official newspaper for publication. Motion Carried.
- Designate Posting Location – Motion by Hoops, second Hull to designate the billboard outside the Clerk’s Office and the Town of Silver Creek’s website as the official posting locations. Motion Carried.
- Supervisor Compensation – Motion by Hull, second Hoops to approve the same level of compensation as last year, specified below:
 - Chairman’s wage - \$300 per month
 - Supervisor’s wage - \$250 per month
 - Supervisor Per Diems -
 - \$25 - Special meetings held 5:00 p.m. or later in conjunction with a regular scheduled Board Meeting – no paid mileage.
 - \$50 - Special meetings held 5:00 p.m. or later not in conjunction with a regular scheduled Board Meeting – mileage paid.
 - \$75 - Special Meetings held during working hours – mileage paid.
 - \$150 - All day training sessions or meetings – mileage paid.
- Clerk Compensation – Motion by Hull, second Moen to allow the Clerk to remain hourly and to be paid a wage of \$20 per hour. Motion Carried. The expected average hours per month would be about 120 based upon last year’s averages. The wage was justified based upon the many roles the Clerk must fill including payroll, accounts receivable, and HR. This wage sets the Clerk wage equivalent to the starting wage for a township Heavy Equipment Operator. 2018 costs for clerk are expected to be less than 2017 as last year the both the Clerk and Deputy Clerk were paid at \$25 per hour.
- Treasurer Compensation – Pellman expressed no issues with her current compensation. Motion by Hull, second Moen to continue with a wage of \$300 per month with an expectation that mileage is included in the wage. Carried unanimously.
- Election Judge Compensation – With 2 more elections coming this year, motion by Hull, second Moen to pay Election Judges at a rate of \$12 per hour. Motion carried.
- Life Insurance – Motion by Hoops, second Hull to approve \$10,000 life insurance for elected officers, which is the same amount as last year. Carried unanimously.
- Supervisor Roles – Discussion revealed that the Supervisors are satisfied with their current areas of responsibility. Motion by Hull, second Moen to maintain and carry forward roles as follows: Moen to oversee building and grounds including the cemetery; Hoops to oversee sewer operations and planning and zoning, and Hull to oversee roads and personnel.
- Representation on Regional Boards – Motion by Hoops, second Moen to name these individuals to sit on the boards listed below:
 - North Shore Management Board – Mike Hoops
 - Forestry and Land – Greg Hull
 - Northshore Technical Advisory Committee – Alison Oftedahl
- Town Depository – Motion by Hull, second Hoops to designate the Lake Bank as depository for all township funds.
- Annual Mileage Stipend for Sewer Operator – Motion by Hull, second Moen to pay a \$500 per year mileage stipend to the sewer operator – the same rate as last year. Motion carried.
- Review Ordinance and Resolution Books – The books were reviewed with no issues discovered. Motion by Hull, second Moen to accept the books. Motion carried.
- Mileage Reimbursement Rate – Motion by Hoops, second Moen to pay the current federal reimbursement rate for mileage of \$0.535 per mile.
- Town Attorney – Hull reported that an Attorney of Record is not required by law, nor are we required to have one on retainer. Lake County Attorney Conrow who provided assistance last year will not be available next year. His recommendation was to seek an attorney only as needed.
- AWAIR – The AWAIR book was reviewed; noting that there were no workplace accidents in either of the last 2 years. Motion by Hull, second Hoops to accept the AWAIR book as presented.

- Resolution Authorizing Contract with Interested Officer – The following resolution 2018-3 allowing Mike Hoops to continue to provide licensed Wastewater Facility Treatment Operator services was adopted upon roll call vote as follows: Hull – Yea, Moen – Yea, Hoops – Abstain.

RESOLUTION 2018-3

**RESOLUTION AUTHORIZING CONTRACT
WITH INTERESTED OFFICER UNDER**

M.S. § 471.88, Subd. 5

WHEREAS, Town Board of the Town of Silver Creek, Lake County, Minnesota is seeking the performance of the following service:

Wastewater Facility Treatment Operator “C” License

WHEREAS, Mike Hoops is a supervisor of said Township and will be financially interested in the contract for the following described reason:

He is directly providing the service as an employee of the Township.

NOW, THEREFORE, BE IT RESOLVED that the town board, upon a unanimous vote of the supervisors with the interested officer abstaining, finds that the contract price of \$ 25.01 per hour is as low as or lower than the price at which the services could be obtained elsewhere at this time;

BE IT FURTHER RESOLVED, that the town board, pursuant to M.S. §§ 365.37; 471.88, Subd. 5; and 471.89, does hereby authorize a contract with Mike Hoops for a price of \$ 25.01 per hour; payment to occur on the contract as agreed and upon the filing of a proper affidavit by the interested officer.

Adopted the 17th day of April, 2018 by unanimous vote of the Board.

Supervisor - Greg Hull

Supervisor - Dennis Moen

ATTEST:

Clerk – Alison Oftedahl

Supervisor - Mike Hoops

TAX FORFEIT GOOSEBERRY VILLAGE PROPERTY:

Hull reported that he has not received an update from Lake County.

OLD BUSINESS:

Town Hall Fence Project – This project is waiting for the thaw.

NEW BUSINESS:

Hull expressed interest in investigating the potential for creating something out of the newly purchased land behind the fire pond. Ideas include a campground, or trails. A suggestion was made to organize a tour of the property to determine options and identify work to be done.

PENDING ISSUES:

Cemetery Kiosk – Moen said the directory is complete except for some final verification that may require a trip to Lake County to verify old records.

There being no further business, a motion was made by Hoops, second Moen, to adjourn the meeting at 8:15 p.m. Motion carried unanimously. The next regular meeting of the Board will be held on Tuesday May 15, 2018 at 7:00 p.m. in the Board Meeting Room.

Respectfully submitted,
Alison Oftedahl, Clerk