

TOWN OF SILVER CREEK
REGULAR MEETING
MAY 15, 2018

The regular meeting of the Town Board of the Town of Silver Creek was held on Tuesday, May 15, 2018 in the Board Meeting Room. Present were Supervisors: Greg Hull, Mike Hoops, and Denny Moen; Clerk Alison Oftedahl; Treasurer Jamie Pellman; Town Operations and Facilities Manager Conrad Swanson, Allen Anderson; and Wendy Langanki.

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

CONSTITUENTS CONCERNS: None

ROAD & SAFETY:

- Status of Hiring of Seasonal Employees – Hull announced that he and Swanson reviewed resumes and have selected Allen Anderson for the position of Equipment Operator working full time in summer and part time in winter. Hull presented a 10 page Memorandum of Understanding (MOU) that included a starting wage of \$22.50. The wage is approximately \$1.60 more per hour than Anderson was being paid as the on-call Snow Plow Operator. The increase was justified as an offset to the wages that will be withheld for PERA, a retirement program required by law, that has limited benefit to Anderson due to his age. Motion by Hull, second Moen to adopt as presented the MOU and hire Allen Anderson effective May 21. Carried unanimously. No applications were received for the “On-Call” position.
- Gravel Crushing – After research, Swanson determined that the only real option is Forest Concrete, the company who is crushing for Lake County at the Bear Pit. Silver Creek has an imminent need for gravel and while Bear Pit is not as convenient as Swanstrom Pit, the cost of the gravel will be less at Bear Pit than the cost of moving the crushing operations. Motion by Hoops, second Moen to purchase under Lake County’s contract and have Forest Concrete crush approximately 4700 yards or \$30,000 worth of material. Motion passed unanimously. The Board would like to determine if the Township’s land near Gooseberry has gravel and could be used for crushing in the future.
- Arete Permission for Road Race on Cedar – Motion by Hoops, second Moen to allow Arete to conduct their youth triathlon race on Cedar Road.
- Dust Control Quote Requested – Gooseberry Falls State Park would like to have Silver Creek apply chloride to the campground roads at the end of June when they complete a planned road project. Motion by Hull to empower Swanson to research the cost of chloride and provide the quote. Second Hoops, support by Moen.
- Tires for the Road Grader – Swanson reported that the Grader will be needing new or replacement tires. After back and forth, motion by Hoops, second Moen to authorize Swanson to purchase 4 new tires. While new tires cost more than recaps, the new tires will last significantly longer and are much quicker to install resulting in minimal down time for the road crew. Carried unanimously.
- Current Road Needs – Aspen Road’s culvert under the apron is sagging and needs replacement. Swanson is working with Lake County to verify whether the culvert is in the Highway 3 right of way or in the Aspen Road. This will determine whether responsibility for repair would fall under the jurisdiction of Lake County or of Silver Creek. Cedar Road needs ditching and tree removal at the end of the road on the north side. Swanson was directed to obtain landowner permission prior to removing any trees.
- Voyageur Snowmobile Club requesting Cedar Road Easement – In order to receive state grant funds, the club must prove they have permits or easements for all sections of trail. Gordy Anderson, Club Administrator, sent a permission document for the portion of trail that runs along Cedar Road. Upon review, the Board did not sign the document because of the wording “landowner permission.” In fact, Silver Creek owns neither the land nor the road. Hull agreed to seek some legal advice and motion by Hoops, second Moen to sign the document later if it turns out to be legal to do so.
- Swanson Training – Swanson will be away June 12-14 for wastewater training.

SEWER OPERATIONS:

Overall, Sewer Operator Hoops reported that due to the dry and warm weather irrigation is going extremely well, with 1 million gallons of treated water pumped out of the irrigation system.

- Filtration System Update – Improvement is planned for the filtration system that is 18 years old and has many leaks. Brett Ballavance of Wenck Engineering will develop a quote for the cost of the update.

- Flow Meter Calibration – Per MPCA regulation, a flow meter calibration will need to be conducted in the next couple weeks.
- CDSSD Rate Adjustment for Gooseberry Motel – The owners of Gooseberry Cottages and Motel called to request an adjustment to their 2018 sewer rate. A break in their water line caused incorrect meter readings. As documented below, their rate needed to be recalculated. Motion by Moen, second Hull to adopt the resolution below. The Resolution was adopted after a roll call vote as follow:
Hoops – Yea, Moen – Yea, Hull – Yea.

Resolution 2018 – 4

**ADJUSTED CASTLE DANGER SEWER RATE FOR GOOSEBERRY MOTEL
AS AMENDED May 15, 2018**

WHEREAS Gooseberry Park Motel has appealed the sewer rate calculated for their business. A break in their water line caused incorrect meter reading for January and February of 2017, which in turn caused an incorrect annual total usage, and an incorrectly high sewer rate calculation for 2018 of \$372/month.

WHEREAS the Sewer Operator and former Clerk have confirmed and substantiated the water line break and determined that usage should have been manually adjusted for January and February of 2017;

THEREFORE the usage rate has now been manually adjusted for the 2 months using the rate of flow from the prior year (2016). The new annual total usage was applied to the formula and resulted in a new monthly charge.

NOW THEREFORE BE IT RESOLVED that the Board of the Town of Silver Creek has approved a new adjusted monthly sewer rate for the Gooseberry Motel as indicated below.

Commercial Monthly Rates

Gooseberry Motel - \$249/month

Adopted the 15th day of May, 2018.

Greg Hull

Mike Hoops

Dennis Moen

ATTEST:

Alison Oftedahl, Clerk

REVIEW MINUTES:

Motion by Hull, second Moen to accept as presented the minutes from the 4/17 Regular Meeting; and the 5/8 Board of Equalization, and to accept as amended the minutes from 5/1 Committee of the Whole.

TREASURER’S REPORT:

TOSC checking: \$42,363.59 and TOSC savings: \$488,144.63 for a total of \$530,508.22. Outstanding Checks totaled \$100.36. CTAS balance: \$530,407.86. Motion by Hull, second Moen to accept the April Treasurer’s Report as presented. Motion by Hoops, second Moen to authorize the transfer request of \$35,000. Both motions carried unanimously

READING OF THE BILLS:

The current month’s bills were read: Claims 5642-5667 totaling \$14,701.94; and payrolls through 5/18/2018. Hoops abstained on disbursement 0511201809. Motion by Moen, second Hoops, to authorize payment of the bills as presented. Motion carried unanimously.

- FEMA Rates for Equipment Rental – Motion by Moen, second Hoops to adopt the Federal Emergency Management Agency (FEMA) Schedule of Equipment Rates as a guideline when reimbursing employees for use of their personal ATVs. In this case, the ATVs saved time in the process of inspecting 7 miles of CDSSD sewer irrigation lines in the woods. Motion carried unanimously.
- Clarification to Mileage Policy – In the last regular meeting, the motion was made “ *to pay the current federal reimbursement rate for mileage of \$0.535 per mile,*” which involved a misstatement. The current rate is \$0.545 per mile. Motion by Hoops, second Moen to clarify that the reimbursement rate will actually be \$0.545 per mile.

CORRESPONDENCE:

- MATIT Insurance Statement – Moen will be reviewing the coverage levels and details of the MATIT coverage which will then be authorized for payment at the next meeting.
- Lake County's Septic Systems and Private Wells Homeowner Education class – A flyer received from Lake County was reviewed.

TAX FORFEIT GOOSEBERRY VILLAGE PROPERTY:

- Nothing has been heard from the potential investors.

OLD BUSINESS:

- Town Hall Fence Project – Supervisors plan to construct the fence this Friday May 18, weather permitting. They are donating their time and all materials.

NEW BUSINESS:

- Land behind Fire Pond – There is no status change on this project.
- Agreement with Cavallin Funeral Home for Rental of Town Hall – Jerry Cavallin reviewed a proposed agreement and then declined based upon liability concerns. Since there will not be an agreement, Cavallin will direct individuals wishing to rent the Town Hall for funeral or memorial services to the Clerk and those families will need to drive out to Silver Creek to sign the rental agreement and pay the damage deposit.
- Election Location – In considering whether the new Board Meeting room is an acceptable location for the upcoming Primary and Midterm elections, Wendy Langanki attended the meeting to provide insight based upon 30 years of administrating elections. She reported that there were times that long lines existed when elections were held in the old Town Hall which could seat 21 voters at a time. The new room is 40% smaller and likely can seat only 10 using current voting booths and equipment. Langanki also reported hearing from a group of constituents who prefer to vote in the old Town Hall. Both Langanki and Oftedahl expressed concern that the new room must seat more than 10 voters at a time. Towards that end, some new voting booth designs were presented. After discussion, in support of trying the new space, motion by Hull, second Hoops to empower the Clerk to spend up to \$4000 on new stand-up booths and more narrow tables to increase the number of voting spaces from 10 to 17. It was noted that regardless of where the elections are held, the new booths would be used as they are quick and easy to set up and allow a number of voters to vote at one time. Motion passed unanimously.
- Cemetery Mowing Contracts – Motion by Hoops, second Moen to accept the proposal of North Harbor Services, LLC and give them the contracts for mowing of the cemetery for \$2,250 and the sewer ponds for \$3,250. Decision was based upon prior good service and an affordable rate that has not increased. It was noted that a bidding process should be used next year to allow other companies a chance at the business.

PENDING ISSUES:

- Stewart River – The Bonding bill should be finalized in about a week. A letter from lobbyist Kaley Taffe was presented and reported that Representative Ecklund has been unavailable and doesn't "appear" to be actively supporting the project, but that Albright and Dettmer have stepped up and offered to author the changed request amount of \$1.7 million if necessary.

The following issues were on the agenda but were not discussed:

- Cemetery Kiosk
- CDSSD Ordinance

There being no further business, a motion was made by Hoops, second Moen, to adjourn the meeting at 9: 47 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