

TOWN OF SILVER CREEK  
COMMITTEE OF THE WHOLE MEETING  
AUGUST 7, 2018

The Committee of the Whole meeting of the Town Board of the Town of Silver Creek was held on Tuesday August 7, 2018 in the Board Meeting Room for the purpose of discussing all issues before the board.

Present: Supervisors Greg Hull, and Dennis Moen; Clerk Alison Oftedahl; and Town Operations and Facilities Manager Conrad Swanson.

Absent: Supervisor Mike Hoops

Visitors Present: Bruce Tower

Chairman Hull called the meeting to order at 7:35 p.m. The opening was delayed until a quorum of Supervisors was present.

1. Constituent Concerns – Bruce Tower requested a “Hidden Driveway” or “Blind Intersection” sign be installed on Alger Grade west of his driveway to address safety issues. There is a hill that causes drivers to be unable to see vehicles exiting his driveway. His concern is that the visibility issue could result in an accident. Hull directed Swanson to price out a sign and report back to the Board.
2. Approving Levy – In preparation for reopening the Annual Meeting to approve the 2019 levy figures, the board reviewed the budget and levy numbers. They concluded that the numbers looked good and did not see a need to make any changes.
3. Road and Safety Report – Swanson reported that the recent rain allowed for most of the township roads to be graded. Thirteen truckloads of trees have been removed from Cedar Road and 100 yards of mud have been removed during the ditching process. Mowing has been underway, however parts of Clark Road and Alger Grade as well as East and West Castle Danger remain to be done. Swanson also reported that four new truck tires were ordered for the dump truck.
4. State Disaster Declaration for the June 17<sup>th</sup> Flood – The Clerk reported that we have not heard back from Lake County regarding a vendor estimate of repair to Town Road’s bridge abutments. The State of Minnesota is still conducting meetings with counties to total up the state’s flood damage prior to submitting it to FEMA for a federal declaration.
5. Status of Hiring Seasonal Employees – Hull reported that Nick Kelly was hired for the position of permanent Part-Time Town Maintenance Worker as he was the stronger of the candidates interviewed. Hull heard good reports of Kelly’s first two weeks, noting his good attitude. Allen Anderson has stepped down to the Part-Time, On-Call Equipment Operator position that he occupied last winter.
6. Employee Credit Cards – Because Anderson’s credit card was previously issued and arrived, and because he currently is working on summer road projects, the Board felt it made sense to allow him to use it in spite of the step-down. With regard to Kelly, the Supervisors were inclined to wait until after his probation period is complete before issuing him a credit card, provided Swanson does not see an urgent need. The consensus was in favor of that approach.
7. Stewart River Sewer Project – Hull met with Two Harbors Mayor Swanson. Two Harbors is moving forward aggressively on planning improvements to their Treatment Plant and the Mayor is excited to have Silver Creek involved in planning. Hull felt that Two Harbors Treatment Plant Operator Heikkila and our Operator Hoops need to work together in that regard. Hull also noted we continue to face the challenge of obtaining the \$12 million funding for connections.
8. SRSSD Financial Assistance Agreement – The Clerk reported that the Auditors brought up the 2013 agreement between Lake County and Silver Creek in which Silver Creek received \$50,000 for the Stewart River project. The Auditors want this agreement to be entered in the Indebtedness module of CTAS and shown as a loan. Hull explained that the agreement was a way for the County to express their support for the project. In the meeting, the repayment terms were reviewed, and they state that pay back is due after construction is begun or January 1, 2016 whichever comes first. Construction

has not begun, and Silver Creek continues to try to get this project off the ground, so it was suggested that the County be approached in regard to extending the expiration. And, Supervisors agreed that the Clerk should go ahead and enter it in the Indebtedness module.

9. CDSSD Sewer Operations – Swanson did report that we have had 3 sewer emergency calls in the past few weeks, one at night and two on Sundays. All were resolved.
10. CDSSD Land Use Ordinance Transition – Hull suggested a special meeting with the Lake County Environmental Services team may be needed to map our zones into theirs and identify any differences in definitions that would affect land owners.
11. Correspondence – Request to Name Road – A letter was received from Lake County Sherriff's Office requesting that Forest Highway 11 be named after the Coleman family. The Sherriff's Office also mentioned that 911 Service would like the road to have a name. Hull voiced Silver Creek's long held policy against using family names for roads due to the inability to be fair to all families. He also stressed that the road is in the Township but is not a "Township Road" and will not be maintained by us regardless of the name. There was no objection to naming in general. They will obtain Hoops opinion in the next meeting.
12. Correspondence – Discussed the District 10 meeting and Hull volunteered to go with Moen as his emergency backup. Discussed an invitation to join Lake County Waste Advisory Committee whose first meeting is August 15<sup>th</sup>. Moen said he'd try to attend.
13. Gooseberry Village – No status change.
14. Wage Garnishment – Outstanding questions remain on re-filing garnishment actions in a different county. Free legal advice was sought but has not yet been obtained. Hull is not convinced that it is worth hiring an attorney for the amount that could be collected and the ongoing work in re-serving papers every 60 days. Moen expressed that as much as he would like to see the funds recovered, he is in agreement.
15. Election Judges – Due to not having commitment from Election Judges as of the last regular meeting, motion by Hull, second Moen to approve the list subject to ratification at the next Regular Meeting including: Sue Hilliard, Val Johnson, Jennifer Havlick, Jon Norine, John Carr, John Bathke and Joan Rheineck as Emergency Backup.
16. Property behind the Fire Pond – No status change.
17. Mowing Contracts – Discussed the need to solicit for bids for the cemetery and sewer mowing contracts. Fall would be the time to go out for bids so that next spring everything is ready. The group discussed the need for the contracts to lay out specific expectations but did not identify those expectations yet.
18. Software Upgrade for Clerk Laptop – Not yet completed. The Clerk reported still doing some pricing research and a lack of a convenient time to have computers down.
19. Fund Transfers – Per the Auditors, the Building portion of the Capital Project Loan should have been paid out of the Debt Service fund last year but was paid out of the Capital Projects fund. The Auditors are directing the Clerk to execute two fund transfers to correct this: Transfer \$19,804.60 out of 301 Debt Service and into 401 Capital Projects – to pay back the fund and correct the error. And then, transfer \$19,804.60 out of 401 Capital Projects and into 100 General Fund – to zero out the project fund because the project is over.
20. Ukulele Festival Readiness – Reviewed a preparation checklist to ready the Town Hall, Pavilion and grounds for the Ukulele Fest. Hoops plans to do the work to replace the broken Pavilion panel next week. He will also repair the Town Hall handrail. Swanson's team will do the grounds work. Discussed the need to find an old tractor tire rim or something to serve as a camp fire ring.
21. Town Hall and Chapel Larger Maintenance Items – It was noted that the floor of the Town Hall has been discussed but never repaired for 11 years. The Clerk reported that we had an inquiry on holding a wedding and that perhaps more events would come our way if we did this work as well as making it easier to clean. No decisions were made on this topic.

22. Road Signs for Township Buildings – Lake County has not responded on whether new road signs for the Town Hall and the Board Meeting Room could be provided free of charge. The Clerk was directed to follow up.
23. Cemetery Issues – Discussed difficulties in collecting the Perpetual Maintenance fee in cases where an above-ground stone is installed later after burial and long after the purchase of the plot. The Clerk may not know of the installation or may not have a name and address to submit the invoice. In light of these issues, there was a suggestion to raise the price of every cemetery plot sold and at the same time eliminate the Perpetual Maintenance fee. In this case, every plot sold would have part of its funds going into long term maintenance and there would be no need to try to track individuals down to collect the fee years later after a monument is installed. The Board also discussed the desire to correct the situation in which one gravesite has two footstones, one of which exceeds the height requirement, and one of which is not placed at the footstone area. Hull spoke briefly with the family who reported that they had permission to install it from the Town Foreman approximately 5 years ago. The Board felt it likely that the Foreman simply marked the footstone location without knowing that the stone would be a violation of the height restriction. As a next step, the Clerk was asked to get a cost estimate from Cloquet Gravesite Services for moving the monument and marker to the correct positions. The need to update the rules in general was also discussed. A special meeting may be needed to go through the various issues and re-draft the rules.
24. Cemetery Kiosk – Moen went through a short list of names whose status is not known. He did not get many answers, so will need to meet with Jerry Cavallin to try to find out if he knows the status of these individuals.

There being no further business, the meeting was adjourned at 9:25 p.m. upon motion by Moen, second Hull. The next regular meeting of the Town Board will be held on Tuesday, August 21, 2018 at 7:00 p.m.

Respectfully submitted,  
Alison Oftedahl, Clerk