

TOWN OF SILVER CREEK
REGULAR MEETING
DECEMBER 18, 2018

The regular meeting of the Town Board of the Town of Silver Creek was held on Tuesday, December 18, 2018 in the Board Meeting Room. Present were Supervisors: Greg Hull, Denny Moen and Mike Hoops; Clerk Alison Oftedahl; Treasurer Jamie Pellman; Town Operations and Facilities Manager Jody Reineccius; and Town Operations Assistant Paul Thompson.

Constituents Present: Chuck Voss.

Chairman Hull called the meeting to order at 6:02 p.m.

CONSTITUENTS CONCERNS: None.

ROAD & SAFETY:

- Road Report – Reineccius reported that since last week’s meeting, time has been spent on sewer training and in the Shop. Reineccius and Thompson completed the residential sewer inspections of approximately 60 grinder stations. They plan to do end of year commercial water meter readings soon. Reineccius attended sewer training in the Twin Cities for three days last week in preparation for the initial Class D Wastewater license. Lots of shop work has been completed including inventorying equipment and cleaning out and organizing all areas of the shop. Water has been applied to the ice-skating rink although the warm weather has not been helping with the ice. Reineccius is planning to attend an LTAP Culvert Design and Maintenance training session in Duluth in March. When asked about schedules, Reineccius reported that he and Thompson have been working on the same days to ensure consistent training on sewer and other aspects of the Township. Both will use their Floating holiday to be out Christmas Eve unless there is a snow storm in which case, they will be plowing snow. Reineccius and Supervisors briefly discussed the salt/sand supplies and decided it should be enough to make it through the winter.
- June Flooding and Disaster Declaration – The Clerk reported that FEMA assigned a new Program Delivery Manager to Silver Creek because Byron Daniels, who visited in November was reassigned down South. This week FEMA requested dimensions for each washout site and requested documentation of the Clerk’s time spent preparing forms for FEMA. The requested documents have been submitted.
- Drug Testing Schedule – Motion by Hull, second Moen to adopt a practice for quarterly drug testing in which random number generators are used as follows: on the first day of the quarter, the Clerk will generate a random number between one and ninety that will decide the day within that quarter that the drug test will occur. Then, the Clerk will generate a second random number between one and the total number of employees (currently four). The numbers will represent the employees as follows: 1 is Reineccius, 2 is Thompson, 3 is Hoops, and 4 is Anderson. It was discussed and agreed that if the randomly generated day is a weekend or holiday, the test will be conducted on the very next working day thereafter. Motion passed unanimously.

SEWER OPERATIONS:

- Draft Permit – The MPCA sent the draft version of the Castle Danger Wastewater operating license. It has been posted online for the public comment period. Hoops noted that MPCA is aware that “drip” irrigation is used in the CDSSD system even though the license calls it “spray” irrigation.
- Safety Hatches – Based upon discussion at the prior week’s COW, motion by Hoops, second Moen to purchase two safety nets from Minnesota Pump Works for the sewer lift stations to prevent employees or service technicians from falling in. The nets were quoted at \$370 each, which was much less than the \$1737 quoted for the hatches.
- Water Leak at Grand Superior Lodge – Motion by Hoops, second Moen to accept Jim Potter’s estimate of the amount of water lost in the water leak and to decrease the calculated water use for the Lodge by the requested figure of 412,669 gallons. Passed unanimously.
- Stewart River Project – Supervisors discussed their desire to avoid spending money on Stewart River lobbying at this time.

LAND USE:

- Transition of CDSSD Land Use Administration to Lake County – No official answer has been received from Lake County regarding Silver Creek’s request to transition CDSSD land use administration to them.
- Linden After-the-Fact Land Use Application – In response to the discovery that Linden’s wood shed is closer than the allowable distance to an intermittent stream, motion by Hull, second Moen to provisionally issue an after-the-fact permit for the wood shed, with the provision that the structure must be moved to a distance of at least 50 feet from the stream by July 1st 2019. The Clerk was directed to write a letter to that effect and to ensure this condition is written on the permit itself. Passed unanimously.

TAX FORFEIT GOOSEBERRY VILLAGE PROPERTY:

- Hull reported that a check for the purchase of the Gooseberry Village tax forfeit acres was delivered to the Lake County Deputy Auditor this week. Once it is received from the State of Minnesota, the deed will be forwarded to Silver Creek’s attorney Scott Witty for review. After attorney approval, the deed will be recorded, and then the land will officially belong to the Town of Silver Creek. In the meantime, Scott Witty will be working with the attorney representing the buyers to iron out the purchase agreement and have it ready to go as soon as possible.
- Hammes Model Home Sewer Install – Sewer Operator Hoops reported progress in finding a vendor to do the boring under Highway 61. Reineccius has heard from MNDOT that the current permit can be modified with a new drawing and explanation of the method to be used.

REVIEW MINUTES:

Motion by Moen, second Hoops to accept the 11/20 Regular Meeting minutes as presented. Motion by Hoops, second Moen to accept the 12/11 Committee of the Whole Meeting minutes with two corrections noted. Passed unanimously.

TREASURER’S REPORT:

The Treasurer’s Report was reviewed as follows: TOSC checking: \$58,671.79 and TOSC savings: \$297,956.34 for a total of \$356,628.13. Outstanding Checks totaled \$22,254.49 for a CTAS balance: \$334,373.64. Hoops noted that a number of sewer expenditures are reimbursable, so the Sewer Enterprise Replacement Fund is not as far in the negative as it appears on the report. Motion by Hoops, second Moen to authorize the requested transfer of \$65,000. Motion by Hull, second Moen to accept the November Treasurer’s Report as presented.

READING OF THE BILLS:

The current month’s bills were read: claims 5893-5928 totaling \$167,886.90; and payrolls through 12/21/2018. Included in the claims was the payment for the Gooseberry Village Tax Forfeit acres using funds approved for transfer in the November 20 meeting. Motion by Hull, second Hoops, to authorize payment of the bills as presented with Hoops abstaining on 12211809. Motion carried unanimously.

CORRESPONDENCE:

- Two approved Lake County Land Use Applications were reviewed.
- Affidavits of Posting – The Board signed two affidavits of posting.
- Minnesota Pollution Control – Public Notice of Intent to Reissue has been received.

OLD BUSINESS:

- Mowing Bids – The Board and Reineccius discussed the possibility of purchasing a mower and doing the work in-house rather than contracting it out. There was debate on what type of mower could most safely handle the steep hills around the sewer ponds. The hills may be too steep for a zero-turn mower. The Board decided to provide time for more research and hold off on a decision.

NEW BUSINESS:

- Shredding – Motion by Hoops, second Moen to use Lake County Developmental Achievement Center for shredding of old documents at \$ 0.30 per pound. Passed unanimously.

PENDING ISSUES:

- Next Year's Board Meeting Times – Motion by Hoops, second Moen to accept as presented the 2019 Board Meeting Schedule with start times varying by season as included below.

January 8, 2019 - Committee of the Whole (COW) 6:00 P.M.
January 15, 2019 - Regular 6:00 P.M.
January 22, 2019 - Special Meeting on Cemetery 6:00 P.M.

February 5, 2019 - Budget & Levy working meeting 4:00 P.M.
February 12, 2019 - COW 6:00 PM
February 19, 2019 - Regular 6:00 PM (Board of Audit to meet during this meeting)

March 5, 2019 COW 6:00 PM
March 12, 2019 - Town Election Noon to 8:00 P.M.
March 12, 2019 - Election Vote Canvas 8:05 P.M.
March 12, 2019 - Annual Town Meeting 8:15 P.M.
March 19, 2019 - Regular 6:00 P.M.

April 16, 2019 - COW 7:00 P.M.
April 16, 2019 CDSSD Rate Hearing 7:05 P.M.
April 23, 2019 - Regular 7:00 P.M.

May 6, 2019 - *tentative* Supervisor ROAD TOUR – 7:00 A.M.
May 6, 2019 - *tentative* Board of Equalization – 1:00 P.M.
May 14 21018 - COW 7:00 P.M.
May 21, 2019 - Regular 7:00 P.M.

June 11, 2019 COW 7:00 P.M.
June 18, 2019 - Regular 7:00 P.M.

July 9, 2019 COW 7:00 P.M.
July 16, 2019 - Regular 7:00 P.M.

August 13, 2019 COW 7:00 P.M.
August 20, 2019 - Regular 7:00 P.M. (Reconvene Annual Meeting)

September 10, 2019 COW 7:00 P.M.
September 17, 2019 - Regular 7:00 P.M.

October 15, 2019 COW 7:00 P.M.
October 22, 2019 - Regular 7:00 P.M.

November 12, 2019 COW 6:00 P.M.
November 19, 2019 - Regular 6:00 P.M.

December 10, 2019 COW 6:00 P.M.
December 17, 2019 - Regular 6:00 P.M.

- Old Town Hall Larger Maintenance Items – Not discussed.
- Cemetery – Discussion on cemetery issues is planned for January 22.
- Road Sign for Township Buildings – Motion by Hoops, second Moen to accept the quoted price from Silver Creek Signworks for new road signs and to request that all panels be produced in the blue and white color scheme conventionally used for this type of highway sign. Reineccius was directed to contact Lake County to install the signs once they arrive.

There being no further business, a motion was made by Hoops, second Moen, to adjourn the meeting at 7:35 p.m. Motion carried unanimously. The next regular meeting of the Board will be held on Tuesday January 15, 2019 at 6:00 p.m. in the Board Meeting Room.

Respectfully submitted,
Alison Oftedahl, Clerk