

TOWN OF SILVER CREEK  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 8, 2019

The Committee of the Whole meeting of the Town Board of the Town of Silver Creek was held on Tuesday January 8, 2019 in the Board Meeting Room for the purpose of discussing all issues before the Board.

Present: Supervisors Greg Hull, Mike Hoops and Dennis Moen; Clerk Alison Oftedahl; and Town Operations and Facilities Assistant Paul Thompson.

Absent: Town Operations and Facilities Manager Reineccius

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

1. Constituent Concerns: None.
2. Road and Safety – Town Operations and Facilities Assistant Thompson reported that most of the time lately has been spent on plowing snow and checking roads. There is some brush cutting and tree trimming that still needs to be done as a result of the ice storm. He also reported that meter reading for the commercial sewer customers was completed last week.
3. FEMA – An accounting of the Clerk’s time spent on FEMA forms was submitted to FEMA for reimbursement just before Christmas. There have been no additional requests or responses from FEMA since then.
4. Sewer Operations – Sewer Operator Hoops submitted a contract proposal from Wenck for periodic “as-needed” engineering consulting work. Hoops noted that CDSSD is required to have an engineer of record for permitting purposes and that Wenck helps ensure that no MPCA violations occur. Silver Creek had a contract like this in the past, but it lapsed. Upon reviewing the contract, Moen questioned the statement that Wenck “would not bill over \$5,000 to miscellaneous projects during 2019.” It was not clear to the group whether this indicated a minimum retainer fee of \$5000, or a billing limit of \$5000, or something else. Hoops agreed to seek clarification from Wenck.
5. Stewart River Sewer Project – In spite of their consensus to not move forward on Stewart River at this time, the group engaged in a brief discussion on legacy funding and whether something other than the Bonding bill could be used to finance this project. Hoops informed the group that legacy funding cannot be used for infrastructure items.
6. CDSSD Land Use Ordinance Transition – The Clerk was directed to contact Christine McCarthy at Lake County to check the status of the land use administration transition.
7. Gooseberry Village Tax Forfeit Land – Hull reported that the fully recorded title to the Gooseberry Village tax forfeit parcels has been received making Silver Creek the official owners. Phase two in which the property will be sold is underway. Hull walked the Board through a draft copy of the proposed purchase agreement received from Attorneys Scott Witty and Huck Andresen. The group identified a couple of necessary edits including a typo in the dollar amount. It was noted that there is one old building on the property. Overall the document was found to be acceptable and Hull will have the Attorney make the edits and then send the new draft to the attorney of buyer Ben Oliver.
8. Hammes Model Home VRBO – The Clerk was directed to remove this item from the agenda as we have not received an application for VRBO use.
9. Correspondence – The items below were discussed:
  - A letter from US Bank confirming the auto renewal of the CD holding the Gordon’s escrowed funds was reviewed. The Board plans to allow this to auto-renew.
  - Lake Bank sent a fee statement for Silver Creek’s payroll direct deposit and sewer autopay batch transfers. The fee amount is \$265.50 annually, up just slightly from last year.
  - A letter received from the Secretary of State explains that the Presidential Primary Election in 2020 must be held Tuesday March 3<sup>rd</sup> unless the parties submit some other agreed-upon

date. This means Silver Creek would have to administrate two elections in two consecutive weeks.

- Minnesota Rural Water is requesting a letter of support – Hoops volunteered to write one.
  - A letter requesting that we place a link on Silver Creek's website to a Mesothelioma guide was rejected by Supervisors because it appears to be a private company marketing ploy and not a legitimate service.
  - The Board reviewed the legislative resolutions passed by the Minnesota Association of Townships at their Annual meeting.
  - Lake County approved land use applications and meeting minutes were reviewed.
10. New Mileage Rate – The new mileage reimbursement rate of 0.58 per mile was released by the Federal government and will be up for approval in the regular meeting.
  11. COLA Raises for Employees – The Board discussed the fact that the Federal Government shut down has delayed the release of the official annual inflation rate. It was noted that the last official rate released for the period of November 2017 through November 2018 was 2.2%. Hull suggested that it may be good to work off that rate instead of waiting an indefinite amount of time for the Federal government. It seems likely that the final official rate will be very close to 2.2% and that a fractional difference would have little effect on the dollar figure of the raise. A decision will be made at next week's regular meeting.
  12. Set Polling Hours for Township Election – The Township Election falls on March 12 and polls will open at 12:00 noon and close at 8:00 p.m. based upon approval at next week's meeting.
  13. Town Hall Maintenance Items – No discussion on this topic.
  14. Cemetery – The Clerk reported that Town Operations and Facilities Manager Jody Reineccius has a conflict with the date set for the Cemetery Special Meeting. It was also noted that in addition to the three meetings planned in January, a special meeting may yet be needed to approve the purchase agreement for the sale of the Gooseberry Village Tax Forfeit property. Currently the attorneys are still ironing out differences in the contract, so it is not known exactly when the final draft of the purchase agreement will be ready. The consensus was to leave the Cemetery meeting scheduled as is for January 22<sup>nd</sup> and reconsider the schedule next week.
  15. Road Signs for Township Buildings – Road signs were ordered from Dick Bohrer. Silver Creek has not been informed as to when to expect the signs. The installation of these road signs would likely not happen until spring anyway. The Clerk will check in again with Silver Creek Signworks.
  16. Seasonal Mowing Bids – Thompson reported that Reineccius has been talking to Bobcat of Duluth about Kubota mowers. Reineccius and Thompson are still researching what type of mower would best handle the steep hills around the sewer ponds. They would like see demonstrations of mowers in action before committing to a purchase. Some concerns about Bobcat of Duluth were raised. Thompson noted that they are not past the looking and researching phase.
  17. MN PFA Loan Repayment – The Board looked at the payment schedule for the PFA loan that was incurred with the building of the sewer. With the sale of the Gooseberry Village Tax Forfeit acres, instead of an estimated \$120,000 shortfall, the new estimated shortfall is \$6,000. Hull suggested that if the loan is paid off this year, the Township could save \$20,000 on external audits that would no longer be required by the state. He also noted that the Township is expecting some apportionment funds resulting from the general sale of tax forfeit lands. Between these two sources, the shortfall will be erased.

There being no further business, the meeting was adjourned at 8:09 p.m. upon motion by Moen, second Hoops. The next regular meeting of the Town Board will be held on Tuesday, January 15, 2019 at 6:00 p.m.

Respectfully submitted,  
Alison Oftedahl, Clerk