

TOWN OF SILVER CREEK
REGULAR MEETING
APRIL 23, 2019

The Regular Meeting of the Town Board of the Town of Silver Creek was held on Tuesday, April 23, 2019 in the Board Meeting Room. Present were Supervisors: Greg Hull, Denny Moen and Chuck Voss; Clerk Alison Oftedahl; Treasurer Jamie Pellman; Town Operations and Facilities Manager Jody Reineccius, Equipment Operator Allen Anderson and Sewer Operator Mike Hoops.

Chairman Hull called the meeting to order at 7:00 p.m.

CONSTITUENTS CONCERNS: None.

ROAD & SAFETY:

- Road Report – Town Operations and Facilities Manager Reineccius reported that road grading was completed just today on East and West Castle Danger, Clark Road and most of the Alger Grade. The next couple days will be used to grade all remaining township roads. Reineccius said he cleared some trees from the right-of-way along West Castle Danger and noted that culvert and ditch work is needed near the hiking trail parking lot. Water flowed across the road at that location all winter, creating an ice problem. Reineccius noted that there are several driveway approaches on Press Camp that need attention. Press Camp was lifted last year after flooding rains, and now the driveway approaches need to also be lifted or the material smoothed to eliminate drop-offs.
- Facilities Report – With regard to facilities maintenance, the repair to the roof leak at the Clerk’s closet seems to have been successful. One Pavilion screen needs repair. Cemetery maintenance projects have begun, with plans for cleaning, straightening the gate, installing flag pole lights and if possible, turning the kiosk 180 degrees. The Pavilion was opened Saturday for the pickup of winter storage items by the public.
- Sewer Report – With regard to sewer work, safety nets were installed, pumps were calibrated, and charcoal was changed on the deodorizers at the Lift Stations. There was one sewer alarm call from Grand Superior Lodge that required a pump replacement. Reineccius has been working on the DOT permit for the Hammes sewer installation and on getting the project and vendors lined up.
- Road and Bridge Finances – The Road and Bridge Fund balance was estimated at approximately \$60,000 based upon the March 31st balance of \$51,173 plus about \$18,000 in Gas Tax funds received in April.
- FEMA – A letter was received stating that Silver Creek should receive \$21,269.23 in the next 30 days.

REORGANIZATION ITEMS:

- Chair – Hull was nominated for the Chairmanship by Moen, second Voss. Carried unanimously.
- Vice Chair – Moen was nominated as Vice Chair by Hull, second Voss. Carried unanimously.
- Regular Meeting Schedule – As adopted and posted earlier this year, the Board confirmed the schedule of meeting dates shown below:
 - May 7, 2019 - Supervisor ROAD TOUR – 7:00 A.M.
 - May 7, 2019 - 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 15, 2019 CDSSD Land Use Hearing 9:00 A.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 8, 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.

- Official Newspaper – Motion Voss, second Moen to designate the Northshore Journal as the official newspaper.
- Posting Sites – Motion Moen second Voss to adopt the following posting sites: the bulletin board located outside the public entrance of the Office and Board Meeting Room at 1924 Town Road and on Silver Creek’s website www.ttosc.org.
- Depository for Town Funds – Motion Hull, second Moen to continue with The Lake Bank as depository for all Town Funds.
- Chairman’s Wage – In recognition of the extra duties required of the Chair, motion by Moen, second Voss to increase the Chairman’s wage to \$400 per month. Passed unanimously.
- Supervisor Wage – Motion Hull, second Moen to raise the Supervisor’s wage to \$300 per month. Passed unanimously.
- Clerk Wage – Hull stated that he felt the Clerk has done an outstanding job. Based upon that performance, motion Hull, second Voss to raise the Clerk wage to \$22.50 per hour. Passed unanimously.
- Deputy Clerk Wage – Motion Hull, second Moen to maintain the Deputy Clerk wage at \$17.00 per hour. Passed unanimously.
- Treasurer Wage – Hull stated that Pellman has done a great job has had no increase in four years. Motion Hull, second Voss to raise the Treasurer’s wage to \$350 per month. Passed unanimously.
- Deputy Treasurer Wage – Motion Hull, second Voss to raise the Deputy Treasurer wage to the same level as the Deputy Clerk at \$17.00 per hour. Passed unanimously.
- Per Diem Rates for Special Meetings etc. – Motion Hull, second Moen to maintain the existing rates listed below. Passed Unanimously.
 - \$ 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 – mileage paid.
- Election Judge Wage – Motion Voss, second Moen to maintain the Election Judge wage at \$12.00 per hour.
- The following agreed to represent Silver Creek on the Boards listed below:
 - North Shore Management Board – Voss
 - Forestry – Hull
 - North Shore Technical Committee – Oftedahl
- Mileage Reimbursement – As previously adopted this year, Hull recognized the mileage reimbursement rate which is \$0.58 per mile as set by the federal government.
- After reviewing the Ordinance Book, Policy Manual, Resolution Book and AWAIR manual, motion by Voss, second Moen to accept the books as presented. Carried unanimously.
- Town Attorney – Rather than formally retain an Attorney, motion Moen, second Voss to continue to seek the counsel of Scott Witty at Hanft Fride Law on an as-needed basis.

SEWER OPERATIONS:

Sewer Operator Hoops reported that they got the pumps calibrated and the air scrubbers up and running but irrigating looks to be delayed by the slow melt this year. Hoops bought two more reconditioned pumps from Miller’s E-One at about half the cost of new. Reineccius reported that Hanco has been secured for the directional boring for the sewer install at Hammes and the DOT permit needs to be re-approved with the new

plan. The group then discussed the duplex station coring project. The project would require special safety equipment and four workers plus Eric Appelwick of AES2. At each of eleven locations, pumps have to be pulled and then a worker must go down in the tank to drill holes connecting the two chambers. Off season is the best time for this project because these are commercial customers who would not have use of their sewer while the work was being done. Hoops estimated that the project could cost \$3000 per day. When questioned regarding the urgency of the need, Hoops stated that the system has made it eighteen years without this being done, but it would make the stations work better. It is believed that in many of these duplex stations one chamber of the tank is clogged, and the system is running only half as efficiently as it should be. Hull expressed the desire to hold off until next year based upon the sewer funding deficit. Voss expressed agreement.

STEWART RIVER:

Hoops reported that Ballavance talked to Bill Dunn at MPCA about the possibility of using WIFIA funds for a project like Stewart River. Dunn, who is familiar with Silver Creek and CDSSD confirmed that there is WIFIA money available, but he does not recommend it for a small municipality based upon the administrative fees being too cumbersome.

LAND USE:

- A land use permit was issued to Gooseberry Cabins for the installation of a new sign for their business.
- Transition of CDSSD Land Use Administration to Lake County – The Attorney could not be reached this week for advice about the process of vacating the CDSSD Land Use Ordinance.

REVIEW MINUTES:

Motion by Hull, second Moen to accept the March 19 Regular Meeting minutes with correction noted. Motion by Moen second Voss to accept as presented the April 16 Committee of the Whole Meeting minutes. Motion by Hull, second Voss to accept the CDSSD Rate Hearing minutes with correction noted. Passed unanimously.

TREASURER'S REPORT:

The Treasurer's Report was presented by Pellman as follows: TOSC checking: \$54,698.15 and TOSC savings: \$256,811.26 for a total of \$311,509.41. Outstanding Checks totaled \$1,779.63 for a CTAS balance: \$309,729.78. Motion by Moen, second Voss to authorize the requested transfer of \$60,000. Motion by Hull, second Moen to accept the March Treasurer's Report as presented.

READING OF THE BILLS:

The current month's bills were read: claims 5990- 6025 totaling \$58,381 and payrolls through 4/26/2019. Motion by Hull, second Moen, to authorize payment of the bills as presented. Motion carried unanimously.

CORRESPONDENCE:

- Affidavit of Posting – Two affidavits were signed by Supervisors.
- FEMA Letter – Notification of approved funds was received.
- Recycling Day flyer from Lake County – May 4, 2019.
- City of Two Harbors breakdown of Fire Expenses billed to Silver Creek.
- ALCCTOA meeting in Lutsen May 1st at 6 p.m.
- MAT Legislative Update and priorities for 2019, including protection of orderly annexation, Broadband grant program, and creating a dedicated road and bridge funding source for Townships.

OLD BUSINESS:

- Old Town Hall Larger Maintenance Items – A newsletter story is planned to solicit ideas from the public for the Town Hall now that voters at the Annual Meeting approved increased levy funding for it.

NEW BUSINESS:

- Mailbox Policy – Motion Moen, second Voss to adopt the new Silver Creek Mailbox Policy that is based upon Lake County's and is consistent in pricing. The full policy is included in the Policy and Procedure Manual. Carried unanimously.

- Resolution 2019-3 – Motion by Hull, second Moen to accept the donation of eight used metal folding chairs from Larry Costello. Full Resolution text located in the Resolution Book. Motion carried upon roll call vote as follows: Hull – Yea; Moen – Yea; Voss – Yea. Carried unanimously.

PENDING BUSINESS:

- Gooseberry Village Land Sale – Funds received from the land sale have been receipted into the General fund. The profit, less the cost of Attorney fees will need to be transferred to the CDSSD Debt Service fund. The Clerk was asked to calculate the amounts and bring a fund transfer request to next month's meeting.
- Potential Early Payoff of PFA Loan – The Board reviewed information received from the loan officer at Minnesota Public Facilities Authority. The PFA loan has a current (May 15th) payoff amount of \$207,113.83. The Board debated the wisdom of early pay off versus holding funds in the bank account as a cushion against disaster. However, in order to get out of next year's audit and save \$10,000 in audit fees, it would have to be paid off by the end of the year. Three choices were discussed: payoff as soon as possible in May, payoff at the next normal payment date in August, or payoff December just prior to the end of the year. In order to save approximately \$1000 in interest, the group was leaning towards paying it off as soon as possible with approval in the next meeting. The Clerk was asked to research logistics and timing.
- Cemetery – Donation of Marble Bench – Jeanne Ryan informed the Clerk that the proposed bench has not yet been ordered. A Resolution to Accept Donation will be drawn up once the bench is received.
- Road Sign for Township Buildings – Moen stated that he would be checking with Silver Creek Signworks for a status update.
- Seasonal Mowing – The Clerk reported that proof of liability insurance and all other required documents were received from Marc Wycoff. After review of the document, motion by Hull, second Moen to approve and sign the contract with North Shore Tree and Stump Removal for 2019 seasonal mowing of Silver Creek Cemetery and the CDSSD ponds. Carried unanimously. The Clerk was directed to ensure that mowing would be done prior to Ukulele Festival.

There being no further business, a motion was made by Voss, second Moen, to adjourn the meeting at 8:50 p.m. Motion carried unanimously. The next regular meeting of the Board will be held on Tuesday May 21, 2019 at 7:00 p.m. in the Board Meeting Room.

Respectfully submitted,
Alison Oftedahl, Clerk