

AGENDA
[preliminary]

1:00p 1. Call Staff Work Session to Order

2. Roads

- Gravel/red rock
- Tree trimming
- Prep for meeting with Ron Bray, WSB on Pavement Management Plan

3. Equipment

- Snowblower
- Sewer Pump truck

4. Sewer

- Report back re: our meeting with Waconia City Council 01/02/2024

5. Miscellaneous

- Status of berm on parcel 07.0270500 (Pierson Lake LLC) farmed by Tony Hesse

6. Adjourn Work Session

3:00p 1. Call Regular Meeting to Order

2. Adopt Meeting Agenda

3. Open Forum is an opportunity for citizens to discuss issues with the Board on items not on the agenda. Individuals are asked to limit their comments to 5 minutes. The Chairman may limit the number of speakers discussing the same issue. The Town Board will take no official action on items discussed at the Open Forum. Items discussed at the Open Forum may be referred to staff for possible consideration at a future meeting.

4. 2024 Organizational Meeting *[recommendations in greyscale]*

- Nominate/elect Laketown Township Board Chair:
- Nominate/elect Laketown Township Board Vice-chair:
- Designate Banking Institution as Town Depository: *Security Bank*
- Designate Official Newspaper for Legal Publications: *Chaska Herald & Waconia Patriot*
- Designate official location for postings: *Township website and outdoor bulletin board at Town hall*
- Designate official location for Holidays Observed and Board Meeting schedule: *Township website and outdoor bulletin board at Town hall*
- Set mileage reimbursement rate: *equal to the IRS rate*
- Set Board Member compensation: *\$35.00/hour for Board meetings and work performed in official capacity authorized by Board; no OT*
- Set Election Judge compensation: *\$20.00/hour for Election Judge work authorized by Clerk; no OT*
- Consider Resolution 2024-01 Designating Polling Place
- Consider Resolution 2024-02 Approval of Election Judges
- Consider Resolution 2024-05 Adopting 2024 Fee Schedule

- m) Consider Resolution 2024-06 Authorizing Certain Electronic Fund Transfers (EFT)
- n) Designate Legal Counsel: *Couri & Ruppe, PLLP*
- o) Designate Engineer: *Ron Bray, WSB*
- p) Designations/appointments
 - i) Met Council: *Pete Parris*
 - ii) Minnehaha Creek Watershed District: *Mike Klingelhutz*
 - iii) Carver County Water Management Organization: *Mike Klingelhutz*
 - iv) Soil & Water Conservation District: *Mike Klingelhutz*
 - v) Metropolitan Pollution Control Agency: *Cathy Nielsen*
 - vi) Carver County Board of Adjustment/Board of Appeal/Planning & Zoning: *all board members*
 - vii) MS4: *Mike Klingelhutz* On-site: *Brian Lawrence*
 - viii) Sewers: *all board members* On-site Sewer Technician: *James Schilling*
 - ix) Town Roads: *Pete Parris* On-site Road Technician: *Brian Lawrence*
 - x) Weed Inspector: *Brian Lawrence*
 - xi) Safety: *Cathy Nielsen* On-site: *Brian Lawrence*
 - xii) City of Waconia/Waconia Fire Protection: *Cathy Nielsen*
 - xiii) City of Victoria/Victoria Fire Protection: *Mike Klingelhutz*
 - xiv) City of Chaska/Chaska Fire Protection: *Pete Parris*
 - xv) City of St. Boni/St. Boni Fire Protection: *Pete Parris*
 - xvi) Carver County Township Association: *all officers are members*

5. Minutes

Approve Minutes from Special Meeting, Public Works Work Session, and Regular Meeting 12.27.23

6. Financials

- a. Approve Payment of Claims #14161-14173 totaling \$8,601.32
- b. Review Receipts Register = \$38,004.38
- c. Schedule 1 Treasurer’s Report
- d. Review Bank-to-CTAS balancing for month ending December 31, 2023 (& year ending 2023)

7. Unfinished Business

- a. Letter in support of our \$11m state bonding request received from City of Waconia
- b. Letter requesting \$1.1m county investment sent to Carver County Board of Commissioners
- c. Memo sent to Tony Hesse referring him to MCWD with cc to property owner, board, MCWD, County

8. New Business

- a. Consider ROW Permit 2024-01R from Metronet for address on Laketown Rd, boring under Airport Rd
- b. Consider 2024 Employee Benefit Summary

9. Reports

- a. Review *Pending Business List*
- b. Chair Klingelhutz
- c. Vice-chair Nielsen
- d. Supervisor Parris
- e. Clerk/Treasurer Kunze
 - 2023 Payroll Report and W-3 completed by Paychex
 - WC Audit and W-3 submitted to MATIT
 - State of Minnesota Comp Worth Report due end of month
 - CLA Audit of YE2023 on-site Tuesday, February, 6, 2024
 - Upcoming training 02/05/24 specific to Presidential Nominating Primary

10. FYI / Correspondence

11. Adjournment

Looking ahead...

Monday, January 8, 2024	Work Session with Staff	1:00pm
	Regular Board Meeting	3:00pm
<i>Monday, January 15, 2024</i>	<i>Closed in observance of MLK, Jr Day</i>	
Monday, January 22, 2024	Regular Board Meeting	6:00pm
Monday, February 12, 2024	Work Session with Staff	1:00pm
	Regular Board Meeting	3:00pm
<i>Monday, February 19, 2024</i>	<i>Closed in observance of Presidents' Day</i>	
Monday, February 26, 2024	Regular Board Meeting	6:00pm
Tuesday, March 5, 2024	Minnesota's Presidential Primary	
Monday, March 11, 2024	Work Session with Staff	1:00pm
	Regular Board Meeting w/Board of Audit	3:00pm
Tuesday, March 12, 2024	Annual Township Meeting	7:00pm
Monday, March 25, 2024	Regular Board Meeting	6:00pm

DRAFT