

Township Hall 9530 Laketown Rd Chaska, MN 55318	Township of Laketown Board of Supervisors REGULAR MEETING	Monday, February 26, 2024 6:00pm
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MINUTES

[For approval 03.11.2024]

Present: Vice-chair Cathy Nielsen, Supervisor Mike Klingelhutz, Clerk-Treasurer Leanne Kunze
Absent: Chair Pete Parris

1. Meeting called to Order at 6:01pm by acting chair Nielsen

2. Reviewed Agenda

Motion by Nielsen, **Second** by Klingelhutz to adopt the agenda.

Motion carried 2-0

3. Open Forum (keep open until 6:15p) is an opportunity for citizens to discuss issues with the Board on items not on the agenda. Individuals are expected to limit their comments to 5 minutes. The Chair may limit the number of speakers discussing the same issue. The 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. Approved Minutes from February 12, 2024

Motion by Klingelhutz, **Second** by Nielsen to approve the February 12, 2024 meeting minutes.

Motion carried 2-0

5. Financials

- Approved payment of claims 14239 -14264 = \$22,281.44

Motion by Nielsen, **Second** by Klingelhutz to approve claims 14239-14264 = \$22,281.44

Motion carried 2-0

- Reviewed Receipts Register = \$66,471.95

- Note transfer of \$22,200.00 from 201 Sewer (Acct 601) to LRF (Acct 201) to pay off septic truck
- Note receipt of \$33,577.15 for 2023 Gravel Tax and Town Road Settlements
- Note receipt of \$7,000.00 for 2023 Solid Waste Grant

Reviewed and noted above.

- Accepted Schedule 1 Treasurer's Report

Motion by Klingelhutz, **Second** by Nielsen to accept the Schedule 1 Treasurer's Report.

Motion carried 2-0

- Review management letter from CLA re: 2023 Audit

Question – seems conflicting on back page bullets re: monitoring recent accounting developments
Suggestion for additional transparency – to add check sequence #s and Receipt sequence #s on Agenda/Minutes moving forward.

- Note: Final audit report expected in time for Board of Audit 3/11/24

6. Unfinished Business

- Confirmed date, time, and location for Public Hearing re: 201 Facility Plan

- Tentatively approved for Laketown Elementary 3/21 (Check back with Seth on his availability)
- Reported back on Carver County CUP compliance review of CCATT cell tower lease – CCATT responsibility.
- Status of Paychex corrections (W2 and benefit updates) – Paychex apologizes for delays; now corrected and they will not be charging for services for a 3-month period.
- Reported back on Board of Soil and Water grant and WMO re: convene process. Conference call with James, Leanne and Carver County WMO staff Sundby. Unfortunately, the criteria includes a low income threshold that will not be met.
- Reviewed draft budget for 2024 Met Sewer
 - Updates:
 - Add line to account for investments
 - Add line for costs for manhole repairs (44)
 - Agreed we need to increase rates to build up funds to pay for repairs. CDs will help cover some, but not enough.
 - Updated draft will be on agenda for staff work session 3/11 to consider estimated costs with quotes

7. New Business

- Awarded \$8,000.00 from Carver County 2024 Solid Waste Grant
- Considered ROW Permit 2024-06R for Metronet installation of conduit on 102nd Street
Motion by Klingelhutz, **Second** by Nielsen to approve ROW Permit 2024-06R for Metronet on 102nd Street
Motion carried 2-0
- Consider increasing Met Sewer quarterly amount to \$70.00 effective Q2 of 2024, and increase to \$75.00 per quarter effective Q1 of 2025
Motion by Klingelhutz, **Second** by Nielsen table this item and place on 3/11/24 meeting agenda.
Motion carried 2-0

8. Reports

- Reviewed *Pending Business List*
- Chair Parris was not in attendance for 02.26.2024 meeting
 - Reported he had met with several legislators regarding our bonding request for 201 Facility Plan
 - Representative Nash authored HF as the companion to SF authored by Senator Coleman
- Vice-chair Nielsen
 - Looking into Federal EPA 319d grant; City of Watertown has their own wastewater treatment plant and expanding – used lobbyist for securing funding.
- Supervisor Klingelhutz
 - Attended planning commission for Brose’s CUP request; no issues.
 - Raised concern for worsening impacts of water pollution on Lake Pierson - samples taken by lake association and plan to send reports to area watersheds
- Clerk/Treasurer Kunze

- 2023 Fire Protection invoices sent to tax-exempt properties for payment in 2024
- 2024 invoices sent to DNR and ISD 100 for Airport Rd Debt contribution
- Public Accuracy Testing held at Carver County Government Center 02/22/2024 (election)
- LRIP awards expected to be announced late March/early April

9. FYI / Correspondence

- Carver County Planning Commission Agenda including Brose CUP Application with Carver County staff recommendations

10. Adjournment at 7:51p


Motion by Klingelhutz, **Second** by Nielsen to adjourn.

Motion carried 2-0

Respectfully submitted,


Leanne Kunze
Clerk/Treasurer

Approved on this 11 day of MARCH, 2024.



Pete Parris, Chair





Leanne Kunze, Clerk-Treasurer
