

MINUTES

Present:

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

Regular Meeting was called to order at 6:02pm.

Regular Meeting Agenda was adopted as presented.

Motion by Supervisor Parris to adopt the agenda.

Second by Chair Klingelhutz

Motion carried (none opposed)

Open Forum (left open until 6:15pm) 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.

There were no residents/visitors in attendance.

Minutes

Approved

Minutes from Public Works Work Session and Regular Meeting – April 10, 2023

Motion by Chair Klingelhutz to approve the Minutes from April 10, 2023.

Second by Supervisor Parris

Motion carried (none opposed)

Financials

- Payment of Claims: #13688 - 13714 totaling \$25,691.16

Motion by Chair Klingelhutz to approve payment of Claims #13688 - 13714 totaling \$25,691.16

Second by Vice-chair Nielsen

Motion carried (none opposed)

- Schedule 1 Treasurer's Report

Motion by Vice-chair Nielsen to accept the Schedule 1 Treasurer's Report

Second by Supervisor Parris

Motion carried (none opposed)

- Receipts Register: \$25,892.59

Chair Klingelhutz noted the Receipts Register has been received and reviewed.

New Business

- Considered quotes for dust coating. Staff recommends Quality Propane.

Motion by Supervisor Parris to accept the quote from Quality Propane for dust coating.

Second by Chair Klingelhutz

Motion carried (none opposed)

- Considered entering into Joint Powers Agreement (JPA) with Carver County for chip sealing and shoulder work on Airport Road.

Motion by Supervisor Parris to authorize Chair Klingelhutz and Clerk/Treasurer Kunze to sign Joint Powers Agreement with Carver County for chip sealing and shoulder work of Airport Road.

Second by Vice-chair Nielsen

Motion carried (none opposed)

Unfinished Business

- Revisited the Safe Street grant discussed at April 10, 2023 meeting in case the current alleyway connected to Marcus Street would be improved for safety purposes. Currently, emergency vehicles and utility/road maintenance vehicles have a difficult time accessing Marcus Street properties and sewer lift station. Large vehicles (e.g., fire, ambulance, plow, pump truck) currently must use various driveways along Shady Lane, Rhoy Avenue, and Bavaria Beach Road in order to turn around.

Motion by Chair Klingelhutz to authorize Vice-chair Nielsen to review grant criteria in relation to this potential project, and Clerk/Treasurer Kunze to ensure this location is noted on the agenda for the April 25, 2023 Annual Road Tour.

Second by Vice-chair Nielsen

Motion carried (none opposed)

Board Member Reports

- Chair Klingelhutz (includes review of the *Pending Business List*)
 - Pierson Lake Road Easement Encroachment: We have not received any response to the letter sent by attorney. Discussed whether we should check in with resident to see their plans re: easement/retaining wall. Will discuss at next meeting.
 - Three Rivers Park/Carver Reserve Annexation: Supervisor Parris attended the City of Victoria Planning Commission meeting on April 18, 2023 where new zoning definitions for park use were on the agenda. Matter is expected to go to the City Council for a vote on May 8, 2023. If it fails, then we will need to discuss billing Three Rivers for fire calls.
 - Augusta Road: PW staff will provide labor costs to Clerk/Treasurer Kunze, along with the invoices for materials used on the shared portion of Augusta Road, for invoicing Dahlgren Township for ½ of the cost of this round of asphalt patching. More patching anticipated this year.
 - 201 Sewer Ordinance: we are hoping to have a draft of proposed amendment from our attorney, for consideration at the May 8, 2023 meeting.
 - Tree Service w/o CUP off of Island View Road: County is aware. Clerk/Treasurer to inform complainant that this property owner did contribute to the cost of dust coating last year.
 - Reported being approached by the Pierson Lake Association regarding the status of a drainage ditch and samples collected and tested that suggest an acute level of e-coli bacteria. It was also shared that there was a previous U of M study of lab results that pointed to the source of e-coli coming from cows. Chair Klingelhutz also reported Minnehaha Creek Watershed District is aware, but unable to enforce mitigation as farm entities are excluded. Watershed District has previously recommended a holding pond for that agricultural parcel, and the property owner has allegedly been cited by Carver County relating to manure in the past. Discussed whether the township would be in a position to declare a public nuisance. Discussed concern for lake impairment and possible public health nuisance and asked Clerk/Treasurer to ask legal counsel what obligations the township may have based on this information.
- Vice Chair Cathy Nielsen
 - Reported that the application for 2023 CGPI grant consideration has been submitted.
 - Discussed locations and ability for all residents to hear tornado sirens.

- Supervisor Pete Parris
 - Noted we have already covered his report regarding the status of Three Rivers Park annexation to the City of Victoria.
 - Reported in follow up to complaint received during the April 10, 2023 meeting. Supervisor Parris and PW staff Schilling visited the property owner on April 11, 2023. Resident complaint relating to water drainage in his backyard and wants the swale changed to go through neighbor’s backyard. It was noted that the drainage is clearly marked on plat map in addition to impacts of property owner alterations (trees, raised gardens, shed addition) that has interrupted the swale causing pooling. It was also noted that the shed did not have gutters in compliance with the County’s documentation. This area will be observed with the WSB Engineer on the April 25, 2023 Annual Road Tour.

- Clerk/Treasurer Kunze – no additional information to report

Reviewed correspondence

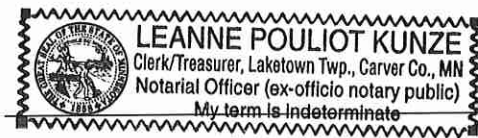
- City of Waconia Fire Service 2023 Cost Sharing, Final 2022 Fire Report, & 2024 Estimate
- MPCA recognition for operational excellence in protecting/preserving water quality
- Notice of Xcel Energy Smart Meter exchange
- March 2023 Building Permits issued by Carver County
- Metropolitan Mosquito Control District (MMCD) Press Release re: spraying in our area

Adjourned at 7:33pm

Motion by Supervisor Parris to adjourn the meeting.

Second by Vice-chair Nielsen

Motion carried (none opposed)



Respectfully submitted by:

[Handwritten signature of Leanne Kunze]
 Leanne Kunze
 Clerk/Treasurer

Board approved:

[Handwritten signature of Mike Klingelhutz] *5/08/2023*
 Mike Klingelhutz Date
 Board Chair

UPCOMING SCHEDULE

Monday, May 08, 2023	Public Works Work Session	1:00 PM
	Regular Town Board Meeting	3:00 PM
Monday, May 22, 2023	Regular Town Board Meeting	6:00 PM
Monday, May 29, 2023	Closed - Memorial Day	
Monday, June 12, 2023	Public Works Work Session	1:00 PM
	Regular Town Board Meeting	3:00 PM
Monday, June 26, 2023	Regular Town Board Meeting	6:00 PM
Tuesday, July 4, 2023	Closed – Independence Day	

Monday, July 10, 2023	Public Works Work Session Regular Town Board Meeting	1:00 PM 3:00 PM
Monday, July 24, 2023	Regular Town Board Meeting	6:00 PM
Monday, August 14, 2023	Public Works Work Session Regular Town Board Meeting	1:00 PM 3:00 PM
Monday, August 28, 2023	Regular Town Board Meeting	6:00 PM
Monday, September 4, 2023	Closed – Labor Day	
Monday, September 11, 2023	Public Works Work Session Regular Town Board Meeting	1:00 PM 3:00 PM