

## MINUTES

[APPROVED 09.11.2023]

**Present:** Chair Mike Klingelhutz, Vice-chair Cathy Nielsen, Clerk/Treasurer Leanne Kunze

**Absent:** Supervisor Pete Parris

**Regular Meeting** was called to order at 6:01pm

**Regular Meeting Agenda** was adopted as amended.

- **Amended** under New Business, to separate the proposed single item into 2 separate items:

(1)review of MATIT Property Appraisal Report; and

(2)consideration to carry replacement coverage

**Motion** by Nielsen to adopt the agenda as amended.

**Second** by Klingelhutz

**Motion carried (2-0)**

**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

- Special Meeting, Public Works Work Session, & Regular Meeting Minutes - August 14, 2023

**Motion** by Nielsen to approve the Special Meeting, Public Works Work Session, & Regular Meeting Minutes from August 14, 2023.

**Second** by Klingelhutz

**Motion carried (2-0)**

### Financials

- Payment of Claims: #13921-13949 totaling \$33,068.56

**Motion** by Nielsen to approve payment of Claims #13921-13949 totaling \$33,068.56

**Second** by Klingelhutz

**Motion carried (2-0)**

- Schedule 1 Treasurer's Report

**Motion** by Nielsen to accept the Schedule 1 Treasurer's Report

**Second** by Klingelhutz

**Motion carried (2-0)**

- Receipts Register: \$6,190.12

Klingelhutz noted the Receipts Register has been received and reviewed.

### Unfinished Business

- Considered voided checks #27518 - 27525 from 08/14/2023 claims bundle *(They were already approved as EFTs for 08/09/2023 payroll, not intended to be live checks. Clerk failed to recall the need to request a motion during 08/14/2023 meeting.)*

**Motion** by Klingelhutz to approve voided checks #27518 - 27525 from 08/14/2023 claims bundle

**Second** by Nielsen

**Motion carried (2-0)**

## New Business

- Review MATIT Property Appraisal Report

Reviewed. Needs adjustments to equipment shed value (does not have plumbing, HVAC, elevator, etc)

- Considered Resolution 2023-13 approving Replacement Cost Coverage (MATIT)

**Motion** by Klingelhutz to adopt Resolution 2023-13 approving Replacement Cost Coverage (MATIT)

**Second** by Nielsen

**Motion carried (2-0)**

- Considered offer for less than FMV for 2 used implements (*listed for sale in open market*)

**Motion** by to Nielsen approve offer of \$300.00 for the cultivator and \$50.00 for drag harrow

**Second** by Klingelhutz

**Motion carried (2-0)**

## Board Member Reports

### Reviewed Pending Business List:

- Transfer of Septic Drainage to Hoggarth – pending signatures; clerk to offer home visit if preferred; remove from this list once Agreement is executed.
- Road work cost share with Dahlgren Twp – pending confirmation of joint meeting 09.20.2023 at 6pm – Clerk has confirmed receipt of the invitation. Add topic of LRIP funds to joint meeting agenda and add this tentative date to the list of Upcoming Meetings
- No changes to the status of remaining items at this time

### Chair Klingelhutz:

- Spoke with James – found a cracked septic tank while pumping – requires replacement – discussed options for township support towards resident cost to replace. Discussed 201 Ordinance stating responsibility of property owner. Discussed 201 fund/budget impacts and precedent if aid/grant were to be created. Discussed and agreed this is a privately owned tank and should be considered for sewer grant(s) advertised by Carver County. Staff directed to send a letter to Carver County Environmental Services stating the Board's desire to have such replacements (private and required under 201 ordinance) to be considered for these grant funds administered by County.

Vice Chair Nielsen: none

### Clerk/Treasurer Kunze:

- Requested clarification on the adopted 2023 Fee Schedule relating to Town Consent for annual liquor license renewal. We have historically collected a fee equal to 20% of the County fee, plus reimbursement (\$100.00) for the Sheriff's background check. The 2022 and 2023 Fee Schedules say 25%. The County fee hasn't changed in several years and it appears we have been collecting the same dollar amount equaling 20% + \$100.00 with an exception in 2018 where only the background fee was collected. Is the "new" 25% fee intended to include the background check?
- Copy of template letter approved by town attorney shared with board – to be sent to property owners who have not completed the required sump pump inspection per the 201 sewer ordinance.
- Informed the Board that Jean Moore, Administrative Assistant, will be covering the September 11 meeting and Kunze will return on Wednesday. Confirmed Deputy Clerk Lano was unable to cover. Previewed some items that will be on the 9/11 agenda while absent: 3 CDs will be maturing, town miles to be certified, 2024 Met Council rate increase and resulting impacts after applying formula for Crown, Met and 201; and Chair Klingelhutz

**Reviewed correspondence:**

- Carver County notice of recording combined parcels
- MAT August Newsletter
- Metro Update – August 24, 2023

**Adjourned at 7:15pm**

**Motion** by Klingelhutz to adjourn the meeting.

**Second** by Nielsen

**Motion carried (2-0)**

**Respectfully submitted by:** Leanne Kunze

*9-11-23 on behalf of*



Leanne Kunze  
Clerk/Treasurer

Board approved on 9-11-2023  
(date)



Mike Klingelhutz  
Board Chair