

**Attendees:** Town Board members: Chair, Pete Parris; Vice-Chair, Mike Klingelutz; Supervisor, Cathy Nielsen; Clerk/Treasurer, Jean Moore, Deputy Clerk/Treasurer Melissa Lano.

### **Regular Town Board Meeting**

The meeting was called to order at 6:00pm

### **Adopt Regular Agenda**

ACTION: Motion by Chair Parris

Second by Vice Chair Klingelutz

RESULTS: None opposed. Motion carried.

### **Open Forum**

No discussion.

### **2023 Organizational Appointments and Designations**

- 1- Nominate/Elect Laketown Township Chair: 1<sup>st</sup> Motion Supervisor Nielsen, 2<sup>nd</sup> Motion Supervisor Parris to elect Mike Klingelutz commencing Feb 1, 2023: None opposed. Motion passed.
- 2- Nominate/Elect Laketown Township Vice-Chair: 1<sup>st</sup> Motion Supervisor Parris, 2<sup>nd</sup> Motion Supervisor Klingelutz to elect Cathy Nielsen commencing Feb 1, 2023: None opposed. Motion passed.
- 3- Designate Banking Institution as Town Depository: *Security Bank*
- 4- Designate Official Newspaper for Legal Publications: *Chaska Herald and Waconia Patriot*
- 5- Designate Official place for postings: *Website and Town Hall bulletin board*
- 6- Designate Approval Electronic Fund Transfers: *Resolution 2023-03*
- 7- Consider potential conflicts of interest: *Lano Equipment, Inc /Shakopee*
- 8- Holiday and meeting schedule: *posted on website and bulletin board.*
- 9- Mileage reimbursement rate: *2023 IRS mileage reimbursement rate 65.5 cents per mile*
- 10- Town Board Compensation: \$35/hr
- 11- Election Judge Rate: \$16/hr
- 12- Proposed Fees: *Resolution 2023-02*
- 13- Met Council: *Parris*
- 14- Minnehaha/Carver County Watersheds: *Klingelutz*
- 15- MPCA: *Nielsen*
- 16- Carver County Board of Adjustment and Planning/Zoning: *All*
- 17- Sewers: *All* On site Sewer Technician: *Schilling*
- 18- MS4: *Klingelutz* On-site MS4 coordinator: *Lawrence*
- 19- Town Roads: *Parris* On-site Town Road Technician: *Lawrence*
- 20- Weed Inspector: *Lawrence*
- 21- Safety Supervisor: *Nielsen* On-site Safety Coordinator: *Lawrence*
- 22- City of Waconia: *Nielsen*
- 23- City of Chaska: *Parris*
- 24- City of Victoria: *Klingelutz*
- 25- City of St. Boni/St. Boni Fire Advisory: *Parris*
- 26- Carver County Township Board: *Nielsen*
- 27- Augusta Road: *Parris*

A motion by Chair Parris was seconded by Supervisor Nielsen to approve appointments and designations as stated above for items #3-27. None opposed. Motion passed.

1/23/2023

Consider offer letter for Clerk/Treasurer new hire at a rate of \$26.00/hr with benefits.

ACTION: Motion by Chair Parris to extend offer to Leanne Kunze

Second by Supervisor Nielsen

RESULTS: None opposed. Motion carried.

**Approve Meeting Minutes December 28, 2022**

ACTION: Motion by Supervisor Nielsen

Second by Vice Chair Klingelhutz

RESULTS: None opposed. Motion carried.

**Treasurer's Report**

ACTION: Motion by Chair Parris to approve payment of claims #13507-13537=\$28,736.39; payment of claim #13539 =\$74,550 (Crown College SAC fee); void claim #13538 (incorrect amount), and void check # 27247 (overpayment).

Second by Vice Chair Klingelhutz

RESULTS: None opposed. Motion carried.

Schedule 1 Treasurer's Report as of December 31, 2022

ACTION: Motion by Supervisor Nielsen

Second by Chair Parris

RESULTS: None opposed. Motion carried.

Schedule 1 Treasurer's Report as of January 19,2023

ACTION: Motion by Vice Chair Klingelhutz

Second by Supervisor Nielsen

RESULTS: None opposed. Motion carried.

Receipts Register reviewed in the amount of \$139,858.21

ACTION: Motion by Chair Parris

Second by Vice Chair Klingelhutz

RESULTS: None opposed. Motion carried.

2022 Yearend Security Bank and CTAS (Township) financial system balance sheet

ACTION: Motion by Chair Parris

Second by Vice Chair Klingelhutz

RESULTS: None opposed. Motion carried.

**New Business**

Consider Resolution 2023-01 MPCA Small Community Wastewater Treatment Program Application for Technical Assistance Grant in the amount of \$53,000.

ACTION: Motion by Chair Parris

Second by Supervisor Nielsen

RESULTS: None opposed. Motion carried.

Consider Resolution 2023-02 Proposed Fee Schedule

ACTION: Motion by Chair Parris

Second by Supervisor Nielsen

RESULTS: None opposed. Motion carried.

Consider Resolution 2023-03 Electronic Funds transfers

ACTION: Motion by Chair Parris

Second by Supervisor Nielsen

RESULTS: None opposed. Motion carried.

Consider Resolution 2023-04 Polling Place

ACTION: Motion by Chair Parris

Second by Vice Chair Klingelhutz

RESULTS: None opposed. Motion carried.

Consider Special Event Permit for Tour de Tonka w/\$25 permit fee

ACTION: Motion by Chair Parris

Second by Vice Chair Klingelhutz

RESULTS: None opposed. Motion carried.

Consider Revised Employee Benefits Summary

ACTION:

RESULTS: Tabled until September

Discuss using CTAS Payroll module (in-house) vs. Paychex (outsourced)

ACTION:

RESULTS: Tabled until September

Discuss Mt Olivet Group Homes 201 sewer findings

ACTION:

RESULTS: Further discuss on 2/13/2023 (\$375/qtr to cover additional pumpings, \$1000 fine, larger tank, consult with town attorney)

Consider allowing Carver County to approve all gambling permits without prior township consent.

ACTION: Motion by Chair Parris

Second by Vice Chair Klingelhutz

RESULTS: None opposed. Motion carried.

Discuss 8260 Airport Road fence damage from snow-throw.

ACTION: The Public Works technicians determined the fence encroached the township right-of-way by 3 feet.

RESULTS: No further action. The Board directed the Clerk to write a letter.

### **Unfinished Business**

No discussion

### **Board Member Reports**

#### **Chair Pete Parris:**

- Augusta Road – will schedule a meeting for February with Jeff Thompson
- Discussed political signage along Cty Rd 10 w/MN SOS and Carver County.
- Oakwoods additional signage
- Will followup on 3 Rivers Park annexation

#### **Supervisor Cathy Nielsen:**

- Working on the MPCA Small Community Wastewater grant

#### **Vice Chair Mike Klingelhutz:**

- Received a complaint about snowplowing (Rhoey Ave area) blocking an alley.
- Will email Bolton/Menk for Feasibility Study update

#### **Clerk/Treasurer Jean Moore:**

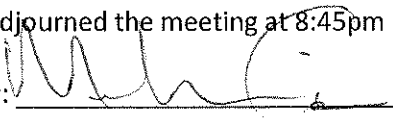
- Received call that Dick Molnau's vacant lot on Reitz Lake is no longer a buildable lot according to Carver County, however a sewer and road assessment has been paid for this PID. Supervisor Klingelhutz will follow-up.

### **Correspondence**

None

**Adjournment**

Chair Parris adjourned the meeting at 8:45pm


Submitted by: 

Melissa Lano

Deputy Clerk, Carver County, Minnesota

Notarial Officer (ex-officio notary public)

My term is indeterminate.

Accepted by: 

Date: 2/13/2023

**UPCOMING MEETINGS**

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Monday, January 23, 2023	Regular Town Board Meeting	6:00 PM
Monday, February 13, 2023	Public Work Session	1:00 PM
	Regular Town Board Meeting	3:00 PM
Monday, February 20, 2023	Closed - Presidents Day	
Monday, February 27, 2023	Regular Town Board Meeting	6:00 PM
Monday, March 13, 2023	Public Work Session	1:00 PM
	Regular Town Board Meeting	3:00 PM
<b>Tuesday, March 14, 2023</b>	<b>Annual Town Meeting</b>	<b>7:00 PM</b>
Monday, March 27, 2023	Regular Town Board Meeting	6:00 PM