

TOWN OF SILVER CREEK
REGULAR MEETING
APRIL 18, 2023

The Regular Meeting of the Town Board of the Town of Silver Creek was held on Tuesday, April 18, 2023, in the Board Meeting Room. Present were Supervisors Chuck Voss, and Greg Hull, Clerk Alison Oftedahl; Treasurer Jamie Pellman; Town Operations and Facilities Manager Jody Reineccius, and (by phone) Deputy Clerk Katie Anderson.

Absent: Scott Krech

Chairman Voss called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

CONSTITUENTS CONCERNS:

The Clerk received a call about the location of Old Castle Danger Road, whether the Township had a map of it and what it might mean on their easements. After discussion, Oftedahl was directed to find out what the caller is trying to accomplish and try to get a copy of his deed in order to see the easement language.

ROAD & SAFETY:

Road Report – Reineccius said that there are 4 or 5 culverts needing replacement that can be viewed on the road Tour. He said that Dodge is not ready with parts for the recall on our truck. He said that the Town Hall is being cleaned and checked for the Republican banquet this weekend and that he would coordinate with Seasonal Storage customers to remove items.

SEWER OPERATIONS:

Reineccius reported that Mike Nelson of Nelson Electrics came up to swap a pump at the Lift Station and will be back to fix a pipe. Due to the pipe patch blowing out, we are still running on only one of two pumps, and it is our spare, but we hope to have that fixed soon. Reineccius said that he and Mike are excited to find Nelson Electrics. Mike Nelson came quickly, fixed several issues, had a new crane truck, and an employee, and he is reasonably priced. And, because he works with Silver Bay and Beaver Bay, we can split travel time if there is work to be done at multiple places. He also reported on his visit to Tracy Finch at MPCA to view his test results and pick up additional training materials. The group discussed whether our wastewater system could be re-classified as a Class D instead of Class C system, because Reineccius already has the D license. Voss agreed to speak to Engineer Nathan Feist at Bollig to find out if this could be done.

Motion Voss, second Hull to accept as presented the Wastewater Operator’s Report (included below). Carried unanimously.

Wastewater Operator’s Report – April 11, 2023

| Influent | 2022 | 2023 |
|-----------------|-------------------------------|----------------------------|
| January | 0.4204 million gallons | 0.4093 million gallons |
| February | 0.4567 million gallons | 0.4485 million gallons |
| March | 0.6321 million gallons | est 0.6000 Million gallons |
| April | 0.8675 million gallons | |
| May | 0.8232 million gallons | |
| June | 0.8657 million gallons | |
| July | 0.9316 million gallons | |
| August | 0.8870 million gallons | |
| September | 0.9317 million gallons | |
| October | 0.6251 million gallons | |
| November | 0.6000 million gallons | |
| <u>December</u> | <u>0.3881 Million gallons</u> | |
| <u>Total</u> | <u>8.4291 million gallons</u> | |

No trucked in wastewater during March.

| Effluent | 2021 | 2022 |
|-------------------|--------------------------------|---------------------------------|
| May – Discharged | 2.859 million gallons of water | 3.018 million gallons irrigated |
| June – Discharged | 3.19 million gallons of water | 2.986 million gallons irrigated |
| July – Discharged | 3.246 million gallons of water | 4.563 million gallons irrigated |

| | |
|---|--|
| August - Discharged 2.743 million gallons of water | 2.218 million gallons irrigated |
| September - Discharged 0.923 million gallons of water | 2.984 million gallons irrigated |
| <u>October - Discharged 0</u> | <u>1.147 million gallons irrigated</u> |
| Total for year- 12.961 million gallons | 16.916 million gallons irrigated |

Current Operations

Pond capacity remains good, although moisture is tracking above normal again so far this year. I hope to begin startup of irrigation on May 1, but like last year it could be delayed.

Lift Station #1 -Pump #2 Status remains the same as last month. I'm chasing the pump repair.

Grinder pumps- We have a need for repair parts and repairs to be done.

Sampling has been done as required and all reports submitted to MPCA.

Pending Maintenance Items

Cut out between pump chambers on duplex stations.

There is going to be a need for much work at the ponds this spring and at lift stations i.e. putting gravel back where it belongs, fence repairs.

Respectfully submitted,

Mike Hoops, Wastewater Operator

STEWART RIVER SEWER:

Voss reported receiving two emails stating that the project has been submitted to the Senate Appropriations Committee by Amy Klobuchar and Tina Smith.

REVIEW MINUTES:

Motion Voss, second Hull to accept the 3/21 Regular Meeting minutes as presented. Motion Voss, second Hull to accept as presented the 4/11 Committee of the Whole Meeting minutes; and motion Hull, second Voss to accept as presented the 4/11 CDSSD Rate Hearing minutes. All motions carried unanimously.

TREASURER'S REPORT:

The Treasurer's Report was presented by Pellman as follows: TOSC checking: \$53,376 and TOSC savings: \$684,378.36 for a total of \$737,754.69. Outstanding checks totaled \$2,886.30 for a CTAS balance: \$734,868.39. Motion Voss, second Hull to accept the March Treasurer's Report as presented. Motion Hull, second Voss to authorize the requested transfer of \$40,000 from savings to checking. Both motions carried unanimously.

READING OF THE BILLS:

The current month's bills were read: claims 9715 - 9743, totaling \$20,070.04, and payrolls through April 21st. Motion Hull second Voss to recess at 7:40 p.m. for a short break. Voss reconvened the meeting at 7:42 p.m. Motion Hull, second Voss, to authorize payment of the bills as presented. Carried unanimously.

CORRESPONDENCE:

The Board considered the following:

- 1 Affidavit of Posting of the LBAE meeting was signed.
- Right of Interment for Roger Leif and Ellen Marie Jacobson was signed.
- Signed Hall Rental Agreement from the MN Logger Education Program.
- Email from Steve Blettner on Press Camp Road thanking the guys for the grading on the road and calling it "a great job".
- A letter from Nationwide regarding liability and the Government's Expendable Trust Funds. The Clerk has requested clarification from Nationwide on whether there is government reporting that is required. No response has been received after two calls and an email.
- Insurance Premium from MATIT.

OLD BUSINESS:

Thompson Review – Hull reported that the review hasn’t happened yet but that there will be a staff meeting on Thursday of this week.

NEW BUSINESS:

Mowing Contract – Motion Hull, second Voss to empower Voss to sign the contract with Mark Wycoff as presented with one change – add language to indicate that the contract is good for 3 years at the price quoted. Carried unanimously. The Clerk was directed to make the change.

Bank Signatory – Motion Voss, second Hull to remove Chris Jaeger as an authorized signatory for Park State Bank and to add Scott Krech. Motion Voss, second Hull to adopt Resolution 2023-4 (included below). Resolution passed upon roll call vote as follows: Voss -Yea; Hull – Yea; absent 1; Abstaining 0.

**RESOLUTION 2023-4
TOWN OF SILVER CREEK
LAKE COUNTY MINNESOTA**

**RESOLUTION AUTHORIZING
SUPERVISORS, CLERKS, AND TREASURERS
TO SERVE AS AUTHORIZED SIGNERS
FOR TOWN BANK ACCOUNTS
ON DEPOSIT WITH PARK STATE BANK**

WHEREAS, checks drawn on the Town of Silver Creek’s checking account require three signatures normally the Clerk, the Treasurer; and the Chairman of the Board of Supervisors;

WHEREAS, claims must be paid in a timely fashion and checks processed even in the absence of Clerk, Treasurer or Deputy;

WHEREAS, to ensure transparency and provide oversight, the elected Board, Clerks and Treasurers need authorization to view bank account information, such as current balance;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Silver Creek hereby requests that Park State Bank update their records to authorize each of the named members of the Board of Supervisors, the Clerk, the Deputy Clerk, the Treasurer and the Deputy Treasurer indicated on the Bank Signature Form and listed below to access the Town’s accounts and/or sign checks and authorizes no others.

Authorized Signers:

- Charles Voss: Supervisor /Chairman
- Gregory Hull: Supervisor
- Scott Krech: Supervisor
- Alison Oftedahl: Clerk
- Jamie Pellman: Treasurer
- Katie Anderson: Deputy Clerk
- Bobbi Salakka: Deputy Treasurer

Adopted on April 18, 2023

Charles Voss

Gregory Hull

Scott Krech

ATTEST: _____
Alison Oftedahl, Clerk

LBAE – The Clerk reported that someone from the Assessor’s Office will attend our May 2nd COW and answer any questions that the Board may have in preparation for the LBAE.

Road Tour Planning – Postponed to next meeting.

Board Reorganization Items:

Chairmanship – Hull stated on the record that when he brought up the issue of the rotating Chairmanship, it was in no way, shape, or form or in any fashion whatsoever a criticism of the job that Voss has been doing as Chairman. Both Voss and Hull agreed that rotation is a good idea. Voss then made a motion that the Chairmanship be rotated on a set schedule, assigning it to the Supervisor who is in the third year of his term, ensuring rotation but also ensuring that new Supervisors get two years of training first. His motion did not pass for lack of a second. Hull spoke and said that it might be good to keep it flexible because there can occasionally be a benefit to allowing a Chair to serve more than one year such as in a time of personnel turmoil. After discussion, motion Voss, second Hull to nominate Hull to Chairmanship this year. Hull accepted the nomination. Motion Hull, second Voss to nominate Voss to Vice Chair this year. Voss accepted.

Areas of Responsibility – It was discussed and agreed that whichever Supervisor serves as Chairman should be required to be responsible for the area of “Personnel”. Motion Voss, second Hull to designate areas of responsibility as follows: Voss: Stewart River Project and Castle Danger Wastewater; Hull: Roads and Personnel; Krech: Facilities and Cemetery.

Meeting Schedule – Motion Hull, second Voss to adopt the board meeting schedule below as previously adopted and posted. Carried unanimously.

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|--------------------|--|
| May 2, 2023 | COW 6:30 p.m. |
| May 9, 2023 | Road Tour 7:00 a.m. |
| May 9, 2023 | Board of Equalization (LBAE) 1:00 p.m. |
| May 16, 2023 | Regular 6:30 p.m. |
| | |
| June 13, 2023 | COW 6:30 p.m. |
| June 20, 2023 | Regular 6:30 p.m. |
| | |
| July 11, 2023 | COW 6:30 p.m. |
| July 18, 2023 | Regular 6:30 p.m. |
| | |
| August 8, 2023 | COW 6:30 p.m. |
| August 15, 2023 | Regular 6:30 p.m. |
| | |
| September 12, 2023 | COW 6:30 p.m. |
| September 19, 2023 | Regular 6:30 p.m. |
| | |
| October 10, 2023 | COW 6:30 p.m. |
| October 17, 2023 | <i>Lake County COW 6:00 p.m. at Silver Creek</i> |
| October 24, 2023 | Regular 6:30 p.m. |
| | |
| November 14, 2023 | COW 6:30 p.m. |
| November 21, 2023 | Regular 6:30 p.m. |
| | |
| December 12, 2023 | COW 6:30 p.m. |
| December 19, 2023 | Regular 6:30 p.m. |

Motion Voss, second Hull to designate the Northshore Journal as the Town’s official newspaper.

Motion Voss, second Hull to adopt the following posting sites: bulletin board at the office entrance and the town website: www.ttosc.org.

Motion Voss, second Hull to designate Park State Bank as Depository for all Town funds. Carried unanimously.

Motion Voss, second Hull to maintain the Chairman's wage at \$500 per month. Carried unanimously.

Motion Voss, second Hull to maintain the Supervisors' wages at \$400 per month. Carried unanimously.

Motion Hull, second Voss to raise the Clerk hourly rate by the same COLA amount as was provided to employees including the Deputy Clerk, raising the wage to \$29 per hour. Carried unanimously.

Motion Hull, second Voss to maintain the Treasurer's wage at \$450 per month. Carried unanimously.

Motion Voss, second Hull to maintain the Deputy Treasurer wage at \$50 per meeting and additionally, to pay an hourly rate of \$15 per hour for any work done outside the meeting. Carried unanimously.

After a motion by Voss to maintain current Per Diem rates was rescinded, motion Hull, second Voss to raise three of the rates shown below, effective May 1, 2023, noting that these have not been raised in over five years.

\$ 25 for Special meetings held 5:00 p.m. or later in conjunction with a regular scheduled Board meeting – no paid mileage.

\$ 75 for Special meetings held 5:00 p.m. or later not in conjunction with a regular scheduled Board meeting – mileage paid,

\$100 for Special meetings held during working hours with mileage paid.

\$200 All day training sessions with mileage paid.

Motion Voss, second Hull to maintain the Election Judge wage at \$15/hr.

Voss was appointed to Northshore Management Board and Hull was appointed to the Forestry group.

Motion Voss, second Hull to confirm the mileage reimbursement at \$0.65 per mile.

After viewing manuals, motion Hull, second Voss to accept the AWAIR manual, Policy manual, Resolution Book, and Ordinance Books as presented.

Motion Hull, second Voss to designate Scott Witty at Hanft Fride as the Town Attorney for now, but subject to other possibilities in future.

The previous 10 motions carried unanimously.

PENDING BUSINESS:

None

There being no further business, motion Voss, second Hull to adjourn the meeting at 8:51 p.m. Motion carried unanimously. The next regular meeting of the Board will be held on Tuesday May 16, 2023 at 6:30 p.m. in the Board Meeting Room.

Respectfully submitted,
Alison Oftedahl, Clerk