

**Greenvale Township
Board of Supervisors Meeting Minutes
Thursday, April 20, 2023 – recessed
Reconvened Monday April 24, 2024**

Present: Supervisors Tony Rowan, Dave Roehl, and Chairman Charles Anderson; Treasurer Wayne Peterson and Clerk Jane Dilley

Others Present: Mary Collins, Perry Collins, Jerry Bolton, Joyce Moore, Gregory Langer, Steve Wickelgren, Linus Langer, Jerry Gehler, Joy Royle, Andy Anderson, Tom Wirtzfeld, Scott Norkunas, Christina Nelsen, Diane Gehler, Maynard Bolton, John Fink, Mary Langer, Dean Odette, Charlene Klemenhagen, Steve Rasmussen, Jessica Bodnar, Richard Moore, Ryan Wilson, Douglas Wilson, Bruce Paulson, Cindy Roehl, Wendy Bolton, Larry Bolton, Patrick Rose, Randy Kubes, Terry Mulligan, Lorn Manthey, Victor Volkert, Victoria Langer, Kurt Hembd, Carolyn Joyce, Vickie Tyler, Linda Wasner, Jenn Welbaum, Brian & Rita Krukow, Kimberly Anderson and two illegible signatures

At 6:00 Chairman Anderson called the work session to order with the Pledge of Allegiance. Candidates Linus Langer and Steve Wickelgren were both asked the same set of questions by Anderson. Roehl said he'd known Langer a long time. Rowan remarked about knowing Langer's qualifications.

The Road Committee came to the Board table to open gravel quotes received from three companies who responded: Anderson Rock & Lime; Milestone Materials (fka Castle Rock Materials) and Kielmeyer Construction. Quotes for class 5 limerock hauled were: \$11.90 – Anderson; \$12.50 – Milestone and \$12.90 Kielmeyer. The Road Committee will recommend the Board select Anderson Rock & Lime as the gravel provider for 2023.

The Supervisors returned to the table. Anderson made a motion to adjourn the work session; Rowan seconded. Motion carried 3 – 0.

Opening of the Meeting:

Chairman Anderson called the regular meeting of the Board of Supervisors to order at 7:00pm with the Pledge of Allegiance. Anderson reminded the audience to sign the attendance sheet, silence their electronic devices and to speak only when invited to by the Board.

Approve Agenda: Anderson asked if there were additions to the agenda. Rowan mentioned he had a Northfield Transportation Advisory Report to share with other board members. Anderson moved to approve the agenda. Roehl seconded. Motion carried 3 – 0.

Minutes: Rowan requested an addition to the February 16, 2023 regular meeting minutes to reflect that a response to his question of Tom Wirtzfeld's safe harbor application was uncalled for. Anderson made a motion to approve with the change, Rowan seconded. Motion carried 3 – 0. The March 16, 2023 regular Board meeting minutes were approved without changes via motion by Anderson, seconded by Roehl. Motion carried 3 – 0. The March 16 Board of Canvass meeting minutes were approved without changes via motion by Anderson, seconded by Roehl. Motion carried 3 – 0. Supervisor Anderson was entertained by the audience singing Happy Birthday. Cake and ice cream will be served after the meeting.

Guests: Deputy Sheriff Ryan Puhls spoke briefly. Anderson reported high speeds on 320th are problematic. Roehl mentioned a suspicious vehicle along County Road 86 had been reported the previous evening.

Ashley Gallagher from Dakota County made a presentation about the North Cannon River Watershed Management Organization (NCRWMO).

Jenni Faulkner and Harry Davis from Bolton & Menk were present to introduce themselves and discuss preliminary plans leading the ordinance refresh and alteration to comply with the Comprehensive Plan. Bolton & Menk will also be our new planner and presented a contract for on-call services.

Citizens comments: Diane Gehler reminded the Board members to use their microphones.

Wendy Bolton spoke about her frustration when she asked to look at the monthly claims packets. When she met with Clerk Dilley, she was told she would need to pay \$25 because Wendy's request was "extra work" and the Clerk needs to stay at the town hall while Wendy looks over records. The Clerk ran, fought for and won the office and knew the pay – now it seems she doesn't want to do the work. Bolton doesn't think anyone should have to pay to see the township's records. Bolton also believes it isn't right the Clerk does not have regular office hours and suggested some be established so that people who work can come in. Even if no one came in the Clerk could work on keeping the minutes updated or mailing flyers. The reason Bolton wanted to review the records was to see the attorney bills – what is being charged for phone calls, travel time, safe harbor and various current topics. She feels that the amount of money that will be spent pursuing emails from Greg Langer and Linus Langer will not be worth what you think you are going to get. She feels the Road Committee is doing a great job and there is no need to micromanage them.

Jessica Bodnar spoke about some changes to the website. Photos of the picnic are on the Maps and Info page under the header of Community. She also read a letter from Cindy Larson who could not attend the meeting. Cindy had two suggestions. One would be a community garden in the spirit of Victory Gardens during wartime. Easing the impact of rising food costs and a community building activity are a couple of reasons to do this. Her second suggestion was a welcome folder for new residents containing: township founding and history, voting location, website, community events, township meeting cycle. Businesses in the township could advertise if they wish.

Vicki Tyler is unsure if the expense of pursuing emails from former elected officials is worth what would be gained. She wonders how the township's operations have been impacted by not having this information as it has been a year since the people held office.

Linus Langer addressed the fast track IUP application for billboards. There was a public hearing, a planning commission meeting and a board meeting all held on April 20, 2023. The proposed billboards would be right next to his home. Greenvale's zoning is agricultural, floodplain and shoreline and as such the approved permit is illegal. MNDOT has said they will not allow billboards on property that is not business, commercial or

industrial. He is concerned about safety as well. He suggested the Board reimburse the applicant for the fees paid and revoke the permit.

Clerk's Report:

The clerk was assigned to shop for chairs for the board table. The current chairs are deteriorating, hunks of the armrests are missing. Dilley shopped online. Office Max had a nice assortment but nearly everything was out of stock. Uline also has a good assortment of chairs in stock. We can get replacement chairs for \$150 - \$200 each. Dilley will email the board members photos of her recommendations. She recently made contact with Melanie Schmitt about the audit and will report more next month. Dilley reported on Data Requests. Cash payments are cumbersome. The Rainbow Saddle Club's seasonal rental of the Town Hall ended this month. In the past they were able to retain the key to the town hall but understood why it needed to be turned in. A new rental agreement will be addressed late fall.

Treasurer's Report: Wayne Peterson presented the Treasurer's Report.

checking account	
March 1, 2023 beginning balance	\$ 112,849.02
deposits	\$ 3,039.66
checks cleared	\$ (25,715.24)
March 31, 2023 ending balance	<u>\$ 90,173.44</u>
less: outstanding checks	\$ (8,942.62)
plus: deposits in transit	\$ 1,761.46
reconciled March 31, 2023 balance	<u>\$ 82,992.28</u>
savings account Castle Rock Bank	\$ 251,908.31
CDs Community Resource Bank	\$ 55,221.54
Grand Total	<u><u>\$ 390,122.13</u></u>

Our CTAS records do not reflect the \$1,761.46 of deposits received by the township in transit to the bank. Anderson moved to accept the Treasurer's Report, Rowan seconded. Motion carried 3 – 0.

We received a late payment notice regarding life insurance coverage on the Board members and Jerry Bolton as a township employee. The life insurance coverage is \$5,000 up to age 70, \$2,500 age 70 – 74 and \$1,250 age 75 and above. Annual premium is around \$80. Peterson believes this is not a good value and recommends we drop the policy. After discussion, Anderson moved to drop the insurance, Rowan seconded. Motion carried 3 – 0. Credit cards have been activated and the credit limits reduced to \$3,500 per prior board direction.

Given the bank failures on the west coast Peterson thought it wise to doublecheck with Castle Rock Bank. They provided a report of bank-owned securities pledged to our account. They provide this report annually.

Anderson made a motion to approve the claims reviewed at the work session. Rowan seconded. Motion carried 3 – 0. Checks will be signed after the meeting has been adjourned. The Board signed reports covering claims, payroll, the CTAS Cash Control Statement and a Statement of Receipts, Disbursements and Balances.

Check #8034 was lost and replaced. Rowan made a motion to void check #8034. Anderson seconded. Motion carried 3 – 0.

Road Committee: Jerry Bolton reported that we went from winter to spring in a week. Todd Howard called saying County Road 86 would be closed soon for construction. Gravel put down on 290th and Eveleth. A culvert was clogged with cattails and has been cleaned out. A missing stop sign at 305th and Isle was replaced. The stop sign at Highway 19 and Holyoke was replaced but the road signs are missing. Rowan will check with the State to see if they have them, otherwise we will order new signs. Todd Howard contacted Jerry to let him know the County is going to chloride Waterford Township road 297th St W which turns into 290th St W into Greenvale Township and out to Cedar Ave. An official road tour will not take place this year. Jerry offered a ride to anyone that is interested when he does his weekly examination of the roads. Rowan reported on County Road 86 construction. It will start from the west and go east. The short stretch of Cedar that is on 86 will be under construction but passable. County Road 86 is closed and not passable at Garrett Ave.

The Road Committee recommends the Board select Anderson Rock & Lime as the township's gravel provider. Their quote was \$11.90/delivered ton. Anderson so moved, seconded by Rowan. Motion carried 3 – 0. Rowan made a motion, seconded by Anderson to do the work on Holyoke. Motion carried 3 – 0. Anderson made a motion to continue work on 290th St W from Eveleth to Foliage. Rowan seconded. Motion carried 3 – 0. Rowan handed off the Northfield Transportation Authority Report.

Planning Commission:

Ken Malecha reported the Planning Commission (PC) met on April 13. In addition to the zoning and permit requests the PC talked about using Bolton & Menk as our planner, reviewed the two annexation agreements from the City of Northfield and the quarterly Over the Counter Permit Report. The Planning Commission reviewed the request for a new home for Doug and Carole Wilson on PID 16-02300-29-013 subject to building inspector approval of building plans and septic plans. The PC recommends the Board approve the request. Anderson so moved, seconded by Roehl. Motion carried 3 – 0. The PC also recommends approval of new construction for Terry Mulligan on a parcel which possesses a building right. A lot split and subdivision agreement are in process. There will be a driveway easement and approval is subject to the building inspector approval of building plans and septic plans. Anderson so moved, seconded by Roehl. Motion carried 3 – 0.

The PC reviewed a request from Patrick Rose for confirmation of a building entitlement on PID 16-00400-51-021. There was an extensive discussion. Township Attorney Couri was in attendance at the PC meeting and recommended approval. Anderson made a motion to approve, seconded by Roehl. Discussion followed. Rowan asked about the two homes that are on the parcels to the north and that the building entitlements had to come from somewhere for the second home. Malecha said there is no home on the quarter-quarter section owned by Pat Rose. The township's records lack any documentation of a building entitlement being transferred away from Rose's parcel. Rowan remarked there was a "T" for this parcel noted in the Building Entitlements Notebook (known as the green book). Malecha said the Clerk read from Board minutes that addressed decisions made in each township section. The discussion on this parcel by the board concluded this section should be noted with a "?." There is no documentation on how the "?" in the minutes became a "T" in the green book. Rowan asserted that new information must have come to light for the ? to become a T. Rose submitted documentation on the Carlson and Schilling title work and records from the County. None

of this documentation describes where the building rights came from. Attorney Couri had advised the PC where there is ambiguity, the courts generally favor the landowner and he would not want to defend denial of a building entitlement to Rose. Rowan asked if we were just going to disregard the information in the green book going forward. Malecha said the green book was not maintained after its creation. It is a reference source, but in instances of questions, Malecha seeks sources of documentation to confirm what is in the green book. Roehl remarked that when the building rights study was done, the Board knew there would be questions. Roehl said he doesn't know how the ? became a T. Anderson called for a vote: Roehl – yes; Rowan – no; Anderson – yes. Motion carried 2 – 1.

The PC also reviewed a subdivision agreement from Rusty Kluver, however, he has withdrawn his application at this time. The PC reviewed three applications under the Nonconforming Land Use Ordinance.

1. The application from Steve Rasmussen was reviewed. The land uses are restoration and repair of vintage motor homes and outdoor storage on PID 16-02000-75-014. The Planning Commission recommends approval of this request. The Board was presented with Resolution 2023-19 to approve this application. Rowan moved to approve; Anderson seconded. Motion carried 3 – 0.
2. The application from 9-M Corporation was reviewed. The PID is 16-02300-28-030 for indoor and outdoor storage. Malecha presented the Board with Resolution 2023-20 to approve this application. Rowan asked about the number of outdoor items stored – 8 maximum. Malecha said he is the majority shareholder of 9-M Corporation and abstained from the discussion and the vote. The PC recommended approval via a 4 – 0 vote. Anderson made a motion to approve; Roehl seconded. Motion carried 3 – 0.
3. The application from Ed Treinen for PID 16-00300-01-012 was reviewed. Treinen has a machine shop, receives and stores materials and delivers finished products. Malecha presented Resolution 2023-21 to the Board to approve this application. Anderson made a motion to approve the application; Rowan seconded. Motion carried 3 – 0.

At the PC meeting, the two annexation agreements from the City of Northfield were reviewed. Attorney Mike Couri had reviewed the agreements and did not foresee an issue with signing them. The two parcels being annexed are a section of the Hauberg Woods and a 5 acre parcel near the hospital where a water tower will go. Malecha verified the PIDs in the annexation agreements are correct. Anderson made a motion to approve, Rowan seconded. Motion carried 3 – 0. Dilley said the annexation agreements

would be recorded as Resolutions 2023-22 for Hauberg Woods and 2023-23 for the water tower site. The Board will sign the agreements at the close of the meeting.

Building/Grounds: Roehl reported the township's application for a grant to fund our annual Clean Up Day was approved. Expect to receive the paperwork soon. Roehl inquired with the State of Minnesota if we needed to have a second handicapped sign in the parking lot but has not received a response yet.

Old Business: TK Properties has signed an extension until June 19 for the township to decide on a building entitlement request.

Glenview Estates has proposed a 10 year contract for snowplowing. Jerry Bolton was asked to comment on how this past year went. No problems encountered, mailboxes still intact; TJ Grossman had no issues. Anderson made a motion to approve a 10 year contract, Attorney Couri would need to draft agreement, Glenview would pay the legal costs. Roehl seconded the motion. During discussion, Rowan suggested limiting the contract to 2 years. We are on an annual contract with our provider. Roehl said it would be a couple of dollars an hour at the most for an increase. Rowan is concerned that if we take over a road for 6 – 7 years we take it over permanently. Anderson retracted his motion and made a new motion to consult with Attorney Couri before proceeding. Roehl seconded. Motion carried 3 – 0.

New Business:

The Board discussed the interviews for filling the vacancy on the Planning Commission. Rowan said both candidates are well qualified. Anderson said he liked involving new people in township governance. Roehl moved to appoint Steve Wickelgren to the Planning Commission. Anderson seconded. Motion carried 3 – 0.

Committee reports: Road Committee has already reported. Broadband Committee – Lorn Manthey has volunteered to participate. Clean Up Day report was already given – the date is July 15 and we are still looking for volunteers. Picnic Committee – Jenn Welbaum reported two dates are under consideration – September 16 and September 23. The Defeat of Jesse James Days celebration is September 9. General consensus from the audience is September 16 is the preferred date.

Rowan reported on the March 18 half day training session for new officers sponsored by the Dakota County Township Officers Association. Representatives from the County are on hand from the Sheriff's Office, County Attorney's office, Soil and Water District, the Metropolitan Council and others. There was discussion on funding alternatives for 911 in rural areas. Budgeting for deputies on rural patrol is tight. One deputy on staff is covered by a grant which runs out next year.

Anderson reported on Minnesota Association of Townships (MAT) Training in Rochester was attended by Anderson, Rowan, Roehl and Peterson. A refresher on information is always helpful. Separate offerings were made for Supervisors and Clerk/Treasurer positions.

Greg Langer reported on the April 12 meeting of the North Cannon Watershed Management Organization held at the Castle Rock Town Hall. He made available for distribution the materials from this meeting. Their meetings are open to the public and their website is very informative. He noted that all townships have paid their annual dues except for Greenvale. Dilley reported our check was returned because of an incorrect address. Our records still reflect the name and address of the prior treasurer.

Next on the agenda were the items to be addressed related to reorganization. Because of the amount of items still be covered, Anderson suggested the meeting be recessed and reconvened. Following discussion, Anderson made a motion to recess and reconvene the meeting at 7:00pm Monday April 24. Rowan seconded. Motion carried 3 – 0.

The Board will reconvene on Monday April 24. Claim and payroll checks were signed as were the annexation agreements and the contract for the planner.

The Board meeting reconvened at 7:00pm on Monday April 24, 2023 to address reorganization items. After the Pledge of Allegiance was recited, Anderson said there would be no public comments for this reconvened meeting. Please hold your comments until the next Board meeting. He also requested that the audience silence any electronic devices. Anderson read a statement that the board liaison positions would reflect a 2 year rotation and that members of the public may be appointed to various Committees.

Chairman – Board of Supervisors: Roehl made a motion for Anderson to serve as Chair, Anderson seconded. Motion carried 3 – 0.

Vice Chairman – Board of Supervisors: Anderson made a motion for Rowan to serve as Vice Chair, Roehl seconded. Motion carried 3 – 0.

Liaisons: The first three liaison positions were voted on as if they were one motion.

- Roads: Anderson made a motion for Anderson to serve as the road liaison, seconded by Roehl. Roehl asked if Rowan will complete the Isle Ave bridge project.
- Planning Commission: Anderson made a motion for Rowan to serve as the Planning Commission liaison.
- Building/Grounds: Anderson made a motion for Roehl to serve as the liaison for Building/Grounds with Eric Christianson.

Roehl seconded the motion for the above three liaison positions. Motion(s) carried 2 – 1, with Rowan voting no.

- Fire Department: Anderson made a motion to have Rowan serve as the liaison to the Fire Department. Rowan seconded. Motion carried 3 – 0.

Road Supervisor: defer action on this.

Zoning Administrator: Previous Board action named the Town Clerk as the Zoning Administrator. No action needed at this time.

Web Administrator/Technology Manager: Anderson made a motion for Jessica Bodnar to take this new role. Rowan seconded. Motion carried 3 – 0.

Data Requests designee: Anderson made a motion for the Town Clerk to fill this role. Rowan seconded. Motion carried 3 – 0. Anderson read the following statement regarding the township's Data Requests: *I am addressing the citizen's comment from Wendy Bolton made at the April 20, 2023 Board Meeting as it relates to data requests. Wendy said she would have to pay monies to the Clerk because Wendy's request was "extra work" and the Clerk needs to stay at the town hall while Wendy looks over records. The Clerk ran, fought for and won the office – now it seems she doesn't want to do the work.*

The Clerk was following the procedure set up by the Board. She does not have authority to deviate from it. The following is an excerpt from the March 16, 2023 Board of Supervisors meeting minutes:

Data Requests: We are getting an increase in the number of data requests. As a small size township, we are not required to follow the Data Practices Act even though we are in the seven county Metro area. However, we do want to provide citizens with the information they request. Requests need to be made in writing. Minimum fee is \$25 plus \$.25 per page for copies. Any time spent in excess of an hour would be charged \$25/hr. An estimate will be provided before any work begins. Rowan made a motion, Anderson seconded. Motion carried 3 – 0.

This procedure applies to all citizens and all requests to look at township records and requests to gather specific information to be gathered. As we gain more experience with this procedure, the Town Board will draft a Policy to be placed on the website.

Anderson asked if the Clerk had anything to add to this. Clerk reported that in going through the boxes of materials returned to the township from Linus Langer's home and materials found in the office, we have located a printed copy of an email dated August 6, 2019 from Bob Ruppe of Couri & Ruppe to Linus Langer with a cc: to Greg Langer. The email states that Greenvale Township is not subject to the Data Practices Act. Ruppe summarized the Data Practices Act applies to government entities in the metro area under the jurisdiction of the Metropolitan Council and which exercise urban powers. Although Greenvale Township is part of the metro area, the township is not authorized to exercise urban powers, and therefore, Greenvale Township is not subject to the Data Practices Act. Clerk also located a handwritten note to Linus Langer dated July 17, 2019, and although not signed, the handwriting appears to be Greg Langer's. "Ask Steve Fenske...charge for research and printing? Help – Deputy Clerk or temp agency help. Time to deliver – 90 days or like period? Deal with like and repeat requests? "They" might do this every month. Done to overwhelm the Clerk and Board?" The Clerk concludes it is a positive thing the Board has addressed this and defined the parameters of the basis via which we will respond to requests for information.

Authorize Deputy Clerk and Deputy Treasurer pay: Anderson made a motion that any deputy clerk or deputy treasurer are eligible to receive pay. Roehl seconded. Motion carried 3 – 0.

Township Attorneys: primary and secondary: Anderson made a motion for Couri & Ruppe, PLLP continue as our primary township attorney and Ryan Blumhoefer of Schmitz Ophaug, LLP continue as our secondary township attorney. Rowan seconded. Motion carried 3 – 0.

Planner: Anderson made a motion for Bolton & Menk to serve as the township’s planner. Roehl seconded. Motion carried 3 – 0.

Building Inspector: MNSpect is the township’s building inspector, under a contract that expires December 31, 2023. No action to take at this time but should be addressed in the fall of 2023.

Septic Inspector: Anderson made a motion for Darrel Gilmer to continue as the township’s septic inspector. Roehl seconded. Motion carried 3 – 0.

Representatives:

- Northfield Fire and Rescue: Anderson made a motion to have Dean Odette serve as our representative with Northfield Fire and Rescue, with Tom Sorem serve as an alternate. Roehl seconded. Motion carried 3 – 0.
- North Cannon River Watershed Management Organization: Anderson made a motion for Wayne Peterson to serve as our NCRWMO representative, with Tom Wirtzfeld as secondary. Roehl seconded. Motion carried 2 – 1, with Rowan voting no.

Posting Location for Meetings: Anderson made a motion for the official posting location be the message board outside the town hall. Rowan seconded. Motion carried 3 – 0.

Legal Notice Publication: Anderson made a motion to have Northfield News be the publisher of legal notices. Roehl seconded. Motion carried 3 – 0.

2023 Meeting Schedule: Anderson made a motion to continue with Planning Commission meetings held on the second Thursday of the month at 7:00 and the Board of Supervisors meetings held on the third Thursday of the month also at 7:00. Rowan seconded. Motion carried 3 – 0. *Note: a meeting schedule was adopted in late 2022. The September 2023 Board of Supervisors meeting will be held on Wednesday September 20 due to a scheduling conflict with the Dakota County Township Officers Fall Meeting being held on Thursday September 21, 2023. This is noted on the township website.*

2023 Polling Place: The polling place for Greenvale Township is the Town Hall. *Note: MN State §204B.16 requires that a municipality designate by ordinance or resolution a polling place by December 31 for the following year. The Township took this action via resolution in late 2022 for 2023. The Township will also make a designation by resolution for 2024 in late 2023.*

Banking Partners: Anderson made a motion to confirm our banking partners as Castle Rock Bank, Community Resource Bank and the 4M Fund. Rowan seconded. Motion carried 3 – 0.

Compensation Rates

Supervisors: \$100 per meeting; \$200 half day training event; \$400 full day training event. Motion made by Anderson, seconded by Roehl. Motion carried 3 – 0.

Treasurer: \$100 per meeting; \$25/hour. Motion made by Anderson, seconded by Rowan. Motion carried 3 – 0.

Clerk: \$1,500 quarterly; \$100 per Special Board meeting, Special Planning Commission meeting or Public Hearing meeting; \$50 per regular Planning Commission meeting; \$25/hr for extra hours. (Regular Board meetings are included in the quarterly s Motion made by Anderson, seconded by Roehl. Motion carried 3 – 0.

Web Administrator: \$25/hr. Motion made by Anderson, seconded by Roehl. Motion carried 3 – 0.

Deputy Clerk: \$25/hr. Motion made by Anderson, seconded by Roehl. Motion carried 3 – 0.

Deputy Treasurer: \$25/hr. Motion made by Anderson, seconded by Rowan. Motion carried 3 – 0.

Road Superintendent: \$100 per Board meeting attended; mileage reimbursement; and \$25/hr. Motion made by Anderson, seconded by Rowan. Motion carried 3 – 0.

Planning Commission Chair: \$75 per meeting; \$25/hr. Motion made by Anderson, seconded by Roehl. Motion carried 3 – 0.

Planning Commission members: \$50 per meeting. Motion made by Anderson, seconded by Roehl. Motion carried 3 – 0.

Head Election Judges: \$25/hr; **Election Judges:** \$20/hr. Motion made by Rowan, seconded by Anderson. Motion carried 3 – 0.

Future discussion:

- Change pay claim form to a meeting attendance roster? Change frequency of pay to quarterly?
- Expense Reimbursement – attach receipts.
- Mileage: IRS guideline for mileage expenses for business - \$.655/mile as of January 1, 2023. When is mileage paid, when is it not?

Clerk will draft a Compensation Policy for the next Board meeting.

Future Board Considerations:

- Administrative Policy
- Complaint Policy
- Records Retention Schedule

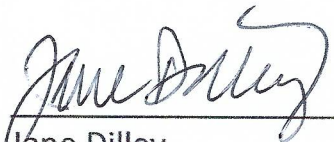
Rowan shared a quote from Valley Blacktopping to do the front part of the parking lot. Quote is \$9,120 for 24' x 100' or 2,400 SF. Defer to the next Board meeting.

Rowan requested meeting agendas be distributed on the Monday prior to the meeting. Anderson and Dilley will work on this. Anderson said he typically waited until after the previous week's PC meeting to work on the agenda.

Peterson presented two checks to be voided. Checks #8152 and #8153 were voided relating to PERA. Motion was made by Rowan to approve the voided checks, seconded by Anderson. Motion carried 3 – 0. An additional claim was necessary to reimburse Dilley for PERA deductions as she is not participating in the program. Motion made by Rowan, seconded by Anderson. Motion carried 3 – 0.

Anderson made a motion to adjourn the meeting. Rowan seconded. Motion carried 3 – 0.

Submitted:



Jane Dilley
Town Clerk

Approved:



Charles Anderson, Chairman
Board of Supervisors