

**Greenvale Township
Board of Supervisors Meeting Minutes
Thursday, June 15, 2023**

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

Others Present: Andy Anderson, Gregory Langer, Mary Collins, Perry Collins, Ken Malecha, Bernie Budin, Bruce Paulson, Terry Mulligan, Dean Odette, Jack Gust, Scott Norkunas, Tom Wirtzfeld, Wendy Bolton, James and Carol Null, Mark Malecha, Linda Wasner

Opening of the Meeting:

Anderson made an announcement that Tony Rowan may not be present or will be late to the meeting due to wife being in a car accident.

Approve Agenda: Anderson moved to approve the agenda. Roehl seconded. Motion carried 2 – 0.

Tony Rowan joined the meeting.

Minutes: The May 18, 2023 minutes were reviewed. Anderson made a motion to approve. Roehl seconded. Motion carried 3 – 0.

Guests: A representative from the sheriff's office was present at the meeting. They stopped by to let us know that with all the road construction going on they were making their presence known.

Citizens comments:

Greg Langer asked about the road improvement committee being called road committee if they are two different ones, renamed or just a type-o. Anderson replied type-o. Langer also asked if the annual reports given to the citizens of the township

at the annual meeting for the road work done that year could be returned to the resource table.

Clerk's Report: Dilley commented that the board member new chairs would be here tomorrow. Dilley asked the crowd if they could stack some chairs at the meeting for room to assemble the new ones. Dilley mentioned that the chairs bought only had adjustable seats and not arms as they cost more than \$300.00.

Dilley spoke with regard to the audit; she heard from Melanie Schmitt and received a draft of an RFP for financials only. Dilley will contact Schmitt to discuss procedures and will have at the next meeting.

A compensation draft policy was sent to the board and available for others in the public viewing packet. Clerk Dilley will go to Minnesota Association of Townships (MAT) to get information on how to bring this forward. This is to propose that the PC and board members no longer fill out individual pay claim forms at each meeting. This would switch us to a roster method to better track payments and eliminate extra paperwork. Anderson made a motion to move forward with the compensation policy. Rowan seconded. Motion carried 3-0.

Dakota county is changing how we have access to our living payment information. We need to become part of a Microsoft Team. The form is completed for clerk Dilley and treasurer Peterson to have access to it. Chairman Anderson needs to sign it.

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

checking account

May 1, 2023 beginning balance	\$ 72,221.82
deposits	\$ 24,369.47
checks cleared	\$ (76,034.55)
May 31, 2023 ending balance	<u>\$ 20,556.74</u>
less: outstanding checks	\$ (8,426.07)
plus: deposits in transit	<u>\$ 5,790.91</u>
reconciled May 31, 2023 balance	<u><u>\$ 17,921.58</u></u>

savings account Castle Rock Bank	\$ 231,908.31
CDs Community Resource Bank	\$ 55,221.54
Grand Total	<u><u>\$ 305,051.43</u></u>

Anderson made a motion to approve treasurers report. Roehl seconded. Motion carried 3-0.

Anderson made a motion to pay the claims. Rowan seconded. Motion carried 3-0.

Road Committee: There was a meeting on the 6th with Dakota county on several of the roads. (County rd. 86, 96, 90 and Cedar Avenue extension). Chairman Anderson would like to put a task force together for County Road 90. He suggested that Roehl head the task force being that Anderson lives on that road, along with a couple road committee members and 1-2 township citizens. Dean Odette and Jack Gust have started some work on it already. Anderson made a motion to start the task force, give Roehl and the task force authorization to talk to the township attorney, Todd Howard, Georg Fischer and Mike Slavik. Roehl seconded. Motion carried 3-0.

Anderson met with Todd Howard on June 7 at the town hall to travel 320th, 290th & Eveleth to look at them. Chloride was put down on 290th & Garrett. Looked at two culverts at the end of Garrett & 290th. One is partially collapsing and the other one is half full. Anderson checked with Dakota County and there will be no help from them. The township will have to replace them after county road 86 is finished.

Since last month we've only graded 290th & Garrett. Had to use the water truck so the county could put down chloride. Graded on the 8th and chloride put down on the 9th.

A culvert was replaced on 315th. After it rains to settle it, more gravel will be added, and it will also be seeded. A tree went down on 305th which was called in by a resident. Anderson went with his own loader on a Saturday afternoon and took care

of it. Roehl questioned the tree clean up. Anderson responded he has a wood boiler and he and a couple of his guys would clean it up.

Road committee member suggested keeping TJ Grossman on as road maintenance contractor as his numbers looked good. Rowan questioned if the township could do a 2-year contract instead of 1 year. The board will look at the rules of what is allowed with quotes vs bids and asked Peterson to look back at the last 2 years of expenses paid to Grossman for grading roads. Anderson made a motion to keep Grossman Companies on as road maintenance. Roehl seconded. Motion carried 3-0. Dilley was asked to notify TJ Grossman.

Board will discuss with road committee to put one person in charge in case Anderson is incapacitated.

Planning Commission:

Ken Malecha reported on the June 8th Planning Commission (PC) meeting. Victor Volkert was absent.

Dr. Paul Weitz, DVM approached the committee about setting up veterinarian clinic in the township with an opinion letter from Bolton & Menk by the planner. The PC passed a 4-0 vote to recommend the board look at authorizing the request and getting a letter to Dr. Weitz letting him know a clinic is allowable per current township zoning. Anderson made a motion to allow Dr. Paul Weitz request. Rowan seconded. Motion carried 3-0.

The PC reviewed two applications under the Nonconforming Land Use Ordinance.

1. The application from Adam and Joy Royle was reviewed. The business is trucking, equipment repair, fabrication, machining, welding, excavating, soil screening and custom framing on PID 16-01900-50-012. The PC recommended approval of this request with a 4 – 0 vote. Rowan moved to approve; Anderson seconded. Motion carried 3 – 0.
2. The application from Mark & LuAnn Malecha and Eric Malecha. There are two PIDs listed in use for the business: 16-01700-26-010 and 16-01700-27-010. The business is land application of residual byproduct, spreading and storage. The PC recommended approval of

this request with a 5 – 0 vote. Rowan made a motion to approve this application; Anderson seconded. Motion carried 3 – 0.

Only one more safe harbor application to review in July. The deadline for safe harbor applications has come and gone. Malecha commended the 30+ businesses that put in applications and that they were very well put together.

Scott Norkunas made the report on 39 businesses with 166 full-time employees and 72 part time employees, so that's 238 people that have been affected by this process not including spouses, children, and families. He personally thanked Tony, David, and Charlie on behalf of the Planning Commission and from himself personally for what they did for the businesses.

There was a discussion with the planner about ordinance update. In the next month we will have teams of 2 PC members go through the ordinance manual to work it back into the comp plan and continue into July. In August have community meetings and get that into draft by September. October – public hearings and finalization and to have it done by the end of the year in which the grant calls for.

Building/Grounds: Roehl reported cleanup day is set up for July 15th. Clerk Dilley will put paperwork on the website. We are still looking for volunteers. Application to volunteer is on the website. The parking lot signs will be put up and will call in for locates.

Old Business: Eric Christianson talked about the emails are in the phase of working out issues before being put out live to the public. He also addressed the GO-TO meeting license renewal comes up on July 28th and we have two licenses and only need one. Anderson made a motion for Eric Christianson and Clerk Dilley to renew licensing. Rowan seconded. Motion carried 3-0.

Clerk Dilley put together a complaint policy procedure. Rowan questioned if there is need to wait until ordinance changes are done. Anderson commented that we need something in place and can always change it and make this the interim until

ordinances are updated. Anderson made a motion that the draft policy for complaints for Greenvale Township be followed in the interim until ordinances are done, then we can revisit the complaint policy. Rowan seconded. Motion carried 3-0.

There was a designation in the event of a complaint to have one supervisor and one PC member investigate. Motion made by Anderson. Rowan seconded. Motion carried 3-0.

Anderson motioned to add section 4 paragraph 4 to the previous motion. Rowan seconded. Motion carried 3-0.

Anderson made a motion to publish complaint policy and draft complaint form on the township website. Rowan seconded. Motion carried 3-0.

TK Properties has signed an extension until August 21st.

New Business:

Committee reports: Picnic committee – A text from Jen Welbaum, date selected for the picnic is Saturday September 23rd. Volunteers can contact Jen. Dilley requested permission to post on the township website. Anderson made a motion to add date and time for the picnic on website. Roehl seconded. Motion carried 3-0.

Broadband application was put on the website for people to apply saying they are interested in fiber optic broadband. The more interest that is shown in this the more likely we are to get a grant.

A meeting will be held on June 27th with board members, Dakota County commissioners and the sheriff's office about the money they are short to hire more deputies. Townships may be charged for this in the future but not at this time. It would give townships time to levy it.

A notice was sent regarding the holding tank that needs to be pumped. It was commented on that it was pumped earlier this year. Documentation needed to be given to the county to update the record. The last record they have it being done was in 2020. Clerk Dilley and Erik Christianson will work on this together.

Tony Rowan will be gone next Board meeting Thursday July 20th. A zoom meeting will be attempted. The township will need to publish Tony's location to meet Open Meeting Laws.

Chairman Anderson made a motion to adjourn meeting. Roehl seconded. Motion carried 3-0.

Submitted:

A handwritten signature in blue ink that reads "Jane Dilley". The signature is written over a horizontal line.

Jane Dilley
Town Clerk

Approved:

A handwritten signature in blue ink that reads "Charles Anderson". The signature is written over a horizontal line.

Charles Anderson, Chairman
Board of Supervisors