

**SALEM TOWN BOARD MEETING**  
**www.salemmn.com**  
**April 3, 2024**

Members Present:     Brian Connelly             Drew Moessner  
                              Diana Connelly             Sonya Mansfield  
                              Rick Lutzi                 Sharon Petersen

The meeting was called to order at 7:23pm by Brian Connelly with the pledge of allegiance.

Drew Moessner made a motion to approve the agenda. Rick Lutzi seconded the motion. The motion passed unanimously.

The claims presented for payment tonight are as follows:

- Claim No. 11687 to 11704
- Payroll Checks 11553 to 11571
- The total for claims presented tonight is \$15,898.47

Rick Lutzi made a motion to approve the claims as presented. Drew Moessner seconded the motion. The motion passed unanimously.

The mail was reviewed.

**SECRETARY’S REPORT**

Drew Moessner made a motion to approve the secretary minutes as presented. Rick Lutzi seconded the motion. The motion passed unanimously.

Drew Moessner made a motion to approve the Board of Canvas meeting minutes. Rick Lutzi seconded the motion. The motion passed unanimously.

Rick Lutzi made a motion to approve the Special meeting minutes. Drew Moessner seconded the motion. The motion passed unanimously.

**TREASURER’S REPORT**

Diana Connelly read the treasurer’s report:

Beginning Balance	\$375,282.08
Total Receipts	\$ 464.63
Total Disbursed	\$ 6,939.72
Ending Balance	\$368,806.99
Outstanding Balance	\$ 883.50
Total Per Bank Statement	\$369,690.49

**Certificates of Deposit**

70945	2.000%	\$122,625.00
70946	1.500%	\$ 25,660.09
71232	4.050%	\$152,565.58
71233	4.050%	\$ 51,717.15
71266	4.500%	\$102,268.49
71267	4.500%	\$150,846.03
71321	5.250%	\$ 26,011.87
Total		\$631,694.21

Diana Connelly reported CD 71266 and CD 71267 maturity date is 4/25/2024. Rick Lutzi made a motion to have Diana Connelly re-invest the two CD's with a length and interest rate which is the best. Drew Moessner seconded the motion. The motion passed unanimously.

Rick Lutzi made a motion to approve the treasurers report. Drew Moessner seconded the motion. Motion passed unanimously.

#### **OLMSTED COUNTY SHERIFF**

Deputy Zach Wagner did not attend.

#### **OLD BUSINESS**

##### **TCPA MEETING**

Rick Lutzi attended the TCPA March meeting, Flood Plain is not complete, eight weeks needed for approval. CMS has changed hands; the inspections are not being recorded correctly and CMS states they lost approximately \$50,000 in 2023. Ethan Kaske of TCPA will be tracking inspections to determine issues and cost for six months. The year-to-date revenue was a deficient of \$3193.45, net year to date was \$4269.02. There are three employees on salary. Reviewing the TCPA by-laws, due to Oronoco having a representative from the township attend the meeting, the by-laws state an elected representative from the township can attend the meetings for the Township. CMS/WSE new pricing model option #1 was chosen.

Rick Lutzi will attend the April TCPA meeting.

##### **ROADS**

CLERK'S REPORT – No Report.

Drew Moessner is on Roads for April.

##### **NUISANCE ORDINANCE**

Discussed Nuisance Ordinance in comparison to Couri & Ruppe recommendation. Brian Connelly will work with the attorney to prepare a version for the May meeting.

##### **WINDCREST FARMS, Joshua Zimmerman, Section 34**

Brian Connelly discussed the plans for the roads for Windcrest Farms. The route plan is to go west on 55<sup>th</sup> Street, south on 90<sup>th</sup> Avenue, and west on 60<sup>th</sup> Street to County Road 3. The Township will be rocking all three of these roads and will need to get half of the rock on the roads for construction to begin in April. Rick Lutzi talked to Todd Bucknell, and he suggests grading the roads and then putting down rock.

#### **NEW BUSINESS**

##### **CUP VIOLATION**

Byrce and Brenda DeCook, CUP violations with three business renting buildings on property; the businesses are: Snow Contracting, Hawkeye Services and Evan Koehler. The leasing of the buildings even for storage are in violation due to not being of agricultural or sand pit use. Evan Koehler is moving to his own business and will be out of the building by the end of April. Hawkeye Services is not operating a business or having employees coming to the building and are not paying rent; the business is parking trucks at the building and Eric DeCook is using the trucks to haul dirt. Eric DeCook had asked the business to move the trailers, and Hawkeye Services has completed. Bryce and Brenda DeCook requested for the residents to be neighborly and if there are issues with their property to talk to them first instead of sending accusations to the Town Board. Byrce DeCook discussed the Flood Study in reference to the CUP and a building on his property; no timeline has been established by the DNR to have a homestead. Drew Moessner stated a metes and bounds split for a two-acre portion of the CUP property which has

been reclaimed could be split off with the building and an IUP could be used for the Snow Contracting business. Will put DeCook’s on the agenda for an update in June.

**MN SALES TAX**

We are not charging sales tax for culverts within the Township Right-of-way. Fire signs will not be charged sales tax for replacement signs. Fire Signs are optional to property owners. Mowing, spraying, brush mowing, or maintenance in the Right of Way is not taxable.

**CHLORIDE**

Price per gallon is \$1.15 for chloride cost would be \$155.25 for 300 feet with a 12-foot boom. Drew Moessner made a motion for the cost of chloride to be \$100.00 for 300 feet for residents, and for additional chloride beyond 300 feet the cost will be \$60.00 per 100 feet, and for residents on 63<sup>rd</sup> Avenue cost will be \$45.00 per household. Rick Lutzi seconded the motion. The motion passed unanimously.

Mail postcards for chloride by April 19, 2024. Payment due May 10, 2024. Mailing label should state Current Resident. Flags for marking are at the Town Hall.

**2024-2025 VENDOR CONTRACTS**

Need four contracts from Bruce Bucknell Construction, DeCook Landscaping, Farmer’s Top Soil and Orth Farms. Sonya Mansfield will send a request for quote to Clint Larsen for secondary contractor for snow plowing to replace S&B Services.

**AFFORDABLE PORTABLES**

Price increase from \$62.00 per month to \$70.00 per month and winterize fee will be an additional \$28.00.

**SPRING ROAD INSPECTIONS**

Road inspection was held on April 2, roads are flat with no crown. Roads with corners cut low at 60<sup>th</sup> Street and 90<sup>th</sup> Avenue, and 50<sup>th</sup> Street near Rud’s. Discussed the roads which need rock in 300 tons for Dead End Roads and 400 tons for throughfare roads. The Supervisors will review additional roads which may need rock, verify the calculations, and update the rock map. Approximately 11 miles at 400 tons and 9 miles at 300 tons for approximately 20 miles of township roads to be rocked.

Brian Connelly made a motion to have 300 tons and 400 tons to be used to calculate quantities for road rock and 200 tons in two lifts for Windcrest Farms. Drew Moessner seconded the motion. The motion passed unanimously.

Street sign down on Dodge County corner 120<sup>th</sup> and 60<sup>th</sup> Street. The sign is pulled out and laying in the ditch. Have the sign re-installed on the Olmsted County side.

Right of Way Needs: Propose to ditch clean the 35<sup>th</sup> Street ditch near Gene Hart property along with removing the trees. The ditch on 95<sup>th</sup> Avenue south of 35<sup>th</sup> Street tree trimming. Tree trimming needs to be done on 110<sup>th</sup> Avenue from bridge to quarter mile south.

**DRIVEWAY ACCESS PERMIT**

Jon and Deanna Jestus should request a driveway permit from Salem Township and not Olmsted County. The driveway on County Road 5 will be removed during the construction project. The new driveway will be on Frontier Road. The County will refund the funds paid, Salem Township will waive the fee and the Olmsted County will construct the new driveway.

**PLANNING AND ZONING**

Place this item on the agenda for June to discuss. TCPA recommended the Town Board contact our Engineer to complete the calculations for open acres of the Builders Sand pit to update bond amount by 2025.

Discuss the appointment of alternate and full-time Board members in May.

Review the Bond Report and letters of credit. Post a copy at the Town Hall.

#### 2024 LEVY FORMS AND MAT OFFICER INFORMATION

Brian Connelly made a motion to authorize Sonya Mansfield to fill out and submit Levy Forms for Olmsted County. The motion was seconded by Rick Lutzi. The motion passed unanimously.

Brian Connelly made a motion to authorize Sonya Mansfield to update the MAT Officer information and mail. Rick Lutzi seconded the motion. The motion passed unanimously.

#### CORNAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Sonya Mansfield and Diana Connelly will take care of the filing.

#### BOARD OF APPEAL AND EQUALIZATION

Meeting will be on April 10, 2024, 4:00pm-4:30pm at the Salem Town Hall.

#### STATUS OF ITEMS DISCUSSED LAST MONTH

A representative from CMS reviewed the Town Hall and discussed the need of a beam needed for the middle wall if it is removed would need to go down to the footings in the basement. Windows replacement would be expensive, and the building will need new insulation. All electrical would need to be updated, an elevator would be very expensive. The cost estimate of \$800,000 plus is in the ballpark.

Rick Lutzi will be meeting with Key Builders for an estimate on remodeling or new construction of a Town Hall.

Township hours will be set by Sonya Mansfield and Diana Connelly for April and May. Send email about Town Hall dates on chloride post cards.

#### ITEMS BROUGHT FORWARD BY BOARD MEMBERS

Sharon Petersen – Would like to rent tables and chairs for graduation. April 6, 2024, secret open house for Janet Hoffman. Need to have a plan to address late chloride residents and cash payments.

Sonya Manfield – Nothing.

Brian Connelly – Nothing.

Drew Moessner – We need to address the multiple occupancy of dwellings on property.

Rick Lutzi – Benefit for Greg Rud is in May.

Diana Connelly – Updated the website and will be working on website design. Notice of chloride post cards will be forthcoming will be added to the website.

#### CITIZEN COMMENT

Eric DeCook asked about the Town Hall Project and what information was discussed at the Annual Meeting.

Drew Moessner made a motion to adjourn the meeting at 10:38pm. Rick Lutzi seconded the motion. The motion passed unanimously.

Respectfully submitted,

Brian Connelly  
Chairman

Sonya Mansfield  
Clerk