

SALEM TOWN BOARD MEETING

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December 4, 2024

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

The meeting was called to order at 7:18pm by Brian Connelly with the pledge of allegiance.

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

The claims presented for payment tonight are as follows:

Claim No. 11794 to 11799 and 11900 to 11908

Debit Card Disbursements

The total for claims presented: \$41,176.52

Payroll Checks 11829 to 11853

The total for payroll presented: \$6,271.56

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

The mail was reviewed.

SECRETARY'S REPORT

Drew Moessner made a motion to approve the minutes of November 6, 2024, Town Board meeting. Brian Connelly seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

Diana Connelly read the treasurer's report:

Beginning Balance		\$462,468.73
Total Receipts		\$ 4988.24
Total Disbursed		\$ 20,393.83
Ending Balance		\$447,058.14
Outstanding Balance		\$ 0.00
Total Per Bank Statement		\$ 447,058.14

Certificates of Deposit

71232	4.750%	\$158,048.48
71233	4.750%	\$ 53,575.76
71266	4.750%	\$104,640.56
71267	4.750%	\$154,344.83
71321	5.250%	\$ 27,369.79
71522	4.700%	\$ 25,856.26
Total		\$523,835.68

CD's renewed in November were renewed as 9-month CD's; the 9-month CD rate was a better rate at 4.25% than the 12 month rate of 3.00%

Brian Connelly made a motion to approve the treasurer's report as presented. Drew Moessner seconded the motion. The motion passed unanimously.

OLMSTED COUNTY SHERIFF

Zach Wagner did not attend.

OLD BUSINESS**TCPA MEETING**

Brian Connelly reported on the November meeting. The negative revenue issue continues, most of this is due to the staff of three employees. TCPA needs three employees to operate, however this is not sustainable with the negative revenue each month. Staff will proceed with two employees after David Meir retirement on December 21, 2024, and then adjust the fee schedule to sustain a third employee. The discussion for having three Townships joining TCPA may impact the finances and staff. When Mr. Meir is off the payroll in January, the outlook of revenue and workload will give a better picture of the finances. Possibly some of the revenue issues could be when CMS pays TCPA. Cannabis Ordinance for Townships was discussed, Ordinance would need to be in place by March 1, 2025. Olmsted County Cannabis Ordinance is complete.

Rick Lutzi will attend the December meeting.

CLERK'S REPORT

No report.

ROADS

Hildebrandt Services – 40th Street (East) tree and brush removal. Drew Moessner is coordinating this project with residents on this roadway. The project is complete. Hildebrandt Services has one more tree which could be removed. Brian Connelly made a motion to have Hildebrandt Services remove the tree as noted to Drew Moessner. Rick Lutzi seconded the motion. The motion passed unanimously.

Clint Larsen – 35th Street West of County Road 3, Rick Lutzi is coordinating this project. The project is complete.

Todd Bucknell has completed placing two aprons on two culverts on 90th Avenue.

Drew Moessner reported Olmsted County graded the 35th Street and 120th Avenue (10th Street to HWY 14).

Culvert on Terry Court is plugged, as well as culvert on 35th Street (under Terri Court-East/West flow). Drew Moessner looked at Mark Brodhun's driveway culvert; driveway culvert can be replaced, but the property owner would pay for the aprons. Some culverts on Terri Court are concrete culverts. Plan for next spring would be to dig down to the bottom of the culvert to make sure it is good and if it is good then have it jet cleaned.

Rick Lutzi reported for next year a culvert near 60th Street west of County Road 3, (110th back, north side of road) the ditch is higher than the field.

Todd Bucknell is hiring an employee (Jared Peterson) to assist with winter snow plowing, as Mr. Bucknell has snowplow trucks and will not be snowplowing with graders.

Rick Lutzi will call Rochester Township to inquire about salt. Todd Bucknell will check to see how much material at Eric DeCook's.

Rick Lutzi will be on Roads for December.

NUISANCE ORDINANCE

Brian Connelly will continue to work on recommendations from the attorney to prepare a version for the next meeting.

2024-2025 VENDOR CONTRACTS

Remove from future agendas.

PLANNING AND ZONING

Drew Moessner is working to obtain calculations for open acres to update bond amount.

Bond Report – No updates. All Bonds are current.

Need to find a full-time member to serve on P&Z board as well as alternates for P&Z and Board of Adjustment.

Rick Lutzi reported on the P&Z meeting. The P&Z Board reviewed Conditional Use Permits. Discussed DeCook Landscaping/Plant Shack signage. Discussed Daniel DeCook hauling in fill for slope along pit. Brian Connelly will call and talk to Phil Bateman to discuss no show for CUP Review.

Drew Moessner reported the CUP open acres information was sent to GGG Engineering. To have more accurate data for calculations, GGG would need to survey. A recommendation to use aerial photos, GIS or most current imagery to calculate open acres.

NEW BUSINESS**WHITE CAP ACCOUNT**

Diana Connelly and Sonya Mansfield set up a credit account to buy products for Township projects and eliminate the debit card process with the bank maximum funds allowed and contacting the bank for authorization of charges.

PEOPLE'S CO-OP

Look into paying the electric bill online with the debit card. Rick Lutzi made a motion to pay the electric bill online. Drew Moessner seconded the motion. The motion passed unanimously.

OLMSTED COUNTY LAND USE AMENDMENT

Discussion on proposed Olmsted County Land Use Ordinance Amendment and upcoming meetings on December 11, 2024. Drew Moessner will attend the meeting.

RESOLUTION 2025-1 TOWN BOARD MEETING DATES

Brian Connelly made a motion to approve the Town Board Meeting dates with modifications. Rick Lutzi seconded the motion. The motion passed unanimously.

RESOLUTION 2025-2 SCHEDULE OF REGULAR MEETINGS FOR SALEM TOWNSHIP

Drew Moessner made a motion to approve the Schedule of Regular Meetings for Salem Township with the addition of OCTOA (Olmsted County Township Officer Association) meeting. Rick Lutzi seconded the motion. The motion passed unanimously.

REVIEW RESOLUTION 2025-3, ADMINISTRATIVE POLICY

The Board reviewed the Resolution for approval in January 2025.

REVIEW RESOLUTION 2025-4, COMPENSATION AND REIMBURSEMENT OF TOWN OFFICERS

The Board reviewed the Resolution for approval in January 2025.

2025 CITY OF BYRON FIRE/FIRST RESPONDER CONTRACT

The Board reviewed the Contract. Rick Lutzi made a motion to approve the contract with the revision to the date. Brian Connelly seconded the motion. The motion passed unanimously.

REVIEW POLLING HOURS FOR TOWNSHIP ELECTIONS

Drew Moessner made a motion to have polling hours from 4:00pm to 8:00pm and the Annual Meeting will be held after 8:15pm. Brian Connelly seconded the motion. The motion carried unanimously.

APPROVE FILING PERIOD PUBLICATION AND POSTING NOTICE

Brian Connelly made a motion to approve the Legal Notice for filing period for Township Elected Official filing. Drew Moessner seconded the motion. The motion passed unanimously.

OCTOA MEETING

A meeting was held on November 26, 2024, at Olmsted County Public Works. A reminder was presented to attend the MATS Day at the Capital. Items to discuss with Legislatures were the increase of Transportation Funding for Townships, and Mental Health in the County. OCTOA will pay for a bus to take people to the State Capital for the day.

TOWNSHIP MAINTENANCE TOWN LINE ROAD AGREEMENT

Brian Connelly presented an Agreement for the Division of Maintenance Responsibilities for a Town Line Road for Canisteo Township of Dodge County. Discussed additions and corrections.

STATUS OF ITEMS DISCUSSED LAST MONTH

None.

ITEMS BROUGHT FORWARD BY BOARD MEMBERS

Diana Connelly – Going through Olmsted County Funding, updating webpage and setting office hours.

Sonya Mansfield – Nothing.

Brian Connelly – Working on Township line agreements with Canisteo. Prefers the Rochester agreement language. Will be reaching out to Kalmar for the signed copy.

Rick Lutzi – Nothing.

Drew Moessner – Town Hall status and moving forward. Tenants out of CUP Building.

CITIZEN COMMENT


None.

Rick Lutzi made a motion to adjourn the meeting at 11:05pm. Drew Moessner seconded the motion. The motion passed unanimously.

Respectfully submitted,



Brian Connelly
Chairman



Sonya Mansfield
Clerk