

SALEM TOWN BOARD MEETING
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February 7, 2024

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

Members Absent:

The meeting was called to order at 7:06 pm by Drew Moessner with the pledge of allegiance.

Brian Connelly 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. 11656 to 11671

Payroll Checks 11528 to 11541

Voided Check #'s: 11533, 11535, 11537, 11538 (Due to printing error)

The total for claims presented tonight is \$13,733.71

Brian Connelly 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

Brian Connelly made corrections to the January minutes to change the Board of Canvas to March 13, 2024 and delete the word gravel from the Willow Run allocation. Rick Lutzi made a motion to approve the secretary minutes as corrected. Brian Connelly seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

Diana Connelly read the treasurer's report:

Beginning Balance	\$364,945.91
Total Receipts	\$ 2,375.83
Total Disbursed	\$ 15,982.56
Ending Balance	\$365,262.89

Certificates of Deposit

70945	2.000%	\$121,401.01
70946	1.500%	\$ 25,467.51
71232	4.050%	\$151,042.74
71233	4.050%	\$ 51,200.93

71266	4.500%	\$100,000.00
71267	4.500%	\$147,500.00
71321	5.250%	\$ 26,011.87
Total		\$622,624.06

Diana Connelly notified the Board of two CD's which will mature in February. Diana Connelly will make a report on the earnings of the CD's. Brian Connelly made a motion to have the Treasurer invest CD 71267 Firehall funds into a 9-month CD and CD 70946 Round & Bridge be re-invested into a best rate for up to two years. Drew Moessner second the motion. The motion passed unanimously.

Brian Connelly made a motion to approve the treasures report. Rick Lutzi seconded the motion. Motion passed unanimously.

OLMSTED COUNTY SHERIFF

Deputy Zach Wagner did not attend.

OLD BUSINESS

TCPA MEETING

Brian Connelly will attend the February Meeting.

ROADS

CLERK'S REPORT – No Report

Sharon Peterson reported to Drew Moessner, Evan Kahler excavating a possible pond, asphalt pavement being used as fill, and has been covered. Had mud and dirt onto the Township Road, no complaints.

Brian Connelly reported Scott Esser complaint about dirt tracked on the east end of Frontier Road. The road section is Kalmar Township portion of roadway between Younger Furniture and transfer station. Dirt and mud in the road from the farm fields. Brian Connelly will follow up with a reply email.

No grading of township roads this month.

Brian Connelly is on Roads for February.

NUISANCE ORDINANCE

Brian Connelly passed the ordinance onto Couri & Ruppe. The ordinance has been emailed to the Board members. Brian Connelly talked to Couri & Ruppe about the building funds information and process for conducting business for the potential construction of a new town hall.

NEW BUSINESS

Planning for Townhall building project. Consideration to have a date set for a public hearing to announce at the Annual Meeting. Need to have a separate public meeting for the proposed new town hall (per Couri & Ruppe). Kevin Wellik was in attendance of the meeting to look at existing building to develop an estimate for tearing down and disposal of existing townhall building. Brian Connelly reported on building a town hall on another parcel of land the township residents would need to approve (per Couri & Ruppe). If the building

remains on the current parcel of land no approval is needed. Need to verify KBS meets the requirements for designing and building a municipal building (per Couri & Ruppe). Rick Lutzi will verify with KBS design requirements (architect/codes). Rick Lutzi reported a representative from Hormel will meet with Town Board members in March to discuss the potential purchase of land at the Jennie-O turkey farm, north of current town hall. The existing town hall asbestos report is available for review. Need to address 2250-gallon septic holding tank with site construction. Need to incorporate a 20% overage to the estimate of the town hall protect (as per Couri & Ruppe).

PLANNING AND ZONING

Review Bond Report – Drew Moessner contacted TCPA to recalculate the pit surface-open water area for Builders Sand and Gravel for bond amount; the bond is due March 2024.

2024 TOWNSHIP ELECTIONS

Notice for Township Elections & Annual Meetings for Tuesday March 12, 2024. Brian Connelly made a motion to approve the notice as presented. Drew Moessner seconded the motion. The motion passed unanimously.

Currently the Township is short one election judge; need to be as close to equal as possible for judges to be Republican/Democratic. Sharon Petersen will continue looking to acquire one Democratic to be an election judge.

NEWSLETTER

The Town Board would like to have the notice of \$1500 of signs stolen in the past year. New PO Box has been acquired; this will be in the newsletter. Place information for vacancies to be filled on Planning & Zoning Board. Newsletter needs to be mailed out by March 1, 2024.

CORNAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Report is due April 2024.

QUOTES FOR PRODUCTS AND SERVICES 2024-2025

Approve Quotes for Products and Services document for: Rock, Road Grading, Snow Plowing, Road Maintenance in Right of Way, Snowplowing and Mowing at Town Hall, Ditch Mowing, and Spraying in Right of Way. Brian Connelly made a motion to approve the quote for Products and Services as presented. Rick Lutzi seconded the motion. The motion passed unanimously.

The Board reviewed the list of vendors for quote which were vendors last year. Bruce Bucknell Construction, Mark Cochran, Farmer's Top Soil, Hildebrandt Services, Clint Larsen Construction, Milestone Materials, Orth Farms, North Star Properties, Olmsted Aggregate, Paulson Rock Products, S&B Services, and DeCook Landscaping. Brian Connelly made a motion to approve the vendor list to send quote requests. Motion was seconded by Drew Moessner. The motion passed unanimously.

PLANNING FOR ANNUAL MEETING

Will discuss Annual Meeting items and planning at the March 6 Town Board meeting.

OLMSTED COUNTY TOWNSHIP ASSOCIATION

Short Course Training will be in March. Dues for MATS was sent to the Township for payment. Salem and High Forest host the meeting on March 28 at the Byron Firehall. We will provide a sandwich and cookie tray, chips and water; will split the cost with High Forest. Had 31 Township members plus guests at the last meeting. Diana Connelly will plan for 60 people.

STATUS OF ITEMS DISCUSSED LAST MONTH

PO BOX has been acquired; #419. Used the debit card to purchase the PO Box; cost was \$110.00 for the year. Sonya Mansfield has the debit card info to purchase the new computer.

ITEMS BROUGHT FORWARD BY BOARD MEMBERS

Diana Connelly – Nothing.

Rick Lutzi – Asked for clarification on the County Road 5 project; the project will be a 2-year project. Tree clearing and burning will begin this week.

Drew Moessner – Suggested to consider subsidizing Chloride since snow plowing was rarely used this winter. For residents who do not need chloride; use on township intersection.

Sonya Mansfield – Reminder to attend the Short Course for Townships on March 19, 2024. Sonya Mansfield and Diana Connelly are planning on attending.

Brian Connelly – Nothing.

Sharon Petersen – The Planning & Zoning minutes have not been put in the secretary book at the Town Hall for the past year.

CITIZEN COMMENT

John Donovan asked if the proposed townhall project is not being brought forward at the Annual Meeting. Clarification was given, the proposed townhall project will not be in the newsletter. The project can be discussed at the Annual Meeting, but any decisions on the project will not be combined with the Annual Meeting. John Donovan asked if the Nuisance Ordinance is finalized; Brian Connelly stated the ordinance is being reviewed by Couri & Ruppe.

Rick Lutzi asked Teresa Carstensen if she would consider being on Planning and Zoning Board as a paid secretary position. She will consider. Need to fill vacancies on Planning and Zoning Board.

Meeting adjourned at 8:30pm.

Respectfully submitted,

Drew Moessner
Chairman

Sonya Mansfield
Deputy Clerk