

SALEM TOWN BOARD MEETING

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February 4, 2026

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

The meeting was called to order at 7:13pm by Rick Lutzi with the pledge of allegiance.

Brian Connelly made a motion to approve the agenda with moving the Metes & Bounds Subdivision review after the Olmsted County Sheriff. Drew Moessner seconded the motion. The motion passed unanimously.

The claims presented for payment tonight are as follows:

Claim No. 12120-12123	\$15,310.24
Debit Card Disbursements	\$ 1515.38
The total claims presented tonight is \$ 16,825.62	

Payroll Checks 12048-12051, 12053-12056
The total payroll presented tonight is \$3,856.99

Brian Connelly 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

Brian Connelly made a motion to approve the minutes of January 7, 2026, Town Board meeting. Drew Moessner seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

Diana Connelly read the treasurer's report:

Beginning Balance	\$518,222.41
Total Receipts	\$ 3,926.32
Total Disbursed	\$ 24,408.93
Ending Balance	\$497,739.80
Outstanding Balance	\$ 0.00
Total Per Bank Statement	\$497,739.80

Certificates of Deposit

71232	4.000%	\$159,673.56
71233	4.000%	\$ 54,126.64
71321	3.750%	\$ 28,867.54
71522	4.100%	\$ 27,023.00
71667	4.000%	\$153,066.58
71823	4.00%	\$162,900.84
71824	4.00%	\$110,441.25
Total		\$696,099.41

Brian Connelly made a motion to approve the Treasurer to re-invest CD #71522 for 6 months at 3.75%. Drew Moessner seconded the motion. The motion passed unanimously.

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

OLMSTED COUNTY SHERIFF
Zach Wagner did not attend.

METES & BOUNDS SUBDIVISION

Metes & Bounds Subdivision – Section 35; Estate of Marvin G. Viker by applicant Dawn M. Wehrs. Ethan Kaske of TCPA presented the Metes & Bounds Subdivision to divide the existing 40-acre parcel into two 20-acre parcels for estate purposes. Property is A-2 (Agricultural Protection District). Permit STMB-26-01. Brian Connelly made a motion to approve the Metes & Bounds with staff conditions. Drew Moessner seconded the motion. The motion passed unanimously.

OLD BUSINESS

TCPA MEETING

Drew Moessner reported on the January meeting. Metes & Bounds Subdivision recording with Olmsted County after Township approval. Verification of checks process. Set a minimum to the Reserve account for TCPA at \$250,000.00. Net Income for 2025 \$16,909 in the red.

Brian Connelly will attend the February meeting.

ROADS

Brian Connelly will be on Roads for February.

Drew Moessner discussed 110th Avenue, 40th Street due to shade, need to watch for ice with Todd Bucknell. Also, 63rd Avenue at the end near the County Road gets icy.

PLANNING AND ZONING

Drew Moessner discussed with Jason Kappers of GGG on the formula for re-calculating bond amount from TCPA. GGG will do the calculations.

Reviewed the bond report, as bonds are up to date.

Next Planning and Zoning meeting is scheduled for February 18, 2026.

Reviewed calculations for bond amounts; Drew Moessner and Sonya Mansfield will evaluate.

OCTOA Meeting – Olmsted County overpayment of taxes. John Johnson is off ROCOG, and they have found a replacement. March 2, 2026, Day at the Capital.

NEW BUSINESS

WILLOW RUN MAINTENANCE FUND – Sonya Mansfield & Diana Connelly will verify amounts and update as needed.

2025 SALEM TOWNSHIP ROAD REPORT – Reviewed and will update for Annual Meeting.

SAM NUMBER/ACCOUNT RENEWAL – Diana Connelly will renew and complete final SLRF Fund Closing.

2026 TOWNSHIP ELECTIONS – MARCH 10, 2026 from 4:00pm to 8:00pm.

APPROVE ELECTION JUDGES (TOWNSHIP ELECTIONS) Brian Connelly made a motion to approve the election judges. Drew Moessner seconded the motion. The motion passed unanimously.

TOWNSHIP NEWSLETTER - Diana Connelly is preparing, need information by February 18.

ANNUAL MEETING – PUBLISH NOTICE

First Alternate Date, Third Tuesday (March 17, 2026)

Second Alternate Date, Must be within 30 days of the Third Tuesday (March 24, 2026)

Brian Connelly made a motion to set the First Alternate Date for March 17, 2026 and the Second Alternate Date for March 24, 2026. Drew Moessner seconded the motion. The motion passed unanimously.

Affordable Portables – Brian Connelly made a motion to write a letter to Affordable Portables to discontinue service. Drew Moessner seconded the motion. The motion passed unanimously.

STATUS OF ITEMS DISCUSSED LAST MONTH

- Champion Property – Drew Moessner emailed the punch list to the resident in November and will follow up on the status.
- Maureen Kuehn – Leitzen Sand Pit Dredging – No updates from Drew Moessner – on Hold.
- Town Hall Updates – Reviewed information on Town Hall and property from Drew Moessner. Drew Moessner will prepare information for the annual meeting.
- Steve Tlougan CUP 97-11 – Drew Moessner stated the Olmsted County views the County CUPs under the jurisdiction of Salem Township. Drew Moessner will continue to work with the County.

ITEMS BROUGHT FORWARD BY BOARD MEMBERS

Diana Connelly – None.

Sonya Mansfield – Spring Short Course is on March 17, 2026.

Drew Moessner – Canisteo Road Agreement. Explained Couri & Ruppe invoice.

Rick Lutzi – None.


Brian Connelly – None.

CITIZEN COMMENT

None.

Brian Connelly made a motion to adjourn the meeting at 10:25pm. Drew Moessner seconded the motion. The motion passed unanimously.

Respectfully Submitted,



Rick Lutzi
Chairman



Sonya Mansfield
Clerk