

SALEM TOWN BOARD MEETING

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January 7, 2026

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

The meeting was called to order at 7:16pm by Rick Lutzi with the pledge of allegiance.

Drew Moessner made a motion to approve the agenda with the addition of Board of Audit on February 4, 2026. Brian Connelly seconded the motion. The motion passed unanimously.

The claims presented for payment tonight are as follows:

Claim No. 12112-12119
Debit Card Disbursements
The total claims presented tonight is \$21,006.48

Payroll Checks 12043-12047
The total payroll presented tonight is \$2,825.31

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

The mail was reviewed.

SECRETARY'S REPORT

Brian Connelly made a motion to approve the minutes of December 3, 2025, Town Board. Rick Lutzi seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

Diana Connelly read the treasurer's report:

Beginning Balance	\$347,111.00
Total Receipts	\$182,578.27
Total Disbursed	\$ 11,673.11
Ending Balance	\$518,016.16
Outstanding Balance	\$ 206.25
Total Per Bank Statement	\$518,222.411

Certificates of Deposit

71232	4.000%	\$159,673.56
71233	4.000%	\$ 54,126.64
71321	4.000%	\$ 28,014.48
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		\$695,246.35

Brian Connelly made a motion to approve the Treasurer to re-invest CD #71321 for the best rate. Drew Moessner seconded the motion. The motion passed unanimously.

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

Rick Lutzi reported on the December meeting. Finalizing the contract negotiations for Ethan Kaske and Janell Finck at TCPA. Discussed phone and mileage funds included in the contract. The yearly financial status will be determined at the January meeting.

Drew Moessner will attend the January meeting.

ROADS

Drew Moessner will be on Roads for January.

Supervisors discussed with Todd Bucknell the road issues due to winter weather through December to date. Snowplowing, sanding, salting and breaking ice on the Township roads. Discussed plans going forward for the month of January; Mr. Bucknell and Jason did a great job.

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 January 21, 2026.

NEW BUSINESS

Approve RESOLUTION 2026-3, ADMINISTRATIVE POLICY

Drew Moessner made a motion to approve Resolution 2026-3. Rick Lutzi seconded the motion. The motion passed unanimously.

Approve 2026-4, COMPENSATION

Drew Moessner made a motion to approve the Resolution 2026-4 with changes to Treasurer salary to \$700.00 and Supervisors to \$550.00. Rick Lutzi seconded the motion. The motion passed unanimously.

Brian Connelly made a motion to set Board of Canvas for March 11, 2026, at 6:00pm. Rick Lutzi seconded the motion. The motion passed unanimously.

Brian Connelly made a motion to have 100 ballots for the Township elections. Drew Moessner seconded the motion. The motion passed unanimously.

Drew Moessner made a motion to designate the legal newspaper as the Rochester Post Bulletin. Brian Connelly seconded the motion. The motion passed unanimously.

Drew Moessner made a motion to designate the legal depository as First Security Bank. Brian Connelly seconded the motion. The motion passed unanimously.

Brian Connelly made a motion to have the Board of Audit for February 4, 2026, after the Town Board Meeting. Drew Moessner seconded the motion. The motion passed unanimously.

Rick Lutzi made a motion to publish the Board of Audit notice. Brian Connelly seconded the motion. The motion passed unanimously.

End of year reports and filings for the Clerk and Treasurer will be on January 13, 2026.

Affordable Portables – Rick Lutzi will contact and explore other options.

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.
- Couri & Ruppe bill, Township will pay our portion, and Drew Moessner will pass the remaining cost onto the Champion resident.
- Maureen Kuehn – Leitzen Sand Pit Dredging – No updates from Drew Moessner.
- Town Hall Updates – Reviewed information on Town Hall and property from Drew Moessner. Drew Moessner will prepare information for the annual meeting.
- Steve Tloughan 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.
- Affordable Portables – Drew Moessner will contact and Rick Lutzi will contact Todd Bucknell.
- GGG 2023 unpaid bill taken care of as bill should have been sent to landowner.
- Board of Appeals & Equalization Training – Drew Moessner has completed the training.

ITEMS BROUGHT FORWARD BY BOARD MEMBERS

Diana Connelly - Market Value Credits and Town Aid comes to the Township twice per year.

Sonya Mansfield - Out of town January 18-24, Clerk Election Training on January 8 with Olmsted County, January 13 Town Hall will be open from 1-5pm for Candidacy Filing, OCTOA meeting is on January 22, and invoices mailed for DeCook and Nowak Driveway Permits.

Drew Moessner – Questions on Township Elections.

Rick Lutzi – None.

Brian Connelly – None.

CITIZEN COMMENT

Teresa Carstensen had a question for Planning and Zoning if Manfred Viker should be reviewed in January as he was just reviewed in November.

Brian Mueller asked questions to the Treasurer and Clerk on services with Olmsted County.

Brian Connelly made a motion to adjourn the meeting at 9:40pm. Rick Lutzi seconded the motion. The motion passed unanimously.

Respectfully submitted,



Rick Lutzi
Chairman



Sonya Mansfield
Clerk