

SALEM TOWN BOARD MEETING

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July 10, 2024

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

The meeting was called to order at 7:18pm 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. 11739 to 11752

Payroll Checks 11584 to 11595

The total for claims presented tonight is \$26,614.75

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

Rick Lutzi made a motion to approve the minutes of the June 5, 2024, Town Board meeting as presented. Drew Moessner seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

Diana Connelly read the treasurer's report:

| | | |
|--------------------------|--|--------------|
| Beginning Balance | | \$348,057.63 |
| Total Receipts | | \$246,280.73 |
| Total Disbursed | | \$161,840.81 |
| Ending Balance | | \$427,497.55 |
| Outstanding Balance | | \$ 0.00 |
| Total Per Bank Statement | | \$427,497.55 |

Certificates of Deposit

| | | |
|-------|--------|--------------|
| 70945 | 2.000% | \$122,625.00 |
| 70946 | 1.500% | \$ 25,660.09 |
| 71232 | 4.750% | \$154,352.48 |
| 71233 | 4.750% | \$ 52,322.88 |
| 71266 | 4.750% | \$103,415.86 |
| 71267 | 4.750% | \$152,538.40 |
| 71321 | 5.250% | \$ 26,696.55 |

Total \$637,611.26

Diana Connelly reported CD 71321 maturity date is 7/31/2024. Brian Connelly made a motion to renew the CD 71321 at the best possible rate. Rick Lutzi seconded the motion. The motion passed unanimously.

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

OLMSTED COUNTY SHERIFF

Deputy Zach Wagner did not attend.

OLD BUSINESS**TCPA MEETING**

Rick Lutzi reported on the June TCPA meeting. The MOU (Memo of Understanding) for Olmsted Floodplain and Shoreland Ordinance. TCPA timeline to meet with all Township is to be completed at the end of August 2024. No timeline to get information and comments to the State. MN Department of Health has had a higher than usual level of nitrates in wells and are randomly testing wells in the County. The CMS and TCPA accounting process was discussed. TCPA pays the permit fee to CMS and then is reimbursed when the permit is issued.

Drew Moessner attended the July TCPA meeting. Discussion on the accounting system in relation to permits with CMS and the negative balance each month. This style of accounting looks like TCPA is fronting funds to CMS as TCPA shows a negative balance. To address the financial situation, \$30,000.00 was transferred from the Money Market Account. TCPA would like the Township to review and comment on the bylaws. Voting for the bylaw changes was discussed, as some Townships have already submitted comments and revisions. Jerod Staton will be sending out a form for comments. Due to the current bylaws, all TCPA Township members must vote on the proposed changes.

ROADS

CLERK'S REPORT – Township Road calls this month.

- A Township resident inquiring about chloride application on their road. Rick Lutzi took care of issue.
- Plugged culvert on 120th Avenue North of South Zumbro Church. Rick Lutzi stated this Canisteo Townships issue.
- Resident complained about truck traffic on 35th out of DeCook pit due to County Road 25 project. Also, road issues with 35th and County Road 150. Drew Moessner will discuss with Olmsted County and address issues with County Road project and detour.
- Resident inquired on whom to complain about construction on County Road 25 between County Road 3 & County Road 5. An elderly resident is having issues getting in/out of driveway. Drew Moessner will discuss with Olmsted County.

Storm Issues with roads, Todd Bucknell was given a list by Rick Lutzi. Two separate storm events affected the Township Roads, as some roads were affected twice. The box culverts at 35th Street East of County Road 3 was a big issue. The road is saving the culverts; Mr. Bucknell stated they have put 4 loads of rock on the road. Eroded the whole slope of the ditch and created a cavern pool. Todd Bucknell submitted a proposal for this project. Clean out the Southwest ditch, fill in and reshape storm damage erosion. Extra dirt will be moved to the Northwest ditch. The Southwest ditch would have riprap placed to prevent future erosion. Repair erosion around the centerline of pipes to prevent further washout. Trim and clean up brush around the site. All seeding and mulch blanket to be time labor plus materials. Township may purchase materials directly at a discounted price. Rock price as bid by Olmsted Aggregate delivered. Estimated cost \$22,000.00.

Rick Lutzi made a motion to accept the Bruce Bucknell Construction proposal and estimate. Drew Moessner seconded the motion. The motion passed unanimously.

Todd Bucknell submitted a proposal for a project on the South side of County Road 3 ditch cleaning 1200 feet East of Gene Hart driveway. Clean out ditch, remove brush and overhanging trees. Haul spoils to Eric DeCook pit. All seeding and mulch blankets to be labor time plus materials. Township may purchase materials directly at a discounted contract price. Rock price as bid by Olmsted Aggregate, delivered. Estimated cost \$34,000.00. The

Township will table this project and discuss it at the August meeting. Rick Lutzi will reach out to Clint Larsen to submit a bid for the same work.

Drew Moessner is on Roads for July. Mr. Bucknell and Drew Moessner will coordinate Township Road grading for this month.

NUISANCE ORDINANCE

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

2024-2025 VENDOR CONTRACTS

Need signatures on returned Contracts. Need contracts from Orth Farms, and Clint Larsen.

NEW BUSINESS

METES & BOUNDS SUBDIVISION

Ethan Kaske of TCPA presented a Metes & Bounds to subdivide 22 acres of an 81-acre parcel for a single-family building site in Section 5 of Salem Township by applicant Kaytlin Remold. The Township recommends the applicant place a driveway to access the site with plenty of separation from the existing adjacent resident driveway.

Rick Lutzi made a motion to approve the Metes & Bounds subdivide with staff recommendations. Drew Moessner seconded the motion. The motion passed unanimously.

Ethan Kaske of TCPA presented a Metes & Bounds subdivision for 11.32 acres of unfarmed land to create a non-buildable parcel and sell the non-tillable land in Section 8 of Salem Township by applicant Barbara Kurth.

Drew Moessner made a motion to approve the Metes & Bounds subdivision with staff recommendations. Rick Lutzi seconded the motion. The motion passed unanimously.

PLANNING AND ZONING

The Board inquired with Ethan Kaske of TCPA for obtaining the formula for open acres calculations to give to GGG for calculations to update bond amounts. Ethan Kaske will address obtaining formula with TCPA staff.

Reviewed bond report and sand pit CUP list.

Brenda DeCook has retired from the Planning and Zoning Board. Need to find an alternate. Rick Lutzi will talk to a potential secretary who will not be a voting member.

STEVE & HEATHER TLOUGAN CUP 97-11 (247 63RD AVENUE SW)

Will discuss next month.

STATUS OF ITEMS DISCUSSED LAST MONTH

MBT Bank Loan – Willow Run payoff amount has been obtained. Rick Lutzi will hand deliver the check to the bank to pay off the loan.

ITEMS BROUGHT FORWARD BY BOARD MEMBERS

Sharon Petersen – Nothing.

Sonya Manfield – Federal Payroll Tax to be paid by the end of the month – payment online. Election Judge list for August 13, 2024, State Primary Election. TCPA inquired about the Salem Solar Ordinance fence setback of 300 feet from all property lines.

Brian Connelly – Nothing.

Rick Lutzi – Nothing.

Diana Connelly – The Township received \$2150.00 from the Presidential Primary Election Reimbursement the Township applied for. Allison Sosa would like to attend the OCTOA meeting and Township for public engagement for upcoming projects.

Drew Moessner – Ballot question for Town Hall project and process to proceed. Conflict with August 7, 2024, Board Meeting.

Brian Connelly made a motion to approve the Election Judges for the August 13, 2024, State Primary Election. Drew Moessner seconded the motion. The motion passed unanimously.

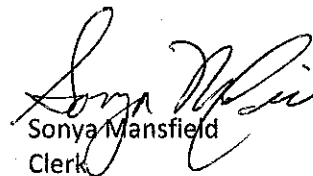
CITIZEN COMMENT

David Rassel asked about the changes to the Olmsted Floodplain Ordinance, and where to get a copy of the proposed ordinance. The Board directed Mr. Rassel to discuss with TCPA and the DNR.

Rick Lutzi made a motion to adjourn the meeting at 10:16pm. Brian Connelly seconded the motion. The motion passed unanimously.

Respectfully submitted,

Brian Connelly
Chairman


Sonya Mansfield
Clerk

