SALEM TOWN BOARD MEETING
www.salemmn.com
November 5, 2025

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

The meeting was called to order at 7:15pm by Rick Lutzi with the pledge of allegiance.

Brian Connelly made a motion to approve the agenda with the addition of 4H Salem Sailors. Drew Moessner seconded the motion. The motion passed unanimously.

The claims presented for payment tonight are as follows:

Claim No. 11999-12000, 12101-12105
Debit Card Disbursements
The total claims presented tonight is $43,017.20

Payroll Checks 12020-12030
The total payroll presented tonight is $3,513.36

Brian Connelly made a motion to approve the claims as presented with holding payment to Olmsted Aggregate until Kaytlin and Jeremiah Nowak pay the township for their rock. Drew Moessner seconded the motion. The motion passed unanimously.

The mail was reviewed.

SECRETARY'S REPORT

Drew Moessner made a motion to approve the minutes of October 6, 2025, Town Board meeting with correction to Old Business-TCPA Meeting: Drew Moessner will attend the October meeting. Brian Connelly seconded the motion. The motion passed unanimously.

TREASURER'S REPORT

Diana Connelly read the treasurer's report:

Beginning Balance	$397,034.90
Total Receipts	$279,363.72
Total Disbursed	$285,841.89
Ending Balance	$390,556.73
Outstanding Balance	$ 0.00
Total Per Bank Statement	$390,556.73

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's report as presented. Drew Moessner seconded the motion. The motion passed unanimously.

OLMSTED COUNTY SHERIFF
Zach Wagner did not attend.

SALEM SAILORS 4H
Jamie Rink discussed the ditch clean up area of the Township. The Township picked up the construction debris from the ditch pick up. Asked if the Township or the 4H Club supplies garbage bags. Discussed the map area for ditch pick up and roads within their area.

CHAMPION PROPERTY
Tony Champion discussed the items which need to be completed to resolve the issue of the shed building as a second dwelling on the property. Rick Lutzi proposed having a disclaimer note on the property deed, to not allow a second dwelling on the property. TCPA has verified permits were not obtained for the remodel of the shed building and if the hired contractor followed the proper process to obtain permits, the remodel would have been denied. Mr. Champion asked for details on how to proceed to eliminate the perception of a second dwelling. Drew Moessner has spoken to the Township attorney and eliminating the second dwelling perception would be the best way to proceed. Brian Connelly recommended the disconnect electrical and plumbing to washer, dryer and stove. Allow the closets to remain. Brian Connelly recommended creating a punch list of items to be emailed to the Champion family. Drew Moessner would follow up with GGG on the septic system for compliance.

OLD BUSINESS

TCPA MEETING
Rick Lutzi reported on the October meeting. Large permit for Eagle Brook Church for $80,000 on 75th Street. Had two applicants and hired a candidate for the Administrator position: Janelle Finck.

Brian Connelly will attend the November meeting. (Rick Lutzi will cover for Brian Connelly).

ROADS
Brian Connelly will be on Roads for November.

Brian Connelly discussed with Todd Bucknell about the grading on 10th Street SW East of 70th Avenue SW has been missed twice. Rick Lutzi suggested Mr. Bucknell look at the crown of 40th Street near County Road 15. Complaint made to Drew Moessner about drainage and scouring on 95th Avenue SW, old 36" culvert needs aprons.

Brian Connelly made a motion to have a 36" apron placed on the culvert at 95th Avenue SW. Drew Moessner seconded the motion. The motion passed unanimously. Rick Lutzi will have a 36" apron delivered to the site.

Rick Lutzi suggested the sod rolls in the ditch along 50th Street needs to be graded.

PLANNING AND ZONING
Drew Moessner will get the formula for re-calculating bond amount from TCPA.
Reviewed the bond report, as bonds are up to date.
Next Planning and Zoning meeting is scheduled for November 19, 2025.

NEW BUSINESS
STEVE TLOUGAN, CUP 97-11
Two new semi-trailers in the yard are in violation of CUP.

Ron Tiede requested 63rd Avenue SW be black topped. The Township will investigate the cost and maintenance cost. Also, could the roadway have a 20-mph sign, currently it is a 30-mph sign.
2026 Proposed Town Board meeting dates.

BOARD OF APPEALS & EQUALIZATION TRAINING
Sonya Mansfield gave the Supervisors the information to take the training prior to February 1, 2026.

MINNESOTA PAID LEAVE
Drew Moessner made a motion to pay 100% of the Minnesota Paid Leave tax at the 0.66% rate. Rick Lutzi seconded the motion. The motion passed unanimously.

FIRE SIGNS
Have fire signs made by Olmsted County and bill the homeowner.

STATUS OF ITEMS DISCUSSED LAST MONTH
Leitzen Sand Pit – Maureen Kuehn did not attend the meeting. Gary Leitzen updated Drew Moessner on panels installed to quiet the shoot on the dredge. The possibility of adding a water cooler for noise reduction on the dredge is being looked into and may add to the dredge this winter.

Town Hall Updates – Drew Moessner if he can pursue someone to purchase the building. Need to buy the piece of land adjacent to the Town Hall property.

ITEMS BROUGHT FORWARD BY BOARD MEMBERS
Diana Connelly – None.
Sonya Mansfield – None.
Drew Moessner – Move the other furnace to basement of Town Hall.
Rick Lutzi – Nuisance Ordinance.
Brian Connelly – MetroFibernet Utility fee.

CITIZEN COMMENT

Rick Lutzi made a motion to adjourn the meeting at 9:42pm. Brian Connelly seconded the motion. The motion passed unanimously.

Respectfully submitted,

Rick Lutzi
Chairman

Sonya Mansfield
Clerk

APPROVED