

Attendees: Town Board members: Chairman Pete Parris, Supervisor Cathy Nielsen, Vice-Chair Mike Klingelhutz, and Clerk/Treasurer Jean Moore. Public Works employees: James Schilling and Brian Lawrence. Guest in attendance Lin Deardorff.

Public Works Work session

The Public Works worksession was called to order at 1:00pm.

Roads

- 2022 Road Tour will be scheduled for February or March.
- Board requested a Township culvert maintenance program be created to locate, mark and inspect all culverts (83 have been located).
- Reviewed the December road maintenance report
- Certified the 2021 Annual Weed control report
- Approved ROW 2022-01R for 8743 Reitz Lake Road

Sewers

- Liftstation sealing project – will obtain quotes for Scandia, Schmittville and Reitz Lake liftstations
- UV Light (sandfilter) -
- APRA Sewer Infrastructure projects were reviewed and a funds update provided. The Board unanimously directed the following projects to be completed next: 9318 Rhoy Ave, and 9770 Co Rd 43. Quote on liftstation on 8080 Scandia Rd, and manholes in Schmittville.

Equipment/Building

- Ford Ranger truck used primarily for checking sewers is inoperable – transmission failure. Will obtain quote for rebuild or trade/purchase.
- Replacement quote for shop radiant heater was \$8000. Brian Lawrence sourced a tubing part for \$850.00. Repair is complete.

Other

- The Board unanimously agreed to pay Public works employees *afterhours* drive-time from home, if extreme weather conditions cause extra time to get to work.
- A public works summer intern will be considered.

Regular Town Board meeting

The meeting was called to order @ 3:00 pm

Election of 2022 Town Board Chair and Vice-Chair – Two year term

Election of Chair, Pete Parris

ACTION: Motion by Supervisor Klingelhutz

Second by Supervisor Nielsen

RESULTS: Motion carried unanimously. None opposed

Election of Vice Chair, Mike Klingelhutz

ACTION: Motion by Supervisor Nielsen

Second by Chair Parris

RESULTS: Motion carried unanimously. None opposed

Adopt Regular Agenda

ACTION: Motion by Chair Parris

Second by Supervisor Nielsen

RESULTS: Motion carried unanimously. None opposed

Organizational Meeting

- Designate Banking Institution as Town Depository: *Security Bank*
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 - Designate Official Newspaper for Legal Publications: *Chaska Herold and Waconia Patriot*
 - Designate Official place for postings: *Website and Town Hall bulletin board*
 - Consider potential conflicts of interest: *None*
 - Holiday and meeting schedule: *The schedule will be posted on the website and bulletin board.*
 - Mileage reimbursement rate: *The 2022 IRS mileage reimbursement rate is 58.5 cents per mile*
 - Town Board Compensation: *2022 rate \$35/hour*
 - Election Judge Rate: *\$16.00/hr*
 - Proposed Fees: See Fee Resolution 2022-02

Approve Organizational Meeting

ACTION: Motion by Supervisor Klingelhutz

Second by Chair Parris

RESULTS: Motion carried unanimously. None opposed.

Township Supervisor Appointments:

- Met Council: *Parris*
- Minnehaha/Carver County Watersheds: *Klingelhutz*
- MPCA: *Klingelhutz*
- Carver County Board of Adjustment and Planning/Zoning: *All*
- Sewers: *Klingelhutz* On site Sewer Technician: *Schilling*
- MS4: _____ On-site MS4 coordinator: *Lawrence*
- Town Roads: *Parris* On-site Town Road Technician: *Lawrence*
- Weed Inspector: *Lawrence*
- Safety Supervisor: *Nielsen* On-site Safety Coordinator: *Lawrence*
- City of Waconia: *Nielsen*
- City of Chaska: *Parris*
- City of Victoria: *Klingelhutz*
- City of St. Boni/St. Boni Fire Advisory: *Nielsen*
- Carver County Township Association Representative: *Nielsen*

Approval Township Supervisor Appointments

ACTION: Motion by Chair Parris

Second by Supervisor Nielsen

RESULTS: Motion carried unanimously. None opposed.

Consent Agenda

Approve Consent Agenda which included the December 13, 2021 Regular Board Meeting Minutes, and January 4, 2022 Special Meeting Minutes. Resolution 2022-01R MetroNet for 8743 Reitz Lake Rd

ACTION: Motion by Chair Parris

Seconded by Supervisor Klingelhutz

RESULTS: Motion carried unanimously. None opposed.

Open Forum

Lin Dearnorff presented the following information:

- Carver Park plans to add a parking lot west of the Andrew Peterson farm (2-3 years)
- Planned expansion of the Yellowstone Trail
- Andrew Peterson Historical Society long range planning in progress to include moving entrance off Highway 5 onto Parley Lake Rd.
- Historical Society HVAC replacement estimated cost is \$40,000. Trying to determine where to apply for funding. Will meet with Carver County Commissioner's.
- U of M is providing a grant to identify major trees in the remaining big woods thru a Forestry Grant. This will impact where the parking lot is located on the Andrew Peterson farm
- Parley Lake residents are concerned that cars/trucks/trailers for the boat launch are parking outside of the launch area. This is the DNR jurisdiction. There are not enough parking spaces in the boat launch which causes overflow parking outside of the launch boundary.
- Carver County Historical Society contacted MetroNet to connect to the available internet service.

Treasurer's Report

Approve December 27, 2021 payment of claims list #12779-12809 = \$65,465.38 (void claim #12805 due to duplicate) includes \$16,770.00 (ARPA funds) payment to Innovative for liftstation sealing and payment of claims #12810-12831 = \$15,650.45 includes \$1,564.00 (ARPA Funds) to Sewer Services for pumping liftstations prior to sealing.

ACTION: Motion by Chair Parris

Second by Supervisor Nielsen

RESULTS: Motion carried unanimously. None opposed.

New Business

Resolution 2022-02 Fee Schedule

ACTION: Motion by Chair Parris

Second by Supervisor Nielsen

RESULTS: Motion carried unanimously. None opposed.

Resolution 2022-03 Electronic Fund Transfers

ACTION: Motion by Vice Chair Klingelhutz

Second by Chair Parris

RESULTS: Motion carried unanimously. None opposed.

A Road and Bridge Fund will be created. Melissa Lano will consult with the auditors on January 28, 2022 on funds transfer for beginning balance.

Unfinished Business:

The Board requested a running list of Open/Pending agenda items (previously discussed) that staff/board members are actively working on. When the item is complete, add to the agenda under Unfinished Business.

Items Removed from the Consent Agenda: None

Board Member Reports

Chair Pete Parris:

Supervisor Mike Klingelhutz:

Supervisor Cathy Nielsen:

Clerk/Treasurer Jean Moore:

Upcoming Meetings

January 24, 2022	Regular Town Board meeting	6:00pm
January 25 2022	Carver County TWP Assoc Mtg/Waconia Am Legion	7:00pm
February 14, 2022	Public Works worksession	1:00pm
	Regular Town Board meeting	3:00pm
February 21, 2022	Closed – Presidents Day	
February 28, 2022	Regular Town Board meeting	6:00pm
March 08, 2022	Annual Town meeting	6:00pm
March 14, 2022	Public Works Worksession	1:00pm
	Regular Town Board meeting	3:00pm
March 28, 2022	Regular Town Board meeting	6:00pm

Adjournment

Chair Parris adjourned the meeting at 4:45pm

Submitted by: Jean Moore Accepted by: Pete Parris
Jean Moore

Clerk, Carver County, Minnesota

Notarial Officer (ex-officio notary public)

My term is indeterminate.

Date: 1-24-22