

**Attendees:** Town Board members: Chairman, Pete Parris; Vice-Chair, Mike Klingelhutz; Clerk/Treasurer, Jean Moore and Administrative Assistant, Jan Held.

**Regular Town Board Meeting**

The meeting was called to order at 6:00 pm

**Adopt Regular Agenda**

ACTION: Motion by Chairman Parris

Second by Vice Chair Klingelhutz

RESULTS: Motion carried unanimously. None opposed.

**Approve Regular Meeting Minutes**

ACTION: Motion by Chair Parris with agreed upon changes identified.

Second by Chair Klingelhutz

RESULTS: Motion carried unanimously. None opposed.

**Special Meeting Minutes**

ACTION: Motion by Supervisor Nielsen to approve the Special Meeting Minutes. Supervisor Nielsen stated that the Township Clerk/Treasurer position is not a work from home position.

Second by Chair Klingelhutz

RESULTS: Motion carried unanimously. None opposed.

**Financials**

ACTION: Motion by Chair Parris to approve payment of claims list #13396 - #13419 = \$25,363.78. Payment of Bolton & Menk in the amount of \$9,360.50 be taken out of the 201 Fund.

Second by Supervisor Nielsen

RESULTS: Motion carried unanimously. None opposed.

ACTION: Motion by Chair Parris to not accept the Treasurer's Report pending clarification of the Met Sewer Fund, this will be tabled until the December 12<sup>th</sup> meeting. The board asked Clerk Moore to present a Schedule 1 report as of the end of September 30, 2022 and October 31, 2022 at the December 12<sup>th</sup> Meeting.

Second by Supervisor Nielsen

RESULTS: Motion carried unanimously. None opposed.

ACTION: Motion by Supervisor Nielsen to approve Receipts Register: \$8,063.82

Second by Chair Parris

RESULTS: Motion carried unanimously. None opposed.

**New Business**

- December 7, 2022 at 6:00 pm there will be a meeting inviting the Laketown residences of Augusta Road to discuss the Dahlgren/Augusta Road Maintenance Agreement, proposal from Allied Inc and finances options.

**ACTION:** Chair Parris made a motion to approve the Agreement for the Division of Maintenance Responsibilities for Augusta Road with the inclusion of a section map outlined by Atty Mike Couri.

Second by Vice Chair Klingelhutz

**RESULTS:** Motion carried unanimously. None opposed.

- Supervisor Nielsen highlighted the St. Boni Annual Fire Relief Retirement Service Benefit Account one time payout increased from \$4,800 to \$5,200. This will not increase the budgeted service contract with the Township.

**ACTION:** Chair Parris moved to accept Resolution 2022-23

Second by Vice Chair Klingelhutz

**RESULTS:** Motion carried unanimously. None opposed.

- Chair Parris brought up the discussion of utilizing an iPad to convert to electronic board packets.
- Jean will research software programs and cost of iPads or booklets and report back.
- Vice Chair Klingelhutz will write a letter to the Met Council regarding options for sewage disposal.

#### **Board Member Reports**

**Chair Parris:** Reviewed the Pending Project List

- Touch base with Atty Mike Couri for next steps for the Augusta Road Agreement
- An estimate will be secured for chip sealing Airport Road next year
- Continue to monitor the Airport Road ravine Carver County project

**ACTION:** Chair Parris moved to spend up to \$100 to post the Clerk/Treasurer position on Indeed

Second by Vice Chair Klingelhutz

**RESULTS:** Motion carried unanimously. None opposed.

#### **Supervisor Mike Klingelhutz:**

- Mike received an inquiry from an individual interested in the Clerk/Treasurer position

#### **Upcoming Meetings**

December 12, 2022 1:00 pm Public Works – Work Session  
3:00 pm Regular Township Board Meeting  
December 23, 2022 ½ Day Christmas Eve  
December 26, 2022 Closed Christmas Day  
December 28, 2022 1:00 pm Regular Town Board Meeting

#### **Adjournment**

Chair Parris adjourned the meeting at 7:25 pm

Submitted by: 

Jean Moore

Clerk, Carver County, Minnesota

Notarial Officer (ex-officio notary public)

Accepted by: 

My term is indeterminate.

Date: 12/12/22