

Watab Town Board Meeting Minutes – April 1, 2014

The regular monthly meeting of the Watab Town Board was called to order at 7:00 p.m. on Tuesday, April 1, 2014 at the Watab Town Hall by Chairman Ed Kacures Jr. All board members were present: Supervisors Ed Kacures Jr., Craig Gondeck, and Lloyd Erdmann; Treasurer Eileen Saldana; and Clerk Pat Spence. Audience members were Todd Payne, Jason Krueger, Kevin Reiter, Bob Raveling, and Wayne Cymbaluk. Following the Pledge to the Flag, the Chair asked for changes to the agenda. Motion was made by Supervisor Gondeck and seconded by Supervisor Kacures to accept the agenda as printed; motion passed.

Todd Payne appeared for application review of a Minor Preliminary Plat for Addison Acres. He has a buyer who would like to build on the property. The buyer will put in the driveway and culvert, but he is also seeking approval for the placement. This property was originally platted in the mid 2000's. Supervisor Gondeck said that he is impressed with the plan, and he made a motion to approve the preliminary plat for Addison Acres as presented. The motion was seconded by Supervisor Erdmann and passed.

Reorganization of the Board:

1. Motion was made by Supervisor Gondeck, seconded by Supervisor Erdmann, and passed to have Ed Kacures Jr. continue to serve as Board Chair. The motion passed.
2. The board received notification that Treasurer Eileen Saldana has appointed Linda Langer as the Deputy Treasurer.
3. Motion was made by Supervisor Gondeck, seconded by Supervisor Kacures, and passed to approve Resolution 2014-4: Setting Dates for Regular Board Meetings.
4. Motion was made by Supervisor Gondeck, seconded by Supervisor Erdmann, and passed to continue to use the Sauk Rapids Herald as the official newspaper for the township.
5. Motion was made by Supervisor Erdmann, seconded by Supervisor Gondeck, and passed to continue to use Bremer Bank, Falcon National Bank, and Edward Jones as depositories for the township's funds.
6. Motion was made by Supervisor Erdmann, seconded by Supervisor Kacures, and passed to designate Channel 3, the township website, town hall door, and email list as the official posting places of the township. Supervisor Gondeck recommended that Pine Stop be added, and he offered to post items there for the convenience of those living in Rockwood Estates.
7. Motion was made by Supervisor Gondeck, seconded by Supervisor Erdmann, and passed to adopt Resolution 2014-5: Establishing a Policy for the Compensation and Reimbursement of Town Officers. This continues the current reimbursement rates, which have been in effect for about ten years.
8. Motion was made by Supervisor Erdmann, seconded by Supervisor Gondeck, and passed to adopt Resolution 2014-6: Town Board Duties and Affidavits with the addition of Craig Gondeck representing the township on the Greater MN Development Corporation.
9. The board reviewed the drafted amendments to Resolution 2009-5: Establishing a Town Board Administrative Policy. Supervisor Erdmann made a motion to approve the amendments with the addition of Citizen's Comments after Approval of the Monthly Bills. The motion was seconded by Supervisor Gondeck and passed.

The minutes of the March 4th regular meeting and March 11th Board of Canvass meeting were approved through a motion by Supervisor Gondeck and second by Supervisor Erdmann. Eileen Saldana gave the Treasurer's Report with \$214,699.97 in the town checking accounts on April 1, 2014. Motion was made by Supervisor Gondeck, seconded by Supervisor Erdmann, and passed to accept the Treasurer's Report. Approval to pay the monthly bills and withdraw the necessary funds for Claims 5374

through 5400 and Electronic Transfers for IRS, MN Department of Revenue, and PERA was given through a motion by Supervisor Gondeck, second by Supervisor Kacures, and passed. The Clerk and Treasurer were also given direction to prepare a check for Marco for \$909.92 for the annual copier contract.

Old Business:

1. Dry Hydrant System: Pat Spence explained that the shoreline permit application to Benton County should be completed by the contractor. Supervisor Erdmann added that the contractor must have \$1.5 million dollars of liability insurance, because of a DNR requirement. The Clerk and Supervisor Erdmann were asked to prepare a request for quotes from contractors.
2. Snow Plowing: Chair Kacures shared an email that he received from a West Lake Road resident, Jeff Johnson. He is concerned about safety on 115th Street and West Lake Road. Clerk Spence reported concerns from a citizen about the one-lane stretches on 15th Avenue and Plaziak Road, where you cannot safely meet another vehicle. Supervisor Erdmann had calls from an Ingot Road resident who said that he had called many times about concerns; no one on the board had previously had calls from him. Supervisor Erdmann commented that it was difficult to widen the roads, because the snow was so heavy. Supervisor Gondeck said that when he has contacted Marson Contractors, they have always responded quickly. Widening the roads will be discussed when the contract is re-visited.
3. Rice Fire Contract: Supervisor Kacures said that he attended the March 17th Rice City Council meeting and was surprised to see all council members present, since the township had been informed that one member would be absent and no action could take place on the Watab contract. Instead of acting on Watab's contract proposal, the council extended the current contract for another three months. Our current proposal will be on their agenda for April 7 and potential discussion with the Watab Board on April 21st.
4. Sauk Rapids Fire Contract: Motion was made by Supervisor Erdmann, seconded by Supervisor Gondeck, and passed to approve the new two-year contract with the City of Sauk Rapids for a cost of \$31,835. There will be an additional billing for \$2,000 of insurance, which the Watab board objected to but was passed by the majority of the townships served by Sauk Rapids. Supervisor Kacures abstained from the vote due to the \$2,000 insurance cost.
5. Highway 10 Access: Clerk Spence reported on the conversations with Senator Dave Brown and Barb Welty. The Clerk and Supervisor Gondeck learned from Senator Brown that there would not be a hearing in either the House or Senate for our request of funding for interchanges on Highway 10 through the township. The reason was that the project is not endorsed by MNDOT so the committee chairs wouldn't include them. Barb Welty, District 8 MAT Director, highly recommends that the board attend the MNDOT information meeting on Thursday, April 3, 2014 at Rice City Hall to voice the township concerns. The meeting has been noticed. Supervisors Erdmann and Gondeck and Treasurer Saldana will attend.
6. On March 17, the township's SWPPP Permit Application was approved by MPCA for five years. Supervisor Erdmann commended the Clerk for her work on the application process. Supervisor Kacures invited Wayne Cymbaluk to the meeting. The Clerk met with him approximately a week ago and the board had received his resume and documentation of certification. He is a water specialist with the Stearns County Soil and Water Conservation District, serves as MS4 inspector for two Stearns County townships, and has MPCA inspection experience. Wayne is willing to also serve as the MS4 Inspector for Watab Township. He requested a few days to review the drafted contract. Chair Kacures and Clerk Spence thanked him for attending the meeting and welcomed him to the Watab MS4 program.
7. Lakewood Shore Road Tree Trimming: Supervisor Gondeck reported that it was completed yesterday. Branches were chipped and recycled for compost, so the township can get reimbursed for 75% of the cost from the Adopt a Highway grant.

8. Crack Filling Projects: Supervisor Kacures asked if the crack filling material is ordered; Supervisor Gondeck responded that it has arrived. Jack Brush resigned as Supervisor of the Sentence to Serve Crew, so the Benton County Sheriff's Department is advertising for a replacement. When that is accomplished and the weather is suitable, the crack filling will begin.
9. Clerk Spence reported that the township credit rating has been upgraded by Standard and Poor from A to AA-, which is a two-step upgrade. Clerk Spence reported that she had several phone interviews with the rating agent and review of the 2013 year-end financials. Factors in the rating are reserves, financial planning, and budget review. Supervisor Kacures encouraged the Clerk to put the information on the town's website. The board thanked Clerk Spence for her work on this.
10. Day at the Capitol: Supervisor Gondeck and Clerk Spence participated in the MAT District 8 Bus Trip to the Capitol for lobbying on township issues. She reviewed some of the township bills before the legislature. Supervisor Gondeck commented on his conversation with Jim Fisher, lobbyist for fire training. He learned how many fire departments don't ask for reimbursement for their training.
 11. Annual Newsletter Review: Board members commented on how many positive comments they have received about the newsletter. Supervisor Kacures distributed a newsletter from another township.

New Business:

1. Set Road Tour: The board set the road tour for April 19th at 8:00 a.m. Board members are going as inspectors and will begin at the town hall.
2. Material for Pothole Repairs: it has been ordered and has arrived.
3. Flooding Update: Jim McDermott says that due to the slow thaw, there is less than a 30% chance of flooding.
4. Red Cross Disaster Director Update: Supervisor Gondeck met with her regarding handling potential disasters. The flood meeting she is hosting will be at Twin Pines on Saturday, April 12.
5. Board of Equalization is on Thursday, April 3, 2014 at 2:30pm at the Town Hall.
6. Quarterly Budget Review: Clerk Spence led the board through a review of the budget for all accounts. After discussion of several items, Supervisor Erdmann made a motion to deplete the current Building Fund by paying Wacosa and Xcel Energy from remaining funds of less than \$1,000. The motion was seconded by Supervisor Gondeck and passed. The Interest Fund balance will be transferred to the Road and Bridge Fund through a motion by Supervisor Gondeck and second by Supervisor Kacures. Moving forward, interest will be distributed proportionally to the various funds of the township. Supervisor Kacures asked Supervisor Gondeck to get prices on replacing the flag pole at the town hall.
7. Contracts for Renewal: Snow plowing contract ends July 31; ditch mowing contract ends June 20; and building inspector contract ends July 2. The board requested that these contracts be mailed out to each member as soon as possible. The Clerk should also check on the dates for the Engineer's Contract.
8. Design for Future Railroad Crossings: Supervisor Kacures asked for permission from the board to contact Jon Bogart, Town Engineer, about planning the design for all the remaining crossings in the township. Motion was made by Supervisor Erdmann, seconded by Supervisor Kacures, to contact Jon Bogart; motion passed. Supervisor Gondeck said that he believed the board should wait with this until the present projects are completed and all bills paid.
9. Spring and Summer Road Projects: Work will be done on West Lake Court, crack filling roads and the town hall parking lot, County Road 79 Quiet Zone, and pot hole repairs. Clerk

Spence reported a request from Geno Beniek to seal coat Sanbur Trail. The board will inspect the road during the road tour and contact Geno. The board also discussed the water problems on Sucker Creek Road near the intersection of the county road. They will invite County Engineer, Chris Byrd, to meet them at the site.

10. MS4 Annual Public Meeting was set for May 6, 2014 at 7:00. Public input will be encouraged.
11. Approval of Donations from Annual Meeting: Motion was made by Supervisor Gondeck, seconded by Supervisor Erdmann and passed to make payment to Rice Recreation of \$2,000 for Watab residents participating in their programs; to Tri-County Humane Society for \$1,200 for the animals served at the shelter from Watab during 2013; and to Benton County Agricultural Society for \$1,200, to be divided with \$600 for children's barn and \$600 for the Viet Nam Wall. These were the recommendations made by the electors at the Annual Meeting on March 11. The Clerk and Treasurer will prepare the checks for the Board Chair's signature.
12. Copy Machine Lease from Marco: Clerk Spence reported that due to the age of the copier, parts are no longer available. Motion was made by Supervisor Gondeck, seconded by Supervisor Kacures, and passed to have the Clerk work with Marco on getting a newer machine with the capacity for scanning and color printing.
13. Snow Plowing for Private Developments: Because the final wear course has not been laid on roads in some of the town's developments, the roads have not been accepted by the township. However, roads are being plowed because the township has to keep the roads accessible for fire safety. The question has been raised if it is necessary to keep roads open where there are no homes. This will be discussed further during contract review.
14. Communications: Clerk Spence reviewed the past month's communications: a) Notice of Public Hearings for Benton County Planning Commission; b) e-mail from Steve Simones regarding the benefits of membership in the Central MN Water Education Alliance; c) e-mail from Geno Beniek; d) Urban Short Course agenda; e) 2013 Annual Report for the Benton County Agricultural Society; f) letter from Montgomery Headley regarding the annual report for park dedication funds; and g) e-mail from Pat Corrigan stating that he didn't have the certification for an MS4 inspector. The Clerk was asked to send Montgomery Headley a letter from the board asking that the Watab funds be spent on bike trails and walking paths in the Golf Haven and Oak Hill Estates Developments, since that is where much of the money was contributed.
15. Supervisor Reports: Supervisor Gondeck followed up on membership with the Fleet and Surplus Services Division of Administration State of MN; the membership requires no fee. He recommended that we join. The board asked the clerk to send in the application; Supervisor Gondeck requested that a copy be sent to Mark Ebnet, Benton County Highway Department. Supervisor Gondeck completed the application for the SCORE Grant for Clean Up Day with a request of \$15,000. He will submit pictures of the event. Motion was made by Supervisor Erdmann, seconded by Supervisor Kacures, and passed approving the application. He reported that the sign rack was installed last week in the storage room and gave an inventory of signs. He also talked to Chris Byrd today, and the township will receive a copy of the Sucker Creek Bridge inspections within the next couple of days. Finally, he reported that the Bill Novak project was approved by the Planning Commission, three lots have been recently sold in Lake Andrew Development, and he applauded Nancy Scott for her work with a new property owner on a building permit issue on a West Lake Road house that had been in foreclosure. There were no other Supervisor Reports.

16. Citizen's Feedback: Kevin Reiter commented on a water problem on Sucker Creek and Doeden Road; the board will review during the road tour. Jason Krueger complimented the board on being good watch dogs of tax dollars, being informed, and having good organization.
17. The board reviewed the work for the coming month including the Board of Equalization Meeting and Transportation meetings on Thursday, April 3; a potential meeting on April 21 with the Rice City Council; and other work authorized during the meeting. The Clerk will create a work plan for the MS4 requirements.

A motion was made by Supervisor Gondeck, seconded by Supervisor Kacures, and passed to adjourn the meeting at 9:45 p.m.

Respectfully submitted by Clerk Pat Spence