

**MINUTES OF THE HAVEN TOWN BOARD MEETING**  
**January 23, 2017**

The Haven Town Board met at the Haven Town Hall on Monday, January 23, 2016. The meeting was called to order at 7:00 p.m. by Chairman Jeff Schlingmann. Members present: Supervisor Jeff Schlingmann, Supervisor Mark Knowles, Supervisor Kathi Sims-Kosloski, Supervisor Randy Linn, Supervisor Mike Pesch, Clerk/Treasurer Mike Zniewski, Legal Council David Meyers and Deputy Clerk Tammy Schefers.

**ELECTION OF OFFICERS**

Supervisor Mark Knowles made a motion to nominate Jeff Schlingmann to be the Chairperson for 2017. Supervisor Kathi Sims-Kosloski seconded the motion. The motion carried.

Supervisor Randy Linn made a motion to nominate Mark Knowles to be Vice Chairperson for 2017. Supervisor Kathi Sims-Kosloski seconded the motion. The motion carried.

**APPROVAL OF AGENDA**

Supervisor Mark Knowles made a motion to accept and to approve the agenda. Supervisor Mike Pesch seconded the motion. The motion carried.

**SHERBURNE COUNTY SHERIFF REPORT**

Sherburne County Sheriff Joel Brott handed out a summary packet and gave an overview of the 2016 Annual Report for Haven Township. He talked about Service and Arrests, Criminal Activity, Five New Patrol Deputies and the Newest K-9 dog called Riggs. The Haven Township Board thanked him for the update.

**READING OF THE MINUTES**

Supervisor Mike Pesch made a motion to approve the December 19, 2016 board minutes. Supervisor Kathi Sims-Kosloski seconded the motion. The motion carried.

**BUILDING PERMITS**

There were seven building permits.

**BILLS OUTSTANDING**

Mike Zniewski	\$ 537.50
Mike Zniewski	\$ 86.75
Jeff Rhodes	\$ 27,130.00
Shift Technologies, Inc.	\$ 236.62
Cloudnet	\$ 36.00
Frontier	\$ 78.85
Connexus Energy	\$ 75.00
SCR	\$ 845.62
M R Sign	\$ 5,238.70
Sherburne Cty Association of Townships	\$ 1,308.00

Rinke Noonan Attorneys at Law	\$	397.50
Rinke Noonan Attorneys at Law	\$	70.50
Rinke Noonan Attorneys at Law	\$	117.50
Sherburne Cty Auditor/Treasurer	\$	187.73
Bogart, Pederson & Associates, Inc.	\$	20,000.00
Bogart, Pederson & Associates, Inc.	\$	250.00
Internal Revenue Service	\$	3,269.75
MN Department of Revenue	\$	213.43
PERA (Late Fee)	\$	10.00
Sherburne State Bank	\$	5.00
PERA (Deposit)	\$	<u>75.26</u>
Total:	\$	60,019.19

Supervisor Mike Pesch made a motion to approve and accept the claims. Supervisor Kathi Sims-Kosloski seconded the motion. The motion carried with: 5 – Aye / 0-Absent / 0-Opposed

**PUBLIC HEARING/COMMENT**

None

**OLD BUSINESS**

Railroad Crossings 52<sup>nd</sup> Street SE – Legal Council David Meyers made the comment that they are still in the process of working on this. The full road survey should hopefully be completed by the next board meeting. The Board has consents from all the neighbors. The Railroad Crossing construction will take place in the fall of 2017 or later.

The Board discussed 50<sup>th</sup> Avenue SE. This road used to be a private drive and the Township has been maintaining it. Supervisor Mark Knowles will contact the property owners who use this road, to see if they would be willing to take this road back as a private drive.

Elk River Estates Road Improvements – Jon Bogart and Supervisor Kathi Sims-Kosloski went around this neighborhood and spoke with some of the property owners on how the road construction would affect their property. Jon Bogart handed out a Preliminary Roadway Construction Packet to the Board Members. He talked about the cost of the project. Supervisor Mark Knowles expressed concerns on the cost of the project. It was much higher than what he feels it should be. Supervisor Mark Knowles wants to sit down and discuss with Jon Bogart the pricing of this project. The Board will hold off on getting proposals until Supervisor Mark Knowles gives the “Ok” to do so.

Road Maintenance Schedule – The barricades are placed at 54<sup>th</sup> Street SE and 45<sup>th</sup> Avenue SE. The gates still need to be hung up. The board wants to have alligator locks put on them. Supervisor Mark Knowles wants all the keys to the locks, so he can distribute them to the proper property owners. Snow Removal seems to be going well.

Clear Lake Township & Sherwood Shores Roads – The Haven Board received a letter from Clear Lake Township in regards to Future Roadway Rehabilitation for roads in the Sherwood Shores Area. Supervisor Mark Knowles spoke with Gary Grey from Clear Lake Township and they will keep in contact with Haven Township if they decided to do anything in the future with the roads in that area.

2018 Haven Township Budget – Supervisor Randy Linn is getting a preliminary budget together for the next meeting. The Board will meet at 5:00 p.m. on February 27, 2017 to discuss budget issues. The Board will meet at 6:00 p.m. for the Board of Audit on February 27, 2017, followed by the regular Board Meeting at 7:00 p.m. The Clerk will post these meetings in the proper locations.

### **NEW BUSINESS**

License Agreement – John Brudwick and Konie Theisen-Brudwick requested the transfer to them of the Derval F. Hayes license agreement for a garage that is in the township’s road right-of-way. After discussion on this, Supervisor Mike Pesch made a motion to grant the transfer of the license agreement to the new potential owners on all existing terms, including a 60 day notice if the township decides to revoke it. Supervisor Mark Knowles seconded the motion. The motion carried.

License Agreement – Shane Zablocki from Zablocki Roofing spoke to the board about his property he owns on 45th Ave SE. He is requesting a license agreement for the use of six feet of the township’s utility easement dedicated in the Oehrlein Estates Plat. He wants to install a holding pond and build a new building at this site. Shane Zablocki asked if the board could grant the license for the entire property. Supervisor Mike Pesch had concerns that the township was setting precedence if they granted a license for the entire property. After discussion on this, Supervisor Mike Pesch made a motion to grant the request for a license agreement for a drainage system and drain field on the interior 6 feet of the east 130 feet of the easement. This will be for only the present proposed project which is the holding pond and proposed building. Legal Council David Meyers will get the documents together. Supervisor Mark Knowles seconded the motion. The motion carried.

Assessment Policy Discussion – Chairman Jeff Schlingmann talked with the Board Members about an Assessment Policy. The question was asked; do we keep on funding road reconstructions with the township’s funds or do we share the cost with the people who will benefit the most? Supervisor Mark Knowles made the comment that Haven Township is still the lowest taxed township in the County. Supervisor Mike Pesch wanted clarification on how the Haven Township Board would implement the policy. Supervisor Mark Knowles said that he thought the Township Board should do some forecasting on where they’ve been and what they have to do before any assessment policy would take place within the Township.

## **SUPERVISOR COMMITTEE ASSIGNMENTS**

After the Board Members discussed the Draft Supervisor Committee Assignments and Projects & Areas of Interest, Supervisor Mark Knowles made the motion to accept and have the Committee Assignments as follows:

Sherburne County Township Association:	Mike Pesch / Jeff Schlingmann
Sherburne County Soil & Water:	Mark Knowles
St. Cloud Airport Advisory Board:	Kathi Sims-Kosloski / Mike Pesch
Sauk Rapids Fire Meetings:	Kathi Sims-Kosloski / Randy Linn
Sherburne Planning Commission:	Jeff Schlingmann / Mike Pesch
Haven Township Zoning Board of Adjustment:	All Board of Supervisors
Haven Township Planning Commission:	All Board of Supervisors
Haven Township Animal Control Warden:	All Board of Supervisors

## **Projects & Areas of Interest**

Audit, Budget & Accounting:	Randy Linn / Mike Zniewski
Road & Bridge:	Mark Knowles
Rail Crossing:	Mark Knowles / Mike Pesch
Right-of-Way Permits	Mark Knowles / Kathi Sims-Kosloski
Franchise Agreements:	Kathi Sims-Kosloski / Mike Zniewski
Zoning / Platting Administration:	Jeff Schlingmann
MS4 Permit Compliance:	Jeff Schlingmann
Mining Restoration Plans:	Kathi Sims-Kosloski / Mark Knowles
Wild & Scenic River:	Mike Pesch / Jane Korte (citizen rep.)
Haven Township Clean-Up Day:	Kathi Sims-Kosloski
Safety Director:	Kathi Sims-Kosloski / Gloria Plombon (citizen rep.)

Supervisor Kathi Sims-Kosloski seconded the motion. The motion carried.

## **BUSINESS FROM THE SUPERVISORS**

Chairman Jeff Schlingmann – None

Zoning Issues: None

Supervisor Randy Linn – None

Supervisor Mike Pesch – None

Supervisor Mark Knowles – None

Supervisor Kathi Sims-Kosloski – None

**CLERK UPDATE ITEMS**

Supervisor Mark Knowles made a motion to set the Annual Haven Township Clean-Up Day on Saturday, May 13, 2017, from 8:00 a.m. – 12:00 p.m. Supervisor Kathi Sims-Kosloski seconded the motion. The motion carried.

Supervisor Mike Pesch made a motion to designate the official depositories for the Haven Township Funds for 2017 as Plaza Park Bank, Sherburne State Bank and Wells Fargo Bank of MN. Supervisor Kathi Sims-Kosloski seconded the motion. The motion carried.

Supervisor Mark Knowles made a motion to approve electronics funds transfer for all vendor payments and payroll from the checking account. Supervisor Mike Pesch seconded the motion. The motion carried.

Supervisor Mark Knowles made a motion to designate the official publication paper for legals the Citizen-Tribune (Paper of Becker, MN) and at the three posting locations: Haven Township Hall, County Road 3 / 65<sup>th</sup> Avenue, and County Road 8 / 42<sup>nd</sup> Street. Supervisor Kathi Sims-Kosloski seconded the motion. The motion carried.

Supervisor Mike Pesch made a motion to set the rates of compensation as follows:

Supervisors:	\$80.00 per meeting & \$30.00 per hour
Clerk/Treasurer:	\$80.00 per meeting & \$30.00 per hour
Deputy Clerk:	\$80.00 per meeting & \$30.00 per hour
Election Judges	\$30.00 per hour
Hall Maintenance Employees:	\$25.00 per hour
Miscellaneous Temporary Employee:	\$25.00 per hour
Mileage per IRS Standards 2017:	Mileage per IRS Standards

Supervisor Mark Knowles seconded the motion. The motion carried.

Supervisor Mark Knowles made a motion to set the regular meeting dates as talked about. They would be the third Monday of the month at 7:00 p.m., January & February the fourth Monday at 7:00 p.m., due to holidays. Supervisor Kathi Sims-Kosloski seconded the motion. The motion carried.

Internet Service – The Board Members discussed getting a better internet/phone package for the Township Hall. Supervisor Mark Knowles made a motion to go with the Business Ultimate plus Phone Package from Frontier. The cost should be around \$100.00 per month for the plan, plus the set up fee to install and the other costs to get it going. Supervisor Kathi Sims-Kosloski seconded the motion. The motion carried. The Clerk will see if he can get this completed by the next board meeting.

**PUBLIC TIME - BUSINESS FROM THE FLOOR**

Gary Kiffmeyer asked the Board Members if they are going to put some sort of signage on Hwy 10 to let people know that the road is not County Road 66 anymore and that it is

called Haven Road. Supervisor Mark Knowles will check with Sherburne County on this. Sherburne County was supposed to put the new signs up.

Residents from Sherwood Shores West – Jeff Skumautz, Kim Meyer, Susan Wendt, Jerry Hess, Judy Hess and Robert Larson addressed the Board Members with concerns on how 36<sup>th</sup> Avenue SE is breaking up into pieces and needs repair. They are concerned that the road will be put back to gravel and they do not want that. The Board had told them that the Township was going to repair and fix this road, but the Board could not get 100% of the property owners to sign the construction easements that they needed to continue with that project. The Township even had the funding set aside to do that project. The residents asked how they could bring this project back alive to get the road fixed or if it was possible to shift the road. Could the road be milled and have an overlay? Supervisor Mark Knowles stated it would cost three times as much if the Township would shift the road. After more discussion, the Board gave these people the direction to go back and contact all the neighbors. The neighbors should get a petition of 100% of the property owners stating that they will sign the construction easement. Then, bring the petition back to the Township Board. When that is complete, then the Board can get the project of 36<sup>th</sup> Avenue SE back on the schedule for improvement.

**COMMUNICATIONS**

MN Association of Townships – Clerk and Board of Equalization Training

**ADJOURN**

It was moved by Chairman Jeff Schlingmann seconded by Supervisor Mark Knowles to adjourn the meeting. The motion carried, and the meeting was adjourned at 9:04 p.m.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk / Treasurer

\_\_\_\_\_  
Date