

**MINUTES OF THE HAVEN TOWN BOARD MEETING**  
**July 18, 2022**

**CALL TO ORDER**

The Haven Town Board met at the Haven Town Hall on Monday, July 18, 2022. The meeting was called to order at 7:00 p.m. by Chairperson Kathi Sims-Kosloski. Members present: Supervisor Kathi Sims-Kosloski, Supervisor Eric Meyer, Supervisor Randy Linn, Deputy Treasurer Roger Johnson and Deputy Clerk Tammy Schefers. There were several others who attended the meeting in person and several on and off via zoom.

**SHERBURNE COUNTY SHERIFF REPORT**

Sergeant Geoff Dowty had asked Sergeant Aaron Sturm to report for him. There were 146 incidents for the month of June. The board had asked a couple of questions in regards to 45<sup>th</sup> Avenue SE road damage from farm equipment. Sergeant Sturm answered their questions.

**APPROVAL OF AGENDA**

Supervisor Eric Meyer made a motion to accept and approve the agenda with adding under New Business; Voting/Election Judges – Penny Weihrauch. Supervisor Randy Linn seconded the motion. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn - Aye; The motion carried.

**READING OF THE MINUTES**

Supervisor Eric Meyer made a motion to approve the June 20, 2022 board meeting minutes. Supervisor Randy Linn seconded the motion. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn - Aye; The motion carried.

**BUILDING PERMITS**

Just for reference; Sherburne County sends an e-mail report of building permits each month to the Clerk for all the Townships. There were seventeen building permits for Haven Township this month.

**LIST OF CLAIMS**

Arvig Communications Systems	\$ 263.95
Electronic Federal Tax Payment System	\$ 3,101.39
Mark Knowles	\$ 32.76
Randy Linn	\$ 87.72
Eric Meyer	\$ 270.67
Tammy Schefers	\$ 141.79
Kathi Sims-Kosloski	\$ 419.70
Mike Zniewski	\$ 181.43
Michael Pesch	\$ 40.95
Shift Technologies, Inc.	\$ 177.00
B & G Excavating, Inc.	\$ 3,979.50
Kenny Knowles	\$ 20.00

Linda Kozak	\$ 284.00
Clear Lake Township	\$ 1,635.00
Bogart, Pederson & Associates, Inc.	\$ 910.00
St. Cloud Times	\$ 218.14
MN Association of Townships	\$ 65.00
Cloudnet	\$ 48.00
Total:	\$ 11,877.00

Payroll (Separate)	\$ 13,239.46
PERA (Deposit)	\$ 1,815.39

Supervisor Eric Meyer made a motion to accept and approve the claims as stated. Supervisor Randy Linn seconded the motion. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn - Aye; The motion carried.

## **PUBLIC COMMENT**

None

## **OLD BUSINESS**

**Lease Agreements – Imholte & Kozak** – Supervisor Kathi Sims-Kosloski has completed this process.

**Road Planning & Bonding Options** – Supervisor Eric Meyer will meet with Astech and Wes Davis on Thursday, July 21, 2022 to discuss using a double chip seal on 65<sup>th</sup> Street SE and 55<sup>th</sup> Avenue SE.

## **County Road 65 - 45<sup>th</sup> Avenue – Hwy 10 Realignment** – No New Updates

**40<sup>th</sup> Street Culvert** – Supervisor Eric Meyer made the comment that the culvert is starting to cave in, so we must do something soon to repair this. He spoke with a contractor and got an approximate bid of \$23,000.00 to replace the culvert with a new steel one. However, Sherburne County and the DNR would like to see cement or plastic one in its place. After discussion, Supervisor Eric Meyer made a motion that the board should get this taken care of as soon as possible; subject to additional costs needed for a cement or plastic culvert vs. a steel one and building up a dam to road reclaim and reconstruction of this area. Supervisor Randy Linn seconded the motion. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn - Aye; The motion carried. Supervisor Eric Meyer will continue working on this project to get it taken care of.

**Funds Authorization** – Supervisor Eric Meyer has been working with US Bank to get signature cards for the Treasurer, Chairperson and Appointed Supervisor. They have not been very helpful in responding to this request. He will continue to see what he can do.



## **NEW BUSINESS**

**Voting/Election Judges** – Penny Weihrauch spoke with the board members on how the primary election is coming soon and her election judges need to be approved for the primary and general elections for this year. She also made the comment that Lynn Schneider will be shadowing her to learn the process of the head judge for the future. The judges are all in the process of taking the training courses needed. Haven Township has split into two precincts this year. The primary elections are held on August 9, 2022 7am-8pm and the general elections are held on Tuesday, November 8, 2022. Supervisor Randy Linn made a motion to accept and appoint the election judges without knowing their affiliation for the 2022 elections. The judges will be Penny Weihrauch; Lynn Schneider; Diane Reed; Corrine Hibbard; Kim Koepp; Laura Ludwig; Jon Schmitt; Dale Johannes; Kathy Johannes; Bonnie Skillrud; Keith Olson; Jan Olson; Mike Zniwski; Tammy Schefers and one Jr. Election judge Clara Schefers. Supervisor Eric Meyer seconded the motion. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; The motion carried.

**Clerk/Treasurer Separate Roles** – The board members discussed the options of having a separate clerk and treasurer positions. This must be a ballot item that needs to be placed on the general elections ballot for the town electors to decide upon. The board also mentioned that they still wish to keep these two positions to be appointed vs. elected. After the board discussed this; Supervisor Kathi Sims-Kosloski made a motion to submit the question to adopt appointed position of Treasurer to the electors, which would change the township government to allow new position of appointed Treasurer. Supervisor Eric Meyer seconded the motion. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; The motion carried. The question will be published and posted before the general election on November 8, 2022. The question on the general election ballot will read; shall option B, providing for the appointment of a separate treasurer by the town board, be adopted for the government of the town? -Yes - No

**Consider Switching Banks for Township Funds** – Supervisor Eric Meyer talked about how it is difficult to work with US Bank. He has been trying to get signature cards for the past several weeks. They also do not pay good interest on the money the township has there. The board is considering switching banks. Supervisor Randy Linn will research different bank options within the next month and bring his findings to the August Meeting.

**Full CTAS Process** – Deputy Treasurer Roger Johnson talked to the board members about getting an updated laptop for the treasurer position so it can handle the full CTAS Program needed for the townships recording and reporting. After discussion on this; Supervisor Randy Linn made a motion to purchase a new laptop for the treasurer position that will support the full CTAS Program and not to exceed the amount of \$3,000.00 for this purchase. Supervisor Kathi Sims-Kosloski seconded the motion. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; The motion carried.



**Rick Weible** – Rick Weible was back via zoom this month to continue from last months presentation on Election Security. He gave a short half hour presentation on how he feels it is very important to inform the public on what is happening within Minnesota and other states with the voting machines. He made the comment that, we don't know what we don't know and it's important to look at every step of the process to understand the law and equipment. Better security; better systems; clarity is his concern. It was suggested that the election judges should go back to hand counting ballots for the results.

After the board discussed this; Supervisor Randy Linn made a motion to not use the machines and tabulators provided by Sherburne County for the upcoming elections and go back to hand counting all of the ballots. The motion died, due to lack of a second.

Then, Supervisor Eric Meyer made a motion to use the machines and tabulators provided by Sherburne County for the Primary Election; Plus, Count the ballots by hand and document the steps (a dynamic diary) involved in the process to make sure that the results came out the same. Supervisor Kathi Sims-Kosloski seconded the motion. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn - Nay; The motion carried.

Head Judge Penny Weihrauch made the comment that when she first started being an election judge in the 1970's, hand counting was the only way they counted the ballots for the votes. She is not opposed to using the machines, and she will also have her and her election judges count them by hand if that is what the board wishes. We all want to make sure Haven Township is accurate on all accounts.

**Hammer Agreement-** This is for informational purposes for the board this month. Supervisor Eric Meyer wanted to share with the board that he is working with the Hammer Family for an agreement to hold water in the farm field next to Sherwood Shores West (36<sup>th</sup> Ave SE) for better run-off drainage. He would like to see the water be retained onto the farmer's field. Items that were discussed were: right-of-way permit; soil movement; make a holding pond on the farmer's property; dig the township ditch deeper; grass clippings and berms. Supervisor Eric Meyer would like to in the future have an open house at the township hall for the property owners that this will affect. Supervisor Kathi Sims-Kosloski would also like to be involved in the open house when it takes place.

## **BUSINESS FROM THE SUPERVISORS**

### **Supervisor (Chairperson) Kathi Sims-Kosloski –**

*Clean-Up Day-* Supervisor Kathi Sims-Kosloski reported that the clean-up day was another good year of recycling. The township had 184 households participate. There were 128 electronics; 50 appliances; 260 tires; 43 batteries; 88 mattresses; 9.8 tons of garbage; 5,015 pounds of scrap metal; 40 bikes to donate to bikes4kids; two pick-up trucks of recycled plastic for the master gardeners; and 39 water nitrate tests taken that day from Sherburne County Soil & Water.



*Sherburne County Planning Commission Update:* She will be attending the meeting on Thursday, July 21, 2022 there is one item on the agenda that pertains to Haven Township; Jason Brott requests an Interim Use Permit for a Home Business in Accessory Building-Automotive Work.

Supervisor Kathi Sims-Kosloski also mentioned that she will be attending the Minnesota Association of Townships meeting held on Thursday, August 11, 2022 in Lindstrom, MN at the Chisago Lake Township Hall – They are good informational meetings to attend.

**Supervisor Mark Knowles** – None (Absent)

**Supervisor Eric Meyer**–

*Revert Planning & Zoning to Sherburne County* - Supervisor Eric Meyer brought up to the board members about reverting Planning & Zoning back to Sherburne County. Supervisor Kathi Sims-Kosloski made the comment that the past 18 months she has had several issues to deal with in regards to Planning & Zoning. She would like to see it go back to the County and not go to the City of St. Cloud. Supervisor Eric Meyer will talk with Lynn Waytashek from Sherburne County to see how they feel about the transition. He will bring back his findings to the August Meeting for more discussion.

*911 Signs* – Supervisor Eric Meyer had a question brought up to him about a resident having more than one 911 sign at a residents home in Sherburne County. For example; one 911 sign would be for the upper part of a home and one 911 sign would be for a rental unit in the basement or a 911 sign for a residents home and a 911 sign for an out building on the same property. He is still looking into this and will report back at the August Meeting on what he finds out.

Supervisor Eric Meyer discussed Fiber options within our township and how a portion of our township is underserved. He is working on a solution for that, by working with Sherburne County and Arvig for cost sharing and also maybe using the ARPA funding for this.

**Supervisor Randy Linn** – He will be working on looking into other bank options for the township funds for the August meeting.

**Supervisor Michael Pesch** – None (Absent)

#### **CLERK UPDATE ITEMS**

The Oath of Office was completed by Deputy Clerk Tammy Schefers & Deputy Treasurer Roger Johnson with the Clerk Mike Zniewski on June 27, 2022.

Supervisor Kathi Sims-Kosloski made a motion to accept and approve the mileage changing from 58.5 cents (1/1/2022-6/30/2022) to 62.5 cents (7/1/2022-12/31/2022). Supervisor Eric Meyer seconded the motion. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn - Aye; The motion carried.

The board members discussed considering a checkbook for small payments. After discussion on this; Supervisor Eric Meyer made a motion that the board should keep a standard process and give the deputy clerk and deputy treasurer permission to purchase checks to be compatible to use with the CTAS Program for smaller payments if needed. Supervisor Randy Linn seconded the motion. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn - Aye; The motion carried.

It was brought to the board's attention that it would be easier to go back to monthly payroll & expense reimbursements instead of quarterly. So the board can see all the transactions of payroll monthly vs. quarterly when needed. If a board member wishes to wait to turn a time sheet in for more than one month, that is fine, but the deputy clerk and deputy treasurer will turn them in monthly.

There was also discussion on the township researching on getting a credit card and also changing the lock box code.

Informational only; the deputy clerk will be purchasing supplies needed for the township hall within the next couple of months; such as extra ink for the copier; paper; flags; paper shredder; vacuum cleaner; etc...

There are several important signed documents within the township office; so those papers will be transferred into the fire proof locked file cabinet.

## **COMMUNICATIONS**

MN Association of Townships – Online Training / Newsletter Updates / Meetings  
Sherburne County Planning & Zoning – Public Hearings  
Sherburne County Association of Township Meeting Agenda  
Sherburne County Comprehensive Land Use Plan  
Sherburne County Kennel License Extension  
Resident Concern - Road Ditch Mowing

## **OPEN FORUM**

Lisa Henrickson commented to the board members on the capability of the voting machines. She had attended a public showing at the St. Cloud Public Library of how these machines work and she made the comment that it scared her. If anyone is interested in this, there is another showing with these machines at the Big Lake Public Library coming up and Eric VanMechelen is the presenter.

Another concern that she had brought up to the board members, while sitting in the audience she heard this question; if Supervisor Eric Meyer is running for County Commissioner, should he be able to have a key to access the Haven Township Building and the Haven Township Hall Office?



## ADJOURN

It was moved by Supervisor Eric Meyer seconded by Supervisor Randy Linn to adjourn the meeting. Role Call was taken; Supervisor Kathi Sims-Kosloski – Aye; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; The motion carried, and the meeting was adjourned at 10:05 p.m.

Kathi Sims Kosloski  
Chairperson

8-15-2022  
Date

Johnny Schesters  
Deputy Clerk-Acting Clerk

8-15-2022  
7-18-2022  
Date