

Wacouta Township April 10, 2023 Meeting Minutes

Following is the written text of the business transacted by the Wacouta Board of Supervisors at its monthly meeting held on April 10, 2023. Board members present were: Supervisors John Plehal, George Thoma, and Daryl Franklin. Also, Laan Dommer, Clerk/Treasurer was present. The meeting was held at the town hall, 27700 Grace Trail, Red Wing, Minnesota.

- 1) Clerk/Treasurer Laan Dommer called the meeting to order at 6:00 p.m. He asked for a determination for the Chair of the Wacouta Board of Supervisors. Franklin made a motion to approve John Plehal as chair of the Wacouta Board of Supervisors; seconded by Thoma. The motion carried.
- 2) Approval of the March 13, 2023, monthly meeting, and special meeting (road tour) on April 6, 2023, minutes: Franklin made a motion to approve the minutes of 3/13/2023 and 4/6/2023; seconded by Thoma. The motion carried.
- 3) Old Business:
 - a) Prairie restoration contract review: Franklin made a motion to approve the contract with Prairie Restoration, Inc. for a two-year maintenance contract. This includes 2-3 treatments a year, and when needed a control burn. The contract total is \$14,330. The motion was seconded by Thoma. The motion carried. Diane Mueller has volunteered as a consultant if further work may be considered.
 - b) Annual meeting topics: Topics from the annual meeting were covered in a newsletter sent out to residents. This included a referral to Waste Management for those who need recycling bins.
- 4) New Business
 - a) Roads and Trail:
 - i. Plehal reviewed the road tour: The Board along with advisors evaluated the township roads, trail, culverts, bridges, and signs. From that tour and notes the recommendations will be discussed tonight.
 - ii. Road/trail projects determination: Supervisors suggested a prioritization of several projects and then look at funds available to complete them as bids come in. This included two sections that started last year (1) the far western end of Lakeview (*0.3 miles*) and (2) the northeastern end of Sevastopol Road (*0.3 miles*). A suggestion is to prioritize the completion of these two areas. Other recommendations are to fog-seal road sections (*usually 5-7 years after initial road placement*). Other areas of potential need are gravel placement along some edges of roads and crack filling along the trail.
 - iii. Sign upgrades: Thoma said some of the signs are being worked on and others are being ordered for placement or replacement.
 - iv. Mowing contracts: The township hires different mowing contractors for various areas. The mowing contracts are basically separated into three areas for the hiring of contractors.

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The first area, or Track 1, is along Lakeview Avenue (*ditches*); Track 2 includes the town hall, ballpark, cemetery, and along the trail edge; Track 3 is to be determined but may include ditches along Wacouta Road & Sevastopol area.

Thoma read the details of the bids to be requested for the public notice.

Franklin made a motion to submit public notice with stated details for the Road and Mowing bids & quotes; seconded by Thoma. The motion carried.

Plehal, Thoma, and Dommer will write the public notice and submit it as soon as possible, with results to be reviewed at the next monthly meeting.

- v. State & Local Fiscal Recovery Fund (*SLFRF*) report: Dommer stated that the 2022 report, due for posting by April 30, 2023, has been completed and submitted.
- b) Planning and Zoning:
 - i. Permits: No new permits were discussed. Recent building projects within the township were briefly discussed.
- c) Town Hall, Cemetery, & adjacent areas:
 - i. Website: Kyle Mehrkens asked the Board for input to further upgrade the official township website. Thoma suggested the insertion of a link to the zoning ordinance.
 - ii. Seasonal plans: Franklin discussed upcoming plans to survey portions of the cemetery. Also, some large overhanging oak limbs were cut in the northwest corner of the cemetery. Cleanup within the cemetery grounds was briefly considered.
 - iii. Recreational areas: Dommer stated that he will make the pickleball net available soon. Plehal stated that he is asking for another contractor to bid on resurfacing the court.
- d) Flood preparation: Some areas of the town hall parking and the ballpark will be available for parking for residents affected by the flood. It is asked to email the township (wacoutatownship1853@gmail.com) if their vehicles are stored there.
- e) Annual Reorganization tasks:
 - i. Selection of Town Board Chair: John Plehal (*as above*)
 - ii. Adopt a schedule of the Board's Regular Meetings: previously completed at the December 2022, monthly meeting, for the entire year of 2023 (*the second Monday of each month at 6 PM, except October 10 due to a holiday*). Posted on the town hall bulletin board. Also, added by consensus, are 2024 meetings, until the organizational meeting in April, are January 8, February 12, March 11, and April 8, 2024, all at 6 PM.
 - iii. Designate an official newspaper: Consensus was made to use Republican Eagle as the official newspaper.
 - iv. Set compensation for town officers and employees: Consensus was made to keep the compensation of the officers and employees the same as in 2022. The consensus was made to allow compensation for (1) the deputy clerk/treasurer, equivalent to the meeting fee of a supervisor. This is to be paid, or the option to volunteer that amount, if the clerk/treasurer is absent and requires the meeting attendance of the deputy clerk/treasurer; and (2) for the annual meeting moderator of \$100.

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- v. Designate a supervisor to fill duties created by the town board:
 - Road signs: George Thoma
 - Cemetery & town hall: Daryl Franklin
 - Road and bridge: John Plehal
 - Trail: John Plehal
 - Ditches & weeds: George Thoma
 - Friends of Wacouta: John Plehal
 - Picnic: George Thoma & Daryl Franklin
- vi. Designate posting places in the township: the bulletin/posting board, at the front entrance of the town hall.
- vii. Designate a bank as the town depository: Consensus was made to designate Merchants Bank as the official depository.
- viii. Consider potential conflict of interest issues: The supervisors stated that there are no conflicts of interest issues.
- ix. Review and amend Board policies as needed: None are needed.
- x. Confirm compliance with planning & zoning 60-day rule: The township complies with the rule.
- xi. Confirm the financial reporting form has been completed and returned to the State Auditor's Office: Dommer stated that it has been completed and returned, as well as completion of the audit review required for 2022.
- xii. Identify upcoming training opportunities: Plehal referred to the MAT seminars provided. Also, discussion on local/county meetings was discussed.
- xiii. List of officers: Dommer confirmed that this list has been sent to the MAT and Goodhue County.
Franklin made a motion to approve the above actions & designations (*i. through xiii*); seconded by Thoma. The motion carried

5) Treasurer's Report as of March 31, 2023.

- a) Bills were presented in the amount of \$ 16,869.97 to be paid for the January 2023 checks (*disbursements & payroll*).
Thoma made the motion to approve the Treasurer's report and bills for \$ 16,869.97; seconded by Franklin. The motion carried.
- b) Dommer opened a discussion brought forth from the 2023 Annual meeting to consider certificates of deposits for the investment of the township funds. After discussion and input by residents, it was suggested to revisit this subject at a future meeting, after a more detailed review.
- c) Approve a second meeting (*special meeting/road tour*) for payroll: Plehal made a motion to approve a second meeting for payroll for the April 6, 2023, road tour; seconded by Franklin. The motion carried.

6) The next scheduled monthly meeting is Monday, May 8, 2023, at 6:00 p.m.

Thoma made a motion to adjourn, seconded by Franklin. Motion carried at 7:42 PM.

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-Submitted by Laan Dommer