

LeSauk Township Qualifications/Reorganization Meeting
January 3, 2017

The LeSauk Township Qualifications/Reorganization Meeting was called to order by Vice-Chairman Jeff Westerlund at 7:00 p.m. in the Town Hall.

In attendance: Supervisor Dan Heim, Supervisor Jeff Westerlund, Supervisor-Elect Shawn Omann, Treasurer Josh Bentley and Clerk-Elect Marlyce Plante.

Oaths of Office were taken by Supervisor-Elect Shawn Omann and Clerk-Elect Marlyce Plante. As the Town Board members discussed the different assignments for 2017, Supv Heim & Supv Westerlund gave a brief history of the assignments to newly elected Supv Omann.

APPROVAL OF AGENDA – SUPV HEIM MOTIONED TO APPROVE THE AGENDA AS PRESENTED, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

CHAIRMAN & VICE-CHAIRMAN - SUPV HEIM NOMINATED JEFF WESTERLUND AS CHAIRMAN FOR 2017, SECOND BY SUPV OMANN. SUPV WESTERLUND DECLINED THE POSITION.

SUPV WESTERLUND NOMINATED SUPV HEIM AS CHAIRMAN FOR 2017, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

SUPV HEIM NOMINATED SUPV WESTERLUND AS VICE-CHAIRMAN FOR 2017, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

PUBLICATIONS & POSTINGS – SUPV WESTERLUND MOTIONED TO USE THE ST. CLOUD TIMES AS THE OFFICIAL PUBLICATION NEWSPAPER AND OR THE TOWNSHIPS FRONT DOOR WINDOW AS THE OFFICIAL POSTING PLACE FOR ALL NOTICES, SECOND BY SUPV HEIM, MOTION CARRIED 3-0.

ENGINEER – SUPV WESTERLUND MOTIONED TO RETAIN S.E.H. ENGINEERING AS THE TOWNSHIPS ENGINEERING FIRM AND IF NECESSARY OR IF NEEDED, THE USE OF ANOTHER ENGINEERING FIRM AT THE DISCRETION OF THE TOWN BOARD, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

Clerk Plante will contact SANTEC to see if Jeff Rasmussen is still available along with their firm, to handle G.I.S. Services and Mapping for the township.

ATTORNEY – SUPV WESTERLUND MOTIONED TO RETAIN ATTORNEY TROY GILCHRIST OF KENNEDY-GRAVEN CHARTERED AS THE TOWNSHIPS ATTORNEY, SECOND BY SUPV HEIM, MOTION CARRIED 3-0.

BUILDING INSPECTOR CONTRACT – Discussion of the building inspector contract will be held during the regular scheduled meeting. Clerk Plante was asked to email and ask Mr. Barsody to attend an upcoming meeting.

DEPOSITORY OF TOWNSHIP FUNDS – SUPV HEIM MOTIONED TO RETAIN THE EXISTING ACCOUNTS USED BY THE TREASURER WITH THE ASSURANCE THEY ARE FDIC INSURED (WHICH IS NOW \$250,000) AND IF CHANGES ARE NEEDED DURING THE YEAR, TREASURER

BENTLEY MUST DISCUSS WITH THE TOWN BOARD FOR APPROVAL, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

OTHER APPOINTMENTS

Sartell Summer Recreation/Community Ed Advisory Council– SUPV WESTERLUND MOTIONED TO APPOINT SHAWN OMANN AS THE REPRESENTATIVE OF THE TOWNSHIP FOR THE COMMUNITY EDUCATION ADVISORY COUNCIL/SUMMER REC PROGRAM, SECOND BY SUPV HEIM, MOTION CARRIED 3-0.

Full Body APO – SUPV HEIM MOTIONED TO HAVE SHAWN OMANN, JEFFREY WESTERLUND AND DAN HEIM AS REPRESENTATIVES OF LESAUK TOWNSHIP ON THE FULL BODY APO BOARD, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

Executive APO Board member – SUPV HEIM MOTIONED TO HAVE SUPV WESTERLUND REPRESENT THE TOWNSHIP ON THE APO EXECUTIVE BOARD, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

Joint Planning Board Members – SUPV WESTERLUND MOTIONED TO HAVE THE THREE EXISTING MEMBERS, SUPV OMANN, SUPV WESTERLUND AND SUPV HEIM REPRESENT THE TOWNSHIP ON THE JOINT PLANNING BOARD, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

Road Supervisor – SUPV HEIM MOTIONED TO HAVE SUPV JEFF WESTERLUND AS THE TOWNSHIP ROAD SUPERVISOR WITH ASSISTANCE BY SUPV OMANN, HEIM OR TREASURER BENTLEY WHEN NEEDED, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

Site Plan Supervisor – SUPV HEIM MOTIONED TO HAVE TOWNSHIP RESIDENTS ATTEND A TOWNSHIP MEETING FOR APPROVAL OF SITE PLANS , SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

Weed Inspector – SUPV WESTERLUND MOTION TO APPOINT CLERK PLANTE AS THE TOWNSHIPS WEED INSPECTOR AND DAVID PLANTE AS A “BACK-UP”, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

Junkman Services – Steve Lovett – SUPV HEIM MOTIONED TO HAVE JUNKMAN SERVICES COORDINATE THE 2017 ANNUAL TOWNSHIP CLEAN UP DAY, SECOND BY SUPV OMANN, MOTION CARRIED 3-0. Clerk Plante will contact Mr. Lovett to attend an upcoming meeting to discuss the date and plans for the clean up day.

Deputy Clerk – Clerk Plante will contact Sue Heim and report at the first regular scheduled meeting in January.

Deputy Treasurer – Treasurer Bentley is looking for a deputy treasurer and will report at the next meeting if possible.

TOWNSHIP OFFICERS COMPENSATION –

CLERK – SUPV WESTERLUND MOTIONED TO SET THE CLERK’S SALARY AT \$800 PER MONTH, MILEAGE AT THE FEDERAL REGULATION AND A \$25 PER DAY MEAL

REIMBURSEMENT, SECOND BY SUPV HEIM, MOTION CARRIED 3-0.

TREASURER - SUPV WESTERLUND MOTIONED TO SET THE TREASURER'S SALARY AT \$400 PER MONTH, MILEAGE AT THE FEDERAL REGULATIONS AND A \$25 PER DAY MEAL REIMBURSEMENT, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

SUPERVISORS – SUPV WESTERLUND MOTIONED TO SET THE SUPERVISORS SALARY AT \$350 PER MONTH, MILEAGE AT THE FEDERAL REGULATIONS, \$25 PER DAY MEAL REIMBURSEMENT AND \$18 PER HOUR FOR ROAD WORK AND OTHER SUPERVISORS WORK, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

TOWNSHIP MEETINGS & HOURLY RATE FOR ALL BOARD MEMBERS – SUPV OMANN MOTIONED TO SET THE MEETING & HOURLY RATE FOR ALL TOWNSHIP BOARD MEMBERS & JOINT PLANNING BOARD MEMBERS AS FOLLOWS: \$55 FEE PER MEETING, AND RECEIVE AN HOURLY RATE OF \$18 PER HOUR AFTER A 4 HOUR OR MORE MEETING, REIMBURSEMENT OF MILEAGE AT THE FEDERAL REGULATION RATE, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

Central Minnesota Water Education Alliance(CMWEA)National Pollutant Discharge & Elimination System (NPDES) – SUPV HEIM MOTIONED TO APPOINT SUPV WESTERLUND AS THE TOWNSHIPS CONTACT REGARDING THE CMWEA/NPDES INFORMATION, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

ELECTION JUDGES – SUPV WESTERLUND MOTIONED TO SET THE SALARY FOR ELECTION JUDGES AT \$15.00 PER HOUR, \$20.00 PER HOUR FOR THE HEAD JUDGE OR ACTING HEAD JUDGE AS APPOINTED BY THE TOWN BOARD, MILEAGE REIMBURSEMENT FOR THE HEAD JUDGE AT FEDERAL REGULATIONS AND A \$25 PER DAY MEAL REIMBURSEMENT, SECOND BY SUPV HEIM, MOTION CARRIED 3-0.

FEE SCHEDULE – The fee schedule will be reviewed at an upcoming meeting.

ROAD REVIEW SCHEDULE – SUPV HEIM MOTIONED TO SET THE FOLLOWING AS THE SCHEDULE OF THE 2017 ROAD INSPECTIONS:

Dan Heim – January, April, July & October

Jeff Westerlund – February, May, August & November

Shawn Omann – March, June, September, December

The annual road inspection with all town board members attending will be scheduled sometime in the spring, depending on weather conditions. MOTION WAS SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

Other Township Expenses – Discussion was held on the possible purchase of new election booths. Clerk Plante will research costs and present at the annual meeting in March.

There being no further business, SUPV WESTERLUND MOTIONED TO ADJOURN, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

Respectfully submitted,



Marlyce L. Plante

LeSauk Township Clerk