

LeSauk Township Qualifications/Reorganization Meeting

January 7, 2019

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

PRESENT: Supervisor-Elect Dan Heim, Supervisor-Elect Jeff Westerlund, Supervisor Shawn Omann, and Clerk Marlyce Plante.

ABSENT: Treasurer-Elect Vikki Dullinger

APPROVAL OF AGENDA – SUPV OMANN MOTIONED TO APPROVE THE AGENDA AS AMENDED ADDING THE CMWEA REPRESENTATIVE TO OTHER APPOINTMENTS, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

OATHS OF OFFICE – Supervisor Elect Dan Heim and Supervisor Elect Jeff Westerlund read and signed their Official Oaths of Office. Supervisor Heim was elected to a 6-year term and Supervisor Westerlund was elected to a 2-year term. Treasurer-Elect Vikki Dullinger was unable to attend the meeting and will take her Oath of Office at the regular township meeting scheduled for Tuesday, January 8, 2019.

CHAIRMAN & VICE-CHAIRMAN - SUPV OMANN NOMINATED DAN HEIM AS CHAIRMAN FOR 2019, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

SUPV HEIM NOMINATED SUPV OMANN AS VICE-CHAIRMAN FOR 2019, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

PUBLICATIONS & POSTINGS – SUPV HEIM 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 OMANN, MOTION CARRIED 3-0.

ENGINEER – SUPV OMANN 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 WESTERLUND, MOTION CARRIED 3-0.

SUPV OMANN MOTIONED TO RETAIN JEFF RASMUSSEN OF SANTEC ENGINEERING FOR TOWNSHIP G.I.S. MAPPING, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

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

BUILDING INSPECTOR CONTRACT – Discussion of the building inspector contract will be held during a 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 (BANK VISTA & FALCON NATIONAL BANK) USED BY THE TREASURER WITH THE ASSURANCE THEY ARE FDIC INSURED OR AN EQUIVALENT (WHICH IS NOW \$250,000) AND IF

CHANGES ARE NEEDED DURING THE YEAR, THE TREASURER MUST DISCUSS WITH THE TOWN BOARD FOR APPROVAL, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

OTHER APPOINTMENTS

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

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

CMWEA (Central Minnesota Water Education Alliance) Representative – SUPV HEIM MOTIONED TO HAVE SUPV WESTERLUND BE THE TOWNSHIP’S REPRESENTATIVE AT ALL 2019 CMWEA MEETINGS, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

Joint Planning Board Members – SUPV OMANN 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 HEIM, MOTION CARRIED 3-0.

Site Plan Approval – SUPV HEIM MOTIONED TO HAVE TOWNSHIP RESIDENTS ATTEND A TOWNSHIP MEETING FOR APPROVAL OF SITE PLANS BY A CONSENSUS OF THE TOWN BOARD, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

Weed Inspector – SUPV WESTERLUND MOTION TO APPOINT CLERK PLANTE AS THE TOWNSHIPS WEED INSPECTOR, SECOND BY SUPV OMANN, MOTION CARRIED 3-0.

Deputy Clerk & Deputy Treasurer – The Clerk & Treasurer are responsible for finding and naming their own deputy clerk or treasurer. The Town Board discussed possible candidates.

TOWNSHIP OFFICERS COMPENSATION –

CLERK – SUPV HEIM 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 OMANN, MOTION CARRIED 3-0.

TREASURER - SUPV HEIM 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 \$400 PER MONTH, MILEAGE AT THE FEDERAL REGULATIONS, \$25 PER DAY MEAL REIMBURSEMENT AND \$20 PER HOUR FOR ROAD WORK AND OTHER NON-SUPERVISORY 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: \$60 FEE PER MEETING, AND RECEIVE AN HOURLY RATE OF \$20 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.

ELECTION JUDGES – SUPV HEIM 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 WESTERLUND, MOTION CARRIED 3-0.

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

ROAD REVIEW SCHEDULE – SUPV WESTERLUND MOTIONED TO SET THE FOLLOWING AS THE SCHEDULE OF THE 2019 ROAD INSPECTIONS:

Shawn Omann – January, April, July & October

Dan Heim – February, May, August & November

Jeff Westerlund – March, June, September, December

The annual road inspection with all town board members attending will be scheduled between March & April, depending on weather conditions. MOTION WAS SECOND BY SUPV HEIM, MOTION CARRIED 3-0.

Other Township Expenses – Discussion was held on the purchase of a new printer for the Town Hall. Supv Omann will research pricing and report at an upcoming meeting.

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

Respectfully submitted,

Marlyce L. Plante (s)

Marlyce L. Plante
LeSauk Township Clerk