

APPROVED MINUTES

State of Minnesota
County of Chisago
Town of Franconia

The Franconia Town Board met September 6, 2011 at the Franconia Town Hall with the following present: Supervisors: Verner Greene Jr, Sue Thompson, Jim Birkholz, Susan Peterson, Deputy Clerk; David Johnson, Treasurer; Guests: Melissa Glenna.

The meeting was called to order by Verner Greene Jr at 7:32 pm and the pledge of allegiance was waived.

The minutes of the August 16, 2011 meeting were read. Minor changes were made and a motion to approve was made by Jim Birkholz; second by Sue Thompson; motion carried 3-0.

The agenda was set and a motion was made by Jim Birkholz; second by Sue Thompson to approve the agenda. The motion was carried 3-0.

Supervisors Report:

Jim Birkholz reported on the Highway 8 Task Force Meeting on August 22, 2011.

- MN-DOT stated Highway 95 project is complete.
- Intersection Pleasant Valley Road & Highway 8 project is slated for 2012.
- Proposed changes include turn lanes and improved street lighting. .
- Improvements to the Highway 8 and County Road 21/Redwing Avenue intersection in Shafer is a long term goal.

Sue Thompson updated the board on several topics of interest within the area townships.

- The Sheriff's Office is addressing the Federal Mandated 800 megahertz radio update. The Shafer/Franconia Fire and Rescue Squad will receive an estimated 15 radios. The transition will cycle in new radios over the next 2 years. Annual subscription cost currently set by the County Commissioners is \$480 per radio, per year. The cost will be reviewed in a year. Life expectancy of the new radios are 3-5 years. Discussion took place regarding the possible impact on the township. The issue will be presented to the Board at the September 7th, 2011 County Commissioner meeting.
- Several townships in the area use EEO Insurance from local sources.
- Lent Township is working on an 18-hole Frisbee Golf course.
- The 2011 Annual Conference is November 17- 19th at Arrowwood Resort in Alexandria.
- CCATO/Chisago County Association of Township Officials is September 28th, 2011.

Clerk Report:

4 Zoning Permits were submitted.

A resident reported to Susan Peterson that several dead birds were deposited on the side of the road at regular intervals on the Franconia Village hill. The resident reported the incident to the MN DNR; the DNR stated they would pick up the birds. When not collected, Stan Anderson was contacted and he resolved the matter.

Treasurer Report:

Preliminary report for August 2011 was submitted. \$10,057.64 total in claims were submitted. Motion was made by Sue Thompson to accept report and second by Jim Birkholz. Motion carried 3-0.

Discussion regarding funds available for road repairs before the snow comes. Jim Birkholz will work with Stan Anderson regarding these repairs.

Old Business:

- Discussion surrounding the use of the Town Hall. The facility will be available for meetings led by public officials to conduct public business. Proposed meetings must be presented to Franconia Township Supervisors Board in a timely manner for approval. A form will be created.
- Motion was made by Verner Greene Jr and second by Jim Birkholz to accept the resignation of Franconia Township Clerk John Jackson. Motion carried 3-0.
- Melissa Glenna was appointed new Franconia Township Clerk by secret ballot with Treasurer Dave Johnson tallying the votes. She was sworn in by Township Supervisor Chairman Verner Greene Jr. Melissa Glenna appointed Susan Peterson as acting Deputy Clerk. Susan will assist Missy with training through September and October and also attend both October township meetings to create a smooth transition.
- Clerk compensation was discussed. No changes will be made prior to the March annual meeting.
- Deputy Clerk compensation was set at \$10/hour and \$35/meeting. Deputy Clerk will be available for October meetings and moving forward on an 'as needed' basis. Motion was made by Verner Greene Jr and second by Sue Thompson. Motion carried 3-0.
- Equipment needs and costs for Clerk position were discussed. Susan Peterson will submit costs for equipment expenses incurred from January 1 - September 2011.
- Motion was made to approve a laptop, printer and other miscellaneous office supplies needed for Melissa Glenna to properly carry out the roll of Franconia Township Clerk. She will research laptops and printer and propose her recommendation to the board at the October 4th meeting. Motion made by Jim Birkholz and second by Verner Greene Jr. Motion carried 3-0.

New Business:

- Retirement Party for John Jackson was discussed. Sue Thompson will contact John to set a date.
- No Meeting: Tuesday, September 20th, 2011. Susan Peterson will post. Motion made by Verner Green Jr and second by Sue Thompon. Motion carried 3-0.
- Motion made by Jim Birkholz, second by Verner Green Jr to authorize payroll processing for September 20th.
- Melissa Glenna to be added as a signer for checks.
- Claim numbers will be recorded in the official minutes but will not be noted in minutes posted on the Franconia Township website.

Maintenance Supervisor Report/ Stan Anderson:

- Rental of a brush mower will be followed up with Verner Greene Jr or Jim Birkholz.
- Tires are needed on the grader.
- Exhaust manifold system on the plow truck is needed. Estimate to be provided by Stan Anderson at the October meeting.
- Residential request for grading on private property was declined.
- Repair requests for several gravel roads in the township were addressed.
- Residents noted appreciation of gravel work to area roads.

Upcoming Meetings:

- Fire Joint Powers Board: second Monday last month of each quarter. (Sept)
Sue Thompson is compiling a book of the bi-laws, monies and accounts.
- Township Association meeting: September 28th, 2011.
- Website Board: First Thursday of each month.

Motion to adjourn was made at 10:07 pm by Jim Birkholz; second by Sue Thompson motion carried 3-0.

Next Meeting: Tuesday, October 4, 2011 at 7:30 pm.

Respectfully submitted;

Susan J Peterson

Franconia Deputy Town Clerk