

## APPROVED MINUTES

State of Minnesota

County of Chisago

Town of Franconia

The Franconia Town Board met on April 3, 2012, at the Franconia Town Hall with the following present: Supervisors: Verner Greene Jr., Jim Birkholz, Sue Thompson, Missy Glenna, Clerk, Treasurer, Dave Johnson, Deputy Treasurer, Barb Kienberger, guests, Bob Biernaugel from Aggregate, and Kevin Bannon from Hardrives Inc.

The meeting was called to order by Verner Greene Jr. at 7:31 p.m. The pledge of allegiance was said.

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

The minutes of the March 20, 2012, meeting were read by Missy Glenna and a motion to approve the minutes was made by Jim Birkholz and seconded by Sue Thompson; motion carried 3-0.

### **Citizen/Public Comments:**

Kevin Gannon from Hardrives Inc. stated that the Highway 8 split pairs project through Lindstrom will be starting April 16, 2012, and will go through the summer. They are a subcontractor for paving and the project will start May 7, 2012.

Bob Biernaugel from Aggregate Industries informed the board that they expect high levels of truck traffic starting mid-April through mid-June. Their hours of operation are 6am-8pm Mondays through Saturdays. Aggregate Industries has a 24-hour number 651-683-8102 for questions or concerns.

There was a citizen comment that Quinlan Avenue between Panola and 240<sup>th</sup> Street is rough. Stan has graded the road the day following the notification.

### **Supervisor's Report:**

Sue Thompson attended the Chisago Lakes Library meeting. The library will be receiving the title for the parking lot in the near future.

### **Clerk's Report:**

- Resolution No.2012\_\_\_\_\_ re-establishing Franconia Township's polling place as the Town Hall due to redistricting was approved by the Supervisors on a vote of 3-0.
- Recycling Day June 9 was discussed

### **Treasurer's Report:**

- None at this time.

### **Old Business:**

- Resolution 201204-02 for  
was brought forward by Verner Greene Jr. with a roll call vote.
  - Sue Thompson, yes
  - Jim Birkholz, yes
  - Verner Greene Jr., yes

The resolution was signed by Vern Greene, Chairman, and the clerk, Melissa (Missy) Glenna.

- A road report was presented by Jim and Stan regarding 2012 gravel. In 2012, the township needs about 10 miles of gravel. In 2011, the township graveled about 8 ¼ miles of road.
- Sue Thompson brought up the need of employee annual performance reviews with goals.

### **New Business:**

- Deputy Treasurer, Barb Kienberger, identified separation of duties between the clerk and treasurer positions.
  - Clerk is responsible for opening bills, processing claims, generate claim forms, making the claims list for approval, and sending out checks and signing them.
  - Treasurer is responsible for all money received and deposited and to generate the forms for all accounts, and payroll, recording claims processed.
  - Both the Clerk and the Treasurer are to be receiving the bank statements so that they can both balance to the statements.

Vern motioned to approve claims #03121, 10620-10622 in the amount of \$1,146.00. Sue Thompson seconded, 3-0.

Vern motioned to approve the payroll as presented #10623-10625. Sue Thompson seconded; 3-0.

### **Board Reorganization**

- Vern opened the floor for nominations for chairman. Sue Thompson nominated Vern Greene Jr. Jim Birkholz seconded. Motion carried 2-0.
- Sue Thompson motioned for Jim Birkholz as vice chair. Vern Greene Jr. seconded. Motion carried 3-0.

- The following regular meetings were established on a 3-0 vote through the next town election cycle:

Town Board Meetings held at the Franconia Town Hall on the 1<sup>st</sup> and 3<sup>rd</sup> Tuesdays of each month with the meetings starting at 7:00pm.

Chisago County Association of Township Officers held at the North Branch Senior Center, 6<sup>th</sup> and Maple, North Branch on the last Wednesday of each month with meetings starting at 7:00p.m.

Shafer/Franconia Fire Board Meeting at the Shafer/Franconia Fire Hall, Shafer on the second Monday of March, June, September, and December with meetings starting at 7:30p.m.

- Vern motioned that the designated posting places are the County Press, Redwing and Franconia Trail, and Franconia Town Hall. Jim seconded; motion carried 3-0.
- Vern motioned to keep the banks as designated as Central Bank, First State Bank of Wyoming, and Security State Bank. Sue seconded; motion carried 3-0.
- Vern motioned to accept Dave Johnson's resignation as Treasurer effective April 3, 2012, Jim Birkholz seconded; motion carried 3-0.
- Vern motioned to appoint Barb Kienberger to replace Dave Johnson as treasurer. Sue Thompson seconded; motion carried 3-0.
- Vern motioned that the signatures for Central Bank, First State Bank of Wyoming, and Security State Bank be as follows: Verner Greene Jr. Chair, Melissa (Missy) Glenna Clerk, Barb Kienberger Treasurer. Sue Thompson seconded; motion carried 3-0.
- The board authorized the purchase of a new hot water heater in the township shop.
- Vern motioned the Fire Board be Jim Birkholz and Vern Greene Jr. Sue Thompson seconded; motion carried 3-0.
- Jim Birkholz motioned to keep Sue Thompson on the Library board. Sue seconded; motion carried 3-0.
- On a 3-0 vote Sue Thompson motioned the following Town Board compensation:  
Meetings will be compensated at \$50 per meeting with any meeting exceeding 5 hours to be compensated at twice the amount.  
  
Town supervisor rate of \$150 per month; Town chair supervisor rate plus \$75 per month; Treasurer rate \$450 per month, Clerk rate \$650 per month, and the Deputy clerk or treasurer rate be \$10 per hour if so designated. Jim Birkholz seconded; 3-0.
- Vern motioned to have mileage paid at the current IRS rate; Jim seconded; motion carried 3-0.

**Other Business:**

The township has ordered a street plate sign labeling Sawmill Road. Sawmill Road is not a town road. The township is not taking over this road and is not responsible for maintenance of this road, and will not be maintaining this road.

Jim Birkholz motioned to adjourn the meeting at 11:31 p.m. Vern Greene Jr. seconded; motion carried 3-0.

Respectfully Submitted,

Melissa (Missy) Glenna

Franconia Township Clerk