

## MINUTES

State of Minnesota

County of Chisago

Town of Franconia

The Franconia Town Board met on December 18, 2012, at the Franconia Town Hall with the following present: Supervisors: Vern Greene, Sue Thompson, Jim Birkholz, Missy Glenna, Clerk, and Karen Anderson, Treasurer. Guests were: Brian L. Johnson, Ken M. Johnson, and Dennis and Shirley Gustafson.

The meeting was called to order by Vern Greene at 7:08 p.m. The pledge of allegiance was said.

Jim motioned to approve the agenda. Sue seconded the agenda; motion carried 3-0.

Jim motioned to table the approval of the minutes for later in the meeting. Vern seconded the motion; motion carried 3-0.

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

Dennis Gustafson stated that he is considering filing for the supervisor position that will be on the ballot at the March election.

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

- The Treasurer provided a Cash Balance Statement including the checking account, investments, and savings account balances with a total of \$816,767.19.
- The Treasurer also provided a Cash Control Statement, a Current Investments Statement, a Receipts Register, a Disbursements Register, and a Statement of Orders Issued (Schedule 9).
- Sue motioned to pay payroll with checks #11056-11063. Jim seconded the motion; motion carried 3-0.
- Sue motioned to pay PERA #19 and #20, IRS #21, and MN Revenue #22. Jim seconded the motion; motion carried 3-0.

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

- 1 Building permit was received PID #04.00017.10.
- A letter from the Auditor, Dennis Freed, was received by the Clerk stating dates for filing notices to be posted for the March elections. The filing period is January 2, 2013, through January 15, 2013.
- The Clerk stated that the filing notice for the supervisor position was posted in the County Press and the posting sites.
- Vern motioned to approve the Clerk's Claims List for Approval with claims #11051-11055, 11064, and 12211. Claim #11065 held because of billing questions. Sue seconded the motion; motion carried 3-0.

### **Old Business:**

- There was discussion regarding the Brian L. Johnson Driveway Permit PID#04.00332.00. Permit dated December 3, 2012.
- The Board asked for input from Township Engineer, Ryan Goodman.
- Jim motioned to approve the Brian L. Johnson/Property ID#04.0032.00 Driveway Permit with the following stipulations:
  1. A maximum 24 foot wide driveway access to be located not closer than 20 feet from the most eastern property line of Property ID #04.00332.01.

2. Driveway will have 10 inches of gravel base extending 20 feet back from the edge of the existing bituminous pavement on 280th at a minimum.
3. The permit applicant is responsible to install a driveway culvert that will maintain existing drainage. It's the responsibility of the applicant to determine the correct size, shape, material, that will be suitable for installation. If the culvert blocks existing drainage or is damaged, it will be the Property Owner/Property ID#04.00332.00 responsibility to repair the culvert. It will also be their responsibility to maintain the culvert.
4. Improved pipe foundation will be required to be installed below the culvert and a minimum depth of 6 inches.
5. Owner is responsible for maintenance of driveway.
6. Driveway is subject to inspection by Township Engineer.
7. The east driveway access improvement request is to maintain its current width of approximately 20 feet.

Sue seconded the motion; motion carried 3-0.

- Township Engineer, Ryan Goodman, led discussion regarding Road Specifications for our township as well as our 2013 Seal Coat projects.
- The Board requested that the Clerk draft a letter to property owners/PID #0400332.00 outlining damage to 280<sup>th</sup> Street caused by a backhoe.
- There was discussion about renewing the Center City Fire Contract.
- There was discussion regarding employee compensation, position descriptions, and performance reviews. Jim will draft this up for the township.
- There was discussion about minutes.
- Jim motioned to approve the minutes as presented. Sue seconded the motion; motion carried 3-0.
- There was discussion about snow plowing.
- There was discussion regarding the Wolfe litigation.

**New Business:**

- The Treasurer presented Resolution 2012-12-01 to accept a donation of \$12,000 from the Shafer Volunteer Fireman's Benefit Association. This contribution will not be used for a pension or a retirement fund. A roll call vote was taken:
 

Vern	Yes	
Jim	Yes	
Sue	Yes	Motion accepted 3-0

**Upcoming Meetings:**

- The next regular Franconia Township meeting has been changed to December 31, 2012, at 7:00 p.m.

Jim motioned to adjourn the meeting at 10:55 p.m. Vern seconded the motion; motion carried 3-0.

Respectfully Submitted,

Melissa (Missy) Glenna

Franconia Township Clerk