

MINUTES

State of Minnesota

County of Chisago

Town of Franconia

The Franconia Town Board met on February 19, 2013, at the Franconia Town Hall with the following present: Supervisors: Vern Greene, Sue Thompson, Jim Birkholz, Missy Glenna, Clerk, Karen Anderson, Treasurer, and Ryan Anderson, Township Engineer.

Vern motioned to reopen the Board of Audit meeting at 7:13 p.m. The pledge of allegiance was waived.

The Treasurer presented a report of Voided and Disallowed Checks, Outstanding Claims, Outstanding Disbursements, Pledged Securities for review.

Jim motioned to approve the Financial Books of the Clerk and Treasurer noting that during the audit several items tested used incorrect account and or object codes which need to be corrected in 2013. Vern seconded the motion; motion carried 3-0.

Jim motioned to adjourn the Board of Audit meeting at 7:45 p.m. Sue seconded the motion; motion carried 3-0.

Vern motioned to open the regularly scheduled township meeting at 7:46 p.m. The pledge of allegiance was waived.

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

Jim motioned to approve the previous board minutes with corrections as noted. Sue seconded the motion; motion carried 3-0.

Township Engineer Report:

Ryan Goodman provided a Seal Coat Schedule for 2013- 2015. Ryan has provided a schedule to ease the financial burden yet provide timely maintenance to the township roads. Ryan noted he is working with other local governments in the area on seal coating projects and believes all communities involved may benefit, as contractors will be able to establish cost savings due to the overall volume.

Jim motioned to give Ryan approval to obtain quotes for seal coating Snowgoose Trail (2004), 270th Street (2003), 244th Street (2003), Primrose Lane (2003), Quarry Road (2002), Pryor Boulevard (2004), and Franconia Trail (2008). Seal Coating is a recommended maintenance to be completed approximately every five years. The preliminary estimate for this project is \$74,000.00. Note: 244th Road is a private road, located east of Highway 95 and is not a part of this project. Sue seconded the motion; motion carried 3-0.

Treasurer's Report:

- The Treasurer provided a Cash Control Statement, a Current Investments Statement, a Receipts Register, a Disbursements Register, and a Statement of Orders Issued (Schedule 9).
- Vern motioned to approve PERA #28 and Bank Pay #33 for the IRS and January withholding. Jim seconded the motion; motion carried 3-0.

- Vern motioned to approve payroll with checks #11097 and #11098. Jim seconded the motion; motion carried 3-0.
- Vern motioned to accept the treasurer's report. Jim seconded the motion; motion carried 3-0.

Clerk's Report:

- The Clerk stated that the March 12, 2013, election will be published in the County Press and at the designated posting sites at the corner of Redwing Ave and Franconia Trail and at the Franconia town hall.
- There will be a public test of automark voting equipment at the County on February 28, 2013, at 9 a.m.
- The Franconia Township Snow Removal Policy will be updated.
- Sue requested that the posting site at Franconia and Redwing be fixed.

Old Business:

- Vern will contact Center City Fire regarding the contract.
- There was discussion about Sue's responsibilities including the road sign database.
- There was discussion regarding township records.
- There was discussion about quotes for fixing the basement.
- The township contract with the Chisago Lakes Library was returned with slight modifications. Sue motioned to enter into the contract for 2012 and 2013 with the Chisago Lakes Library in the amount of \$2,500.00 for each year. Jim seconded the motion; motion carried 3-0.
- There was discussion about the Osceola Ambulance

New Business:

- There was discussion about the budget. The Treasurer will provide the Supervisors with work papers prior to the next meeting for review.

Committee Reports:

Jim provided a draft Annual Road Report to be presented at the Annual Meeting. The Supervisors will review and recommend changes at the next regular meeting.

Upcoming Meetings:

- CCATO meeting February 27, 2013, at 7:00 p.m. at the North Branch Senior Center.
- Franconia Township regular meeting March 5, 2013, at 7:00 p.m. at the Town Hall.
- Minnesota Association of Townships Officer Training March 26, 2013, in St. Cloud.
- Board of Equalization meeting May 2, 2013, at 1:30 p.m. at the Town Hall.

Sue motioned to adjourn the meeting at 10:50 p.m. Jim seconded the motion; motion carried 3-0.

Respectfully Submitted,

Melissa (Missy) Glenna

Franconia Township Clerk