

Franconia Township, Minnesota  
Town Board of Supervisors Meeting – December 3, 2024  
Franconia Town Hall, 25156 St. Croix Trail N, Shafer, MN 55074

**MINUTES**

**Town Board Members Present**

Owen Kuhnly – Chair  
Sonny Sparby – Vice Chair  
Doug Wallis – Supervisor  
Cristina Mlejnek – Engineer  
Lee Cartier – Maintenance  
Karen Anderson – Treasurer  
Chuck Fitzer – Clerk

**Residents Present**

Ron Peterson  
Becky Peterson  
Dullah Meneese  
Jen McLaughlin  
John Zach

**Call to Order**

Chairman Owen Kuhnly called the monthly Franconia Township board meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

**Approve Agenda**

The agenda was reviewed. Doug Wallis made a motion to approve the agenda as presented, seconded by Sonny Sparby. Motion carried.

**Approval of Previous Minutes**

Minutes from the November 12, 2024, Franconia Township Board of Supervisors monthly meeting were reviewed. Sonny Sparby made a motion to approve the minutes as amended, seconded by Doug Wallis. Motion carried.

**New Business**

Road Paving Request – Resident Dullah Meneese presented a request to pave Quinlan Avenue from 260<sup>th</sup> Street to Panola Avenue. Residents from the area and the board discussed the request. No decisions were made on the request. The board directed Cristina Mlejnek to get two estimates before the next meeting for the potential project and will discuss the estimates at the next meeting. One estimate will be for paving and the other estimate will be for a double mill. Owen said we will look at getting salt sprayed and chloride down for that stretch of road in the spring of 2025.

ARPA Resolution – Karen Anderson said she was informed that the ARPA money had to be appropriated for a specific project by April 1, 2025. Doug Wallis made a motion to approve the Resolution to Spend ARPA Funds on Lost Revenue Replacement Category, Project 2852024, seconded by Sonny Sparby. Motion carried.

### **Engineering Report - Cristina Mlejnek**

260<sup>th</sup> – Cristina Mlejnek confirmed that there was 100 foot right of way on 260<sup>th</sup> at Highway 95, and then it goes to 66 feet right away. The MNDOT representatives did not show up for the meeting.

Five Year Road Plan – The township officers and Cristina Mlejnek discussed the township's five-year road plan, including the 240<sup>th</sup> Street project. Owen Kuhnly said the board would discuss and refine the plan at the February meeting so it is ready to present to the residents at the annual meeting in March.

Town Hall Site – Ron Alwin of Bolton & Menk has started working on the final plat. Cristina Mlejnek estimated that the cost for Bolton & Menk to produce the final plat would be about \$6,000.

Cristina Mlejnek said that Andrew Olson of Bolton & Menk would substitute for her at the next board meeting if she can't make it due to surgery.

### **Maintenance Report – Lee Cartier**

Maintenance Report – Lee Cartier reported that the roads are in good shape for the winter. He has done brush mowing, he has to get rid of 30-40 tires that were dumped in the ditch on 260<sup>th</sup> and he had the deadbolt on the front door of the Town Hall changed.

259<sup>th</sup> and Oakman Project – Lee Cartier reported that the total price for this project for a double chip seal is estimated to be \$140,000, and for a full paving is \$380,000. Owen Kuhnly asked Cristina Mlejnek to get a re-quote so Owen can go in front of Chisago Lake Township with the new numbers.

New Truck – Doug Wallis made a motion for the township to purchase a pickup truck and the plow that goes with it for \$38,000, seconded by Sonny Sparby. Motion carried. Once the new truck purchase is completed, the old truck will be sold. Owen Kuhnly made a motion to approve the claim for the truck when the purchase is completed, seconded by Sonny Sparby. Motion carried.

Boats in Right of Way – Pontoon boats are in the right of way at 14430 291<sup>st</sup> Street and risk being damaged by the plow. Chuck Fitzer was directed to send a letter, by certified mail, letting the property owner know that damage from the plow could occur from the boats being in the right of way and that the township is not responsible for any such damages. The letter will direct the property owner to check the Township's right of way policy on the web and be notified that in the future, the boats cannot be stored on the right of way.

### **Clerk Updates – Chuck Fitzer**

Permits – Chuck Fitzer sent the October monthly building permit report to the town board members after he received it.

### **Treasurer Updates – Karen Anderson**

Reports and Claims - Karen Anderson reported that the checking account is balanced. Karen Anderson presented for approval to the board claims #2395 through #2413 for a total of \$11,629.28 and payroll checks #14221 through #14233 for a total of \$5,740.93. Karen Anderson went through the Treasurer's Report. Sonny Sparby made a motion to approve all claims and payroll checks as presented, and to approve this month's Treasurer's Report as presented, seconded by Doug Wallis. Motion carried.

Postings – Karen Anderson attended a CTAS meeting. She told Chuck Fitzer that when he posted the annual meeting in the town’s designated posting site, he also had to post the canvass meeting will be held immediately after the annual meeting and to list a secondary annual meeting on the notice in case the meeting is delayed. Karen Anderson also reminded Chuck Fitzer and the board that the candidate who is elected in March cannot be sworn in until at least ten days after the election date to allow for appeals.

**Old Business**

Legal Issues Update – no update.

**Upcoming Meetings and Event**

CCATO Meeting – December 4, 2024 – 7:00pm – Amador

Joint Powers Meeting – December 9, 2024 – 7:00pm – Shafer Franconia Fire and Rescue

Osceola Bridge Project Public Hearing – December 10, 2024 – 5:00pm – Osceola High School

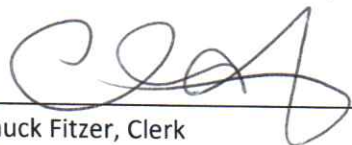
MAT Annual Meeting – December 13-14, 2024 – St. Cloud River’s Edge Convention Center

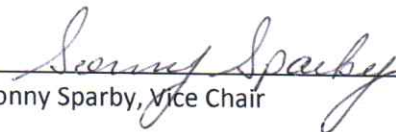
Franconia Township Board Meeting – January 7, 2025 – 7:00pm

Doug Wallis made a motion to adjourn, seconded by Sonny Sparby. Motion carried.

Meeting adjourned 8:53 p.m.

Respectfully Submitted January 7, 2024,<sup>15</sup>

  
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Chuck Fitzer, Clerk

  
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Sonny Sparby, Vice Chair