

Board Meeting Minutes
Town of Milltown
March 21, 2022, 7:00 pm, at the Milltown Fire Hall

1. Meeting called to order

Meeting called to order by Mike Dau at 7:00 p.m.

Present Board Members: Michael Dau, Chris Nelson, Jon Eckel, Mark Engelhardt and Cheryl Kloehn. Others Present: Micky Simonson, J. Gary Lilyquist, Dave Beaulieu, Craig Carlson, Tom Marcelling, Nathan Gustafson (Andrie Electric), Danny & Cally Peper

2. Agenda Additions or Subtractions

3. Prior meeting minutes approval

Motion made by Jon Eckel, seconded by Chris Nelson to approve the Minutes of Regular Meeting of February 14, 2022. Passed

4. Financial Report approval

Motion made by Chris Nelson, seconded by Jon Eckel to approve Financial Report ending March 18, 2022. Passed

Motion made by Chris Nelson, seconded by Jon Eckel to approve Profit & Loss reports ending February 28, 2022. Passed

5. Maintenance Report

Maintenance is making sure that the culverts are open. Keeping an eye on 138th St and monitoring. New tractor with mower has been received at the maintenance shop. Chris Nelson added that all information for the tractor/mower has been given to the insurance company. Complaint on 240th of branches in way of road. Snow is waist deep and as soon as some of the snow melts, maintenance will cut up the tree limbs that have fallen. Only 36 gallons left on prepay for propane. Gas cards not working at Holiday. Clerk to check into this to have card activated for use. Posted road restrictions on 200th, 220th, 170th. Home being built on 124th, took sign from 170th and moved to 124th due to road restrictions. Eureka Township posted 180th. Mickey will pick-up laminated signs from Inter County Leader for now and check to see what hard signs cost. No flooding issues. Driveway permit application off 190th Avenue west of Breezy Bay Road. Mick will check location and contact landowner if more information is needed.

6. New Business

- a. Ellen – Website- no show will put on April Agenda

- b. Steve Minn – Request for Private Sewer located at 1301 200th Avenue-Original permits were for either mound system or drain field and not put in. Now wants to bore under 200th to complete project from holding tank. Motion made by Chris Nelson seconded by Jon Eckel to allow request with provisions concerning damage to roadbed or right of way, provide updated drawings and information, and contact the board if boring is not an option and cutting/patching of road is needed.
- c. Campground Request for Club 35 – Dan and Cally Pepper presented a request to open a 12-space campground to target ATV, snowmobilers and snowbirds. They have 7 acres. Preliminary plans are for 12 full hook-up spaces, installation of sewer holding tanks, and a building for bathrooms/showers and maintenance equipment. Possibility to expand in the future. Sites may have floating decks, but no permanent structures. They are asking approval from the Town of Milltown to approve the concept. Motion made by Chris Nelson to approve the concept of putting in campground at Club 35 and follow County provisions, Seconded by Jon Eckel. Passed
- d. Wages-rates for skilled and unskilled workers-Discussion of pay for chief election inspector and elections workers which is at \$13 and \$11. Motion made by Chris Nelson, seconded by Jon Eckel to raise the rate of chief election inspector to \$15 and election workers to \$13. Planning commission wages were moved to zero as there is no planning commission at this time. Addition and deletion of casual employees names. Discussion concerning pay for board elected officials per Resolution 02-01 will be discussed at Town of Milltown Annual Meeting in April. Passed
Will need to keep Town of Milltown pay rates and schedule for board members and Officers, Election Inspectors, and Casual Employees up to date. See attached updated schedule.
- e. Maintenance Worker Cell Phone- discussion on phone for new maintenance worker, Mickey Simonson suggested we wait and leave open for further discussion.
- f. Board of Review-ad will have to run 30 days prior to BOR meeting. Decide a date in October for Ron to present BOR (dates open are 10/3, 4, 6 and 10/10-14. –

After further discussion a Motion was made by Chris Nelson, seconded by Jon Eckel to have our BOR on 10/12/22 at 6:00 p.m.

BOA – only one board has to complete per WTA but suggests all Board Members complete. Clerk needs to record.

- g. Treasurer's Report – Assessors plot \$2551.72 is outstanding (1 person, 2 parcels). Everyone has paid their personal property taxes. There are 35 outstanding checks from the fire fee refund totaling-\$798.62 (9 parcels have not paid 2019 taxes, no fire fee refund has been issued). Avian stated that any checks that are over 1 year old to void in our system. 9 parcels have not paid taxes.
- h. Annual Meeting – Annual meeting is set for April 19, 2022 at 7:00 p.m.
- i. Opening Bids- Mike Dau stepped down as Chair and Chris Nelson is acting Chair. Chris Nelson informed Board that opening bids were on 3/15/22 at 2:00 P.M. There were four bids for the Town of Milltown Town Hall and Shop Addition. Carlson Construction, Structural Buildings of MN, Ebert Construction, and Brennan Construction. Jon Eckel made a motion to build the Town Hall and Shop Addition, seconded by Chris Nelson, awarding the contract to Carlson Construction for the amount of \$1,134,969.47 plus the Contingency Allowance of \$15,000 for a total contact amount of \$1,149,969.47. Carlson Construction will start the end of April 2022 on the Town Hall. Notice of Award will be given to MSA, Carlson Construction and Frandsen Bank & Trust.

Nathan Gustafson with Andrie Electric presented additional costs for the Shop Addition which comes to a total of about \$13,625.00. Board suggested that Andrie Electric needs to take the additional changes and charges back to MSA through Craig Carlson as he is the General Contractor for the project. MSA will then need to present to the Board on why more costs when the presented by Andrie Electric should have been seen or caught at the beginning of the project.

Chris Nelson steps down as acting Chair and Mike Dau resumes as acting Chair.

7. Old Business

- a. Tractor – tractor is here. Discussion on loan for the tractor and how many years to finance. Discussion to payoff \$150,000 loan and to do a 5-year loan on the tractor. Mike will meet with bank and secure loan.
- b. Town Hall and Shop Addition – discussion on loan for Town Hall and Shop Addition being a 10-year loan. Mike will meet with bank and secure loan.

8. Adjournment

Motion made by Chris Nelson, Seconded by Jon Eckel to adjourn. Passed

Adjourned at 8:33 p.m.