

Eureka Township
Dakota County
State of Minnesota

Eureka Town Board Meeting of August 9, 2010

Call to Order

Chair Brian Budenski called the August 9, 2010, Eureka Town Board meeting to order at 7:02 p.m. Members present were Supervisors Nancy Sauber, Brian Budenski, Dan Rogers and Kenny Miller. Clerk/Treasurer Nanett Sandstrom was present to record the minutes. Pete Storlie was present as Planning Commission Liaison. See attached attendance sheet for additional persons in attendance.

The meeting opened with the Pledge of Allegiance.

Approval of Agenda

The following corrections and additions were made to the agenda:

Other Business: Other Updates, H. Misc Updates

- 9. Subdivision Ordinance
- 10. Adelman- Letter sent
- 11. Terri Petter- signed withdrawal CUP
- 12. Glory to Glory Fire Alarm
- 13. County Road 86 Shutdown

New Business: C. Discretionary Fund for Road Supervisors for Emergency Road Repairs
D. Update on Building Permit Info

A motion by Supervisor Brian Budenski: To approve the agenda of August 8, 2010, as amended. Motion seconded by Supervisor Nancy Sauber. Motion carried by unanimous vote.

Public Comment Period

There was no public comment.

Treasurer's Report

Checking Account Balance: \$3,003.01. Outstanding Checks: \$1,560.50. Savings Account Balance: \$295,564.02. CD Account Balances: \$63,200.44. The Ledger Balance as of July 31, 2010, is \$360,206.97.

There was discussion on the Savings Account Balance. The amount in the account is over \$250,000. Is it all federally insured? The Clerk commented that Castle Rock Bank has additional Securities on the accounts. The Clerk will check with Castle Rock Bank, to make sure that there is adequate insurance on the accounts.

A motion by Supervisor Nancy Sauber: To approve the Treasurer report of August 9, 2010, as presented. The motion was seconded by Supervisor Dan Rogers. The motion carried by unanimous vote.

The Town Board reviewed the Claims Lists and Net Pay Account Distribution.

Bills and Receipts

The Clerk presented the following bills for payment:

Otte Excavating	Road maintenance thru 7/31/2010	\$8,870.00
Dakota Electric Association	Town Hall	\$83.01
Frontier Communications	Phone Service Town Hall	\$112.88
Culligan	Water Softener Town Hall	\$23.51
Dick's Sanitation	Garbage Service Town Hall	\$42.01
Kelly & Lemmons	Legal Services thru 7/31/2010	\$1,487.50
PERA	Payroll Period 7/1/2010 to 7/31/2010	\$249.04
Nanett Sandstrom	Expenses 7/1/2010 to 7/31/2010	\$86.67
Pro Service Lawn	Mowing- Town Hall- July	\$384.75
T & C Commercial Cleaning	Clean Town Hall – July	\$42.75
Dustcoating	7-19-2010	\$3,001.40
Carol Kelly	PC Recorder- 7/1/2010 to 7/31/2010	\$152.38
Nanett Sandstrom	Clerk Payroll 7/1/2010 to 7/31/2010	\$1,526.29
ECM	Legal Ads	\$42.00
Castle Rock Bank	Loan Payment #12	\$26,446.19
Goldmine Dezine	Newsletter	\$174.08
M & R Sign	RASP Signs	\$173.27
Castle Rock Materials	Limestone & Delivery	\$7,692.59
IRS	August Deposit	\$383.83
Darrel Gilmer	Septic Inspections	\$1,000.00
Dakota County Treasurer	2 nd qtr Septic Inspections	\$200.00
Nancy Sauber	Training	\$75.00
MNSPECT	Inspector	<u>\$884.96</u>
Total Bills Presented		\$53,134.11

The Dust coating application was discussed. There should be enough funds left for a second application if necessary. There have been no complaints on dust. Mount Olivet was billed for their application. Mark Parranto will be billed for the additional applied near the apple orchard per his request.

A motion by Supervisor Dan Rogers: To approve the Net Pay Account and Claims List. The motion was seconded by Supervisor Kenny Miller. Roll call vote was taken on the motion: Kenny Miller- Aye; Brian Budenski- Aye; Nancy Sauber- Aye; Dan Rogers- Aye. The motion carried by unanimous vote.

The Town Board reviewed the following financial reports prepared by the Clerk: Current Investments, Statement of Receipts and Balances, Cash Control Statement, Disbursements Register, and Receipts Register.

The following receipts were deposited in July of 2010:

• **Local Permits**

Frontier- Utility permit	\$25.00	Lee West- Application Fee	\$50.00
Dan Adelman- Permit 10-07 & 10-08	\$170.50	Wat Lao- Application Fee	\$25.00
Andi Krapu- Permit 10-06	\$379.97	Elder Jones- Permit 10-11	\$105.00

Otte Excavating- <i>Septic permit 10-07-06</i>	\$280.00	MC Contracting- <i>Septic permit 10-07-05</i>	\$280.00
• <u>Other Receipts</u>			
Laverne's Pumping- <i>Newsletter Ad</i>	\$125.00	Castle Rock Bank- <i>Interest CD</i>	\$201.23
Maydelle Rose- <i>Town Hall rental</i>	\$25.00	Hammargren & Meyer- <i>copies</i>	\$82.93
CS Cooper Law Firm- <i>Newsletter Ad</i>	\$125.00	Gloria Belzer- <i>CDs</i>	\$10.00
Dakota County- <i>Current Tax</i>	\$242,159.55	Ames Construction- <i>Escrow payment</i>	\$785.00
Nicholas Friedges- <i>CD</i>	\$5.00	Scott Qualle- <i>RASP Sign</i>	\$15.75
Castle Rock Bank- <i>Interest CD</i>	\$666.30	Hollis Larson- <i>RASP Sign</i>	\$15.56
TOTAL RECEIPTS AS OF JULY 31, 2010			\$245,531.79

It was noted that some IAD & IAD numbers are missing. These numbers are automatically entered by the accounting program when making entries. Why some numbers in sequence are incorrect is unknown. Supervisor Nancy Sauber reviewed the Attorney billing; it looked fine. She commented that a law clerk worked on some of the recent Ordinance requests, e.g., septic update, to hold down costs to the Township.

Supervisor Kenny Miller verified the June accounting records on August 5th. Supervisor Brian Budenski will review the July accounting records for the September Town Board Meeting. This internal check was an oversight step recommended by the auditors.

A motion by Supervisor Kenny Miller: To accept the Receipts Register, Disbursements Register, Current Investments Register, Statement of Receipts, Disbursements and Balances, and Cash Control Statement for July. The motion was seconded by Supervisor Nancy Sauber. The motion carried by unanimous vote.

Supervisor Kenny Miller was designated to be the second check signer for the July Meeting.

Budget

The Town Board reviewed the budget.

Contractor Time

The Road Contractors made repairs to the ditch on 225th St. and Highview. The cost of the repairs will be taken from the Escrow Fund for the utility permit.

The ditch at 240th and Dodd Blvd. needs to be repaired. The Township is not satisfied with the restoration of the ditch associated with work by the Met Council on Utility Permit #2009-05-13. The estimated cost for restoration work is \$800. If the Township moves forward with the repairs, the Met Council will be asked to pay for the ditch repair or it will be taken against their bond on utility permit # 2009-05-13 for restoration. Supervisor Dan Rogers will contact the Met Council prior to instructing the Road Contractor to make the repairs.

On the road tour, it was noted that a culvert on Iberia needs to be replaced. A motion by Supervisor Kenny Miller: To replace the culvert on Iberia Ave just north of Jerry Swedin's driveway. The motion was seconded by Supervisor Brian Budenski. The motion carried by unanimous vote.

Ditch mowing was added to the agenda as item number 14 under Other Business H. Misc. Updates.

Supervisor Kenny Miller contacted the County on the no passing signs. They need to take a look at placing signs by committee.

A 5-ton sign is missing on 225th St. It will be replaced with a new sign. Supervisor Nancy Sauber asked that the minutes reflect that she did not enter into discussion on replacing the sign on 225th Street.

Planning Commission, Land Use Permits and Related Items

A. Ag Preserve Applications

1. **Richard A. Nielsen & Christopher Nielsen, Poplar Grove Farms, LLC**, requested to move property owned from Green Acres into Ag Preserve. *See attached Property IDs as listed on the Document Titled "Ag Preserve Applications 8-9-2010"*.

A motion by Supervisor Kenny Miller: To accept the application for Richard A. Nielsen and Christopher Nielsen and Poplar Grove Farms, LLC, to move the stated parcels from Green Acres into Ag Preserve. The motion was seconded by Supervisor Brian Budenski. Supervisor Kenny Miller amended his motion to include "as listed on the document titled 'Ag Preserve Applications 8-9-2010' ". Supervisor Brian Budenski accepted the amendment. The motion carried by unanimous vote.

B. Land Use & Zoning Issues

1. **Lee West**, 26347 Galaxie Ave., presented an application to tear down an existing 24' x 24' pole shed on his property and to replace it with a 2" x 6" conventional wood-framed garage. A contractor was not specified on the application. Lee will be the contractor. He will hire the subs on the project. He was asked to enter this information on the application and to initial and date the change to the application. Lee presented a letter from the County that they have issued a permit for a new septic and that he has shoreland permission for construction of the garage. The Clerk made a copy of the letter for Township records.

The Clerk was asked to check with the County on receiving as-builts from the County when septic permits are issued by the County.

A motion by Supervisor Brian Budenski: To approve the building permit application at 26347 Galaxie Ave. The motion was seconded by Supervisor Nancy Sauber. Supervisor Kenny Miller offered a friendly amendment to state "as amended (adding Contractor as self)". Supervisor Nancy Sauber and Supervisor Brian Budenski accepted the amendment. The motion carried by unanimous vote.

2. **Chad Harmer**, 23450 Hamburg Ave., received zoning compliance permit # 001013 for an addition to an existing ag building at the July Town Board meeting. The request was to place a 44' x 14' addition to the south side of the building. Due to electrical issues, the addition needs to be placed on the north side of the building. At this time, he is also requesting to place a 44' x 14' lean-to on the south side of the building. A new site plan was received, showing the changes to the application.

A motion by Supervisor Kenny Miller: To approve the amended and/or altered application to reflect the changes that Mr. Harmer has asked for. The motion was seconded by Supervisor Nancy Sauber. The motion carried by unanimous vote.

Other Citizen Business

Citizen complaint received July 9, 2010, was tabled until later in the meeting when the Clerk was available, as at this time she was occupied assisting the permit applicants.

Other Business

A. Planning Commission Update

Planning Commissioner Pete Storlie presented the Planning Commission update.

Subdivision Ordinance text recommendation from the Public Hearing on June 7, 2010: The Planning Commission's recommendation is to scrap it, and to create language that is to the point, serves the best interest of the Township, and makes sure the lot splits come before the Town Board. The Commission has not worked on any new language. They believe that the ordinance needs to be cleaned up and shortened. The language should accomplish one purpose: Lot split requests must come before the Township so that they are aware of it, and it can trigger what it needs to trigger. Language that is minimally sufficient to do that is the Commission's recommendation.

The Township Attorney will be present at the September meeting. Since asking the Attorney to create the Subdivision ordinance was by Town Board direction, the Town Board felt that this should be discussed by them with the Township Attorney before proceeding.

Professional Services Policies: The Planning Commission will have a recommendation and draft for the September Town Board Meeting.

VRWJPO Ordinance: Ken Olstad expressed some comments from Planning Commission members. The Planning Commission recommends keep fighting them.

The Planning Commission asked that draft minutes be posted on the website for public review prior to approval. Discussion followed this comment. A watermark "DRAFT" would be placed on the minutes. The website would also state that a copy of draft minutes may be obtained from the Clerk upon request.

Temporary Structures: The Commission is continuing to working on this item. Inspectors are looking only at zoning. They do not issue building permits, because these types of structures do not meet building codes. This type of building would need to be defined in the ordinance. If this type of structure is going to be allowed in the Township, maintenance of the structure needs to be addressed, along with the other items in the Board's earlier motion. Party-type tents are not addressed in the current ordinances, but perhaps should be.

Commercial/Industrial Taskforce: The Planning Commission recommended appointing Mike Giles to the Commercial/Industrial Task Force. Planning Commissioner Ken Olstad has volunteered to be part of the first phase. The first meeting will be August 30th at 7:00 p.m.

Building permits: No update.

Noise and Nuisance, Swimming Pools and Private Dog Kennel Ordinances: The Planning Commission made a motion to reject the Town Board's direction to them to hold a Public Hearing. They scheduled a Special Meeting for August 23rd at 6:30 p.m. to review and work on the language.

A letter submitted by Cheryl Groves, which was entered into record as part of the August 2nd Planning Commission Meeting was discussed. Supervisor Brian Budenski apologized for his comment that the Planning Commission is incompetent. He is disappointed in himself for the comment; he did not mean it. He reacted in frustration at a late hour in the meeting. The Town Board has had 3 meetings in a row that have gone past midnight. His comment was uncalled for.

There are many items addressed in Cheryl's letter that are disheartening to the Town Board. Some of the items are 8 or 9 months old. Comments were made from Town Board members on reasons the three ordinances are important and comments backing the content of the proposed ordinance language. The language has been reviewed by the work group, previous Planning Commissions, the Township Attorney and Town Board.

A motion by Supervisor Kenny Miller: To give the Planning Commission the Special Meeting to review and make recommendation on the three Ordinance revisions. If the Planning Commission is still deadlocked at the end of the month, the Town Board will make a decision if the Planning Commission or Town Board will hold the Public Hearing. The motion was seconded by Supervisor Dan Rogers.

Supervisor Nancy Sauber offered a friendly amendment: asking that the Planning Commission's document be separate from the three current proposed documents that have already been reviewed by the Township Attorney. She asked for rationale of any changes that are suggested. She asked that they keep in mind the comments that were made by the presenters of the "So You Want to (Need to) Change Your Ordinances" Government Training Services' session in response to her submission of the Nuisance Noise Ordinance for their consideration. (Attendees at the training, which also included three members of the Planning Commission, were asked to submit any ordinances that they would like comment on.) Nancy submitted a report on these comments, which included, among other things, the appropriateness of length and detail in rural ordinances just as in urban ones as the same things are being regulated, being clear about what you want to do, being clear that the enforcement is being laid out. Definitions are appropriate. The Attorney would need to review the proposed language. The Board would discuss any proposal made by the Commission. Kenny Miller and Dan Rogers accepted the friendly amendment. The motion carried by unanimous vote.

County Joe property for sale on Dodd Blvd: Supervisor Nancy Sauber recused herself from Town Board discussion on this item. Grace Community Bible Church is interested in placing a church on the Country Joe Miller property on Dodd Blvd. Planning Commission minutes reflect information on this request. The church currently meets at 160th St., west of Cedar Ave. Another party had expressed interest in placing a wellness center for recovering addicts on the property. This is not a permitted or conditional use in the Township.

Update on Building Permit Info (New Business D.) The Building Permit Application and Info need to be updated in reference to new ordinance language (Page 63, Ordinance 3, Chapter 4, Section 7, C.). Maximum area of accessory buildings shall not exceed 200% of the primary structure total area. Ag buildings are exempt.

Outdoor Assembly Ordinance (Other Business C.) The County has updated their Outdoor Assembly Ordinance. The Township cannot be less restrictive than the County Ordinance. Changes need to be made to Township Ordinances to conform to County Ordinance regulations.

Any Planning Commission members interested in attending the SLUC Event on August 25th “The Future of Retail” should contact the Clerk indicating their interest.

The Town Board took a short break.

Other Citizen Business

Citizen complaint received July 9, 2010. The Town Board asked if the Clerk has the contact information necessary for a request in the complaint. The Clerk has pulled referenced financial documents back to 2004 to obtain information requested in the complaint. A copy of the complaint with redacted information per Data Practices will be sent to the person the complaint is being made about. The complainant will be sent the financial information once it is compiled.

B. Appoint Industrial/Commercial Task Force members

A motion by Supervisor Kenny Miller: To appoint Mike Giles to the Commercial/ Industrial Task Force and Ken Olstad as a member and a representative from the Planning Commission. The motion was seconded by Supervisor Nancy Sauber. The motion carried by unanimous vote.

C. Outdoor Assembly Ordinance

Supervisor Nancy Sauber will direct the Township Attorney to update the Township Outdoor Assembly Ordinance.

D. SLUC Event

A motion by Supervisor Nancy Sauber: The Board approves attendance for any Town Board or Planning Commission member to attend the SLUC event on August 25th. The motion was seconded by Supervisor Brian Budenski. Discussion followed: The Commercial/Industrial Taskforce could be invited to attend. The invitation was forwarded as an opportunity for gathering information on the future of retail in this economy. There were concerns expressed as to who the sponsors of the session were, whether it was just realtors for continuing education credit. It was stated that the sponsors included Bonestroo and attendees include local elected officials and planners. More discussion followed. The motion was withdrawn. If any members choose to attend, reimbursement to the event will be considered at the September Town Board meeting after more is known on the details of the event.

E. Right of Way Permits/Performance Bonds

The Clerk provided Supervisor Dan Rogers with a spreadsheet of Right of Way permits that have been completed. Dan inspected the permitted sites for completeness. All sites passed inspection. Once the inspections are approved by the Town Board, the Chair needs to sign off on the Utility Permit Applications to release the bonds.

A motion by Supervisor Kenny Miller: To accept the Utility, Excavation or Roadway Obstruction Permits detailed on the form presented at the Town Board meeting on 8-9-2010. The motion was seconded by Supervisor Brian Budenski. The motion carried by unanimous vote. *See attached document, titled as noted in the motion.*

F. NCRWMO Report- handout from Carrie Jennings

The Town Board received the report from Supervisor Carrie Jennings on the North Cannon meeting. A motion by Supervisor Nancy Sauber: To attach the North Cannon watershed meeting report of 7/20/2010 as submitted by Supervisor Carrie Jennings to the minutes of August 9, 2010,

Town Board Meeting. The motion was seconded by Supervisor Kenny Miller. The motion carried by unanimous vote.

H. Misc. Updates 6. Country Stone Update

The written agreement is drafted. The MPCA has inspected the site; they feel that adequate provisions are in place to control run-off. The survey and staking has been completed on both properties. The driveway is being moved to meet the setback requirements. Additional issues with the property to the north will be checked out.

G. Request For Information (RFI)- Department of Natural Resources

The Town Board reviewed the RFI from the Department of Natural Resources. The Township does not have 540 acres of Public Property.

H. Misc. Updates

1. Hansen Covenant Filing- Clerk verification

The Clerk obtained a copy of the documents filed with Dakota County by Mr. Hansen.

2. Non-Compliant Septic letters

This item was tabled until the September Town Board Meeting, due to Supervisor Carrie Jennings' absence.

3. Windmill Mine Development Agreement

This item was tabled until the September Town Board Meeting, waiting for Attorney updates to the document.

4. Wat Lao

The Clerk received the Building Permit application and Application fee from Wat Lao for the fence and gate. The Building Inspector has reviewed the plans and calculated the permit fees. The permit is ready to be picked up and paid for by Wat Lao.

5. 2010 County/Township Tire Collection

Waterford and Greenvale Townships have contacted the Clerk expressing interest in participating in the Township Tire Collection. The County is looking for a tentative date for the event. Tire collection would be open to all Dakota County residents. Town Board members expressed concerns with obtaining help in holding the event and additional costs that might be incurred over what the County is providing. Supervisor Dan Rogers will check with Waterford, Greenvale and Castle Rock Townships on cost sharing and help.

6. Country Stone Update- Previously addressed

7. No dumping signs- reward

The Town Board discussed purchasing and installing no dumping signs. Placement of the signs was discussed. It was agreed to place the signs under each "Welcome to Eureka Township" sign. Supervisor Kenny Miller will check on the price of the signs and the number needed if they are placed as discussed.

8. Zimmer

Jerry Zimmer presented the Town Clerk with the DNR Crossing Permit to cross the Vermillion River. This condition needed to be met before the building permit on the parcel (PID #13-

00200-013-75) could be issued. The Clerk e-mailed the Building Official that the permit may be issued.

9. Subdivision Ordinance

This item was previously addressed.

10. Adelman- Letter sent

The Clerk presented a letter to the Town Board that Scott Qualle, Building Official, had sent to the Adelmans. In addition to the letter sent by the Building Official, the Town Board asked the Clerk to send a certified letter to the Adelmans to affirm the Township's understanding with them that there is no housing eligibility at the site (PID #13-00900-012-50). Through Eureka Zoning Ordinances, the Eureka Town Board regulates land use. In addition, Township Ordinance 3, Chapter 4, Section 7, E prohibits the use of an accessory building for human habitation. Supervisor Nancy Sauber will review the letter before it is sent. The Clerk will also check with Scott Qualle to see if he has contacted Dee McDaniels of Dakota County on the issuance of the permit.

11. Terri Petter- signed withdrawal CUP

The Clerk sent a letter and an e-mail to Terri Petter dated July 12, 2010, informing her that the Township needed a signed copy of her withdrawal. A signed copy of the withdrawal has not been received.

A motion by Supervisor Kenny Miller: To deny the CUP application for nonpayment of fees as of 8/9/2010. The motion was seconded by Supervisor Brian Budenski. The motion carried by unanimous vote. The Clerk was asked to send Terri a letter informing her of the denial. The application fee of \$400 paid 5/27/2010 will be refunded as part of the Claims at the September 13, 2010, Town Board Meeting.

12. Glory to Glory Fire Alarm

Supervisor Nancy Sauber forwarded the latest e-mail to the Township Attorney to keep him updated on the situation and briefly discussed it with the Attorney. As before, he commented that the Building Official is handling it as it falls within his authority. The Town Board addresses zoning compliance. while the Building Official addresses the proper issuance of permits according to the Building Code.

13. County Road 86 Shutdown

Supervisor Brian Budenski received a call from Butch McConnell, Dakota County Transportation Department, that they are filming a war movie at Carrie Jennings' property. County 86 will be shut down for filming on Thursday, August 12th thru Sunday, August 15th. The County will post the road closing.

14. Ditch Mowing

Supervisor Kenny Miller reported that the Township is on the list for the end of the month to rent a mower from Diamond Mower. He will check with Frontier Ag Services to see if they have an available mower for rent. The Town Board needs to authorize Anderson Bobcat to rent the mower directly, so the Town Board is not hiring him to run our machine. Kenny was asked to move forward with mowing as soon as possible.

Eureka Town Board Meeting Minutes July 12, 2010

A spelling error was corrected on the last page. A motion by Supervisor Nancy Sauber: To approve the Eureka Town Board minutes of July 12, 2010, as amended. The motion was seconded by Supervisor Kenny Miller. Supervisor Dan Rogers abstained from voting on the motion because he was not present at the meeting. The motion carried by unanimous vote of Supervisors voting.

New Business

A. Meeting Procedures

Supervisor Dan Rogers commented that he would like to see a time limit to the end of meetings. In the past, a resolution was made to set a time for the ending of meetings.

The Town Board has tried to move Citizen Business to the beginning of the agenda. If the Town Board continues a meeting to another night, the Town Board is paid for the continued meeting. This would double the Township administration costs for the Board meetings. Town Board members were not in favor of setting a specific time for ending the meeting. An item will be added to the agenda after Planning Commission Update called "Review Current Meeting Assessment". A decision can be made at that time as to whether the meeting can reasonably be completed that evening or whether it would be advisable to continue it to another night.

Dan also asked that all handouts should be forwarded to the Clerk prior to the Town Board meeting for review. Presenting handouts at the meeting for discussion at that meeting does not provide the time needed for proper review of the documents. The Board should have documents in advance of when they are asked to discuss them at a meeting.

B. Policy for "What's New" on the Website

The Township should have a policy for what can be posted on the Township website. The Clerk or a member of the Town Board may post something on the "What's New" on the website that would be of general interest or of importance to get out between Newsletters or meetings. An example was given: the delay on the dust coating that was due to the delay on the gravel because only one bid was submitted. The Clerk was asked to write a draft reflecting the Board discussion at this meeting, including a few examples, for possible adoption at the September Town Board Meeting.

C. Discretionary Fund for Road Supervisors for Emergency Road Repairs

Following discussion, a motion by Supervisor Nancy Sauber: The Board approve a measure that if the two Road Supervisors are in agreement on a Road Maintenance issue that comes up between meetings that needs to be addressed in a timely manner between meetings, that they are authorized to spend up to \$2,500 to address that situation. The motion was seconded by Supervisor Brian Budenski. The motion carried by unanimous vote.

D. Update on Building Permit Info

Previously Addressed

Clerk/Treasurer Presentation

A. Ordinance Book

The Clerk updated the Ordinance book to reflect the most recent Ordinance changes. The Clerk commented that to keep consistency with the current Ordinance Book changes, the past Ordinance changes should be incorporated into the Ordinance Book in the same way as the most recent changes. The Town Board approved the Clerk's updating the Ordinance Book as suggested.

- B.** Anderson Bobcat misplaced check # 5936 that was issued on July 12, 2010. Stop payment was made on the check, and check #5977 was issued on July 27, 2010. Mr. Anderson agreed to pay the stop payment fee of \$20.00.

- C.** The Clerk will be out of Town for most of August. Deputy Clerk Connie Anderson will hold Office hours. There will be one week the office will be closed. Office hours will be placed on the phone message, website, and posting on the front door. It will also be posted that the Building Inspector can be contacted for over-the-counter permits the week the office is closed, and Planning Commission business may be deposited in the drop box that week and still be considered at the September Planning Commission Meeting.

- D.** The Clerk informed the Town Board that her full-time job will most likely be changing hours and that Township Office hours would need to be adjusted. She will keep the Board posted.

A motion by Supervisor Brian Budenski: To adjourn. Motion seconded by Supervisor Kenny Miller.

Meeting was adjourned at 11:01 p.m.