

EUREKA TOWNSHIP
Dakota County, State of Minnesota

TOWN BOARD MEETING
April 23, 2024 – 7:00 P.M.

Call to Order

The Eureka Township Town Board meeting was called to order at 7:01 p.m. by Chair Storlie and the Pledge of Allegiance was given.

Supervisors Present: Lu Barfknecht, Mark Ceminsky, Tim Pope, and Pete Storlie.

Others Present: Liz Atwater, Deb Burkhardt, Bill Clancy, Beth Eilers, Dave Fellon, Scott Peterson, and Nancy Sauber

Zoom Attendance: Julie Larson, Gloria Belzer, Ralph Fredlund, Jim Sauber, and Randy Wood.

Approval of the Agenda

Roads- added item:

G- 2024 Road Projects and Projected Road Projects

Motion: Vice Chair Ceminsky moved to approve the agenda as amended. Supervisor Pope seconded the motion. *Motion carried 4-0.*

Public Comment

**The opinions expressed in public comments are those of the authors and may not represent the official positions of the Town Board. The Town Board does not control or guarantee the accuracy of information contained in the comments, nor does it endorse the views expressed.*

Chair Storlie opened the floor for public comment and reminded that if anyone has comment regarding any agenda items, now is your time to speak. Hearing none, the floor was closed.

CUP Reviews

Spirit Ranch I- Chris Hale

Mr. Hale was not in attendance. The Clerk provided proof the letter was sent. The Clerk will send another letter to attend an upcoming meeting.

Living Waters Church- Scott Peterson

Motion: Supervisor Barfknecht moved to approve the review of the Living Waters CUP. Vice Chair Ceminsky seconded the motion. *Motion carried 4-0.*

Spirit Ranch II- 5E Properties – Liz Ennenga

Motion: Chair Storlie moved to approve the review of the CUP for 5E Properties. Vice Chair Ceminsky seconded the motion. *Motion carried 4-0.*

Reports

Sheriff's Department

Deputy Chandler reported they have some speed signs with radar and placard signs they can put up in the Township. The placard signs can state "No Engine Braking" and be placed on roadways the Township recommends.

Progressive Rail- Dave Fellon

Mr. Fellon gave a presentation to the Town Board on the CRISI Grant that would assist Progressive Rail by further strengthening their rail infrastructure. Progressive Rail is requesting a letter of support from the Township.

Motion: Vice Chair Ceminsky moved that we do the letter of support for Progressive Rail for updating their lines for the CRISI Grant. Supervisor Barfknecht seconded the motion. *Motion carried 4-0.*

Reports Continued...

Meeting with Farmington Fire and City

Chair Storlie reported on the meeting with the City of Farmington. This was an introductory meeting with information on their plans to update their comp plan. Chair Storlie reported there was a different meeting with Farmington's Interim Fire Chief, which was to review the proposed fire contract and review the costs.

Roads

Road Superintendent Position

Chair Storlie moved that the Road Superintendent position is left vacant. Vice Chair Ceminsky seconded the motion. *Motion carried 4-0.*

Road Committee

Vice Chair Ceminsky suggested to have the Clerk send out information and a notice asking for volunteers to serve on the Road Committee for this year. Chair Storlie recommended the Board officially appoint the members and the committee would need to follow Open Meeting Law. Vice Chair Ceminsky clarified that this is not to replace current members who want to continue to serve, but to invite others who are interested in the community.

Motion: Chair Storlie moved for Mark Ceminsky to work with Liz to appoint and develop a road committee under the stipulation to bring back at the May meeting. With the guidelines that we would reach out to the community, but we would also encourage the current committee members to continue. Vice Chair Ceminsky seconded the motion. *Motion carried 4-0.*

245th update

Vice Chair Ceminsky reported that 245th is now open. Clerk Atwater has contacted the Dakota County Sheriff, Scott County Sheriff, emergency services, post office, and schools to let them know the road was open.

Right of Way and Driveway Permitting

Clerk Atwater is looking for a Supervisor to review permits for right of way and driveway permits. The Town Board agreed, this would be Vice Chair Ceminsky.

Ditch Mowing

The Town Board wants to get quotes for ditch mowing for the Township. Clerk Atwater will work with Vice Chair Ceminsky to put together a Request for Quotes (RFQ).

Speed Signs and Installation

Clerk Atwater will work with Vice Chair Ceminsky regarding the questions that the vendor has regarding installation of the signs.

2024 Additional Recommended Road Projects

Vice Chair Ceminsky recommended six additional road projects to be completed in 2024.

- Denmark (Co Road 86- 255th)
- Fairgreen (265th – 255th)
- Fairgreen (235th South)
- Ipava (267th South)
- Highview (267th South)
- Jamaica (County Road 86 North)

The Town Board tabled this discussion until after the Treasurer's Report to discuss numbers.

Consent Agenda

Motion: Vice Chair Ceminsky moved to approve the items on the consent agenda. Supervisor Barfknecht seconded the motion. *Motion carried 4-0.*

- A. 2.28.2024 Town Board Meeting Minutes
- B. 3.13.2024 Special Town Board Meeting Minutes
- C. 3.26.2024 Town Board Meeting Minutes
- D. 4.9.2024 Special Town Board Meeting Minutes

Treasurer's Report

Net Pay and claims

The Clerk presented payroll in the amount of \$2,789.00 and Claims in the amount of \$1,560.67 were presented for payment. See page 6 for a list of claims.

Motion: Chair Storlie moved to approve the net pay as presented. Supervisor Pope seconded the motion. Roll call vote: Tim Pope – Aye; Pete Storlie – Aye; Mark Ceminsky – Aye, Lu Barfknecht - Aye. *Motion carried 4-0.*

Motion: Chair Storlie moved to approve the claims as presented. Supervisor Pope seconded the motion. Roll call vote: Tim Pope – Aye; Pete Storlie – Aye; Mark Ceminsky – Aye, Lu Barfknecht - Aye. *Motion carried 4-0.*

Upcoming CDs

Motion: Supervisor Pope moved to put in \$30,000 out of the General Fund into Genisys at the 5.4% if available. Supervisor Barfknecht seconded the motion. Roll call vote: Tim Pope – Aye; Pete Storlie – Aye; Mark Ceminsky – Aye, Lu Barfknecht - Aye. *Motion carried 4-0.*

Budget vs Actual Report

Clerk Atwater reviewed the budget vs actual spreadsheet with the Town Board.

Budget Revision Recommendations

Clerk Atwater presented the Board with budget revision recommendations. See pages 7-8 for adjustments.

Motion: Vice Chair Ceminsky moved to make the changes that the Clerk has pointed out on the revenue and expenses in the general fund. Supervisor Barfknecht seconded the motion. Roll call vote: Tim Pope – Aye; Pete Storlie – Aye; Mark Ceminsky – Aye, Lu Barfknecht - Aye. *Motion carried 4-0.*

Motion: Vice Chair Ceminsky moved to approve the adjustments to the Road budget as presented by our Clerk/Treasurer. Supervisor Pope seconded the motion. Roll call vote: Tim Pope – Aye; Pete Storlie – Aye; Mark Ceminsky – Aye, Lu Barfknecht - Aye. *Motion carried 4-0.*

2024 Additional Recommended Road Projects continued...

Supervisor Barfknecht questioned if the Town Board would need to get sealed bids, as these projects would put the total of the projects over \$175,000. The Town Board asked the Clerk to contact Attorney Gilchrist to get clarification on limits and procedures for adding additional projects.

Motion: Chair Storlie moved to approve the Denmark project and coordinate it with the County for the dust coating. Supervisor Pope seconded the motion. *Motion carried 4-0.*

Unfinished Business

Liaison Assignments

The Town Board reviewed and made changes to the Liaison assignments. The Town Board will review and finalize at the next meeting.

Citizen Complaint Policy

The Town Board reviewed and made suggested changes to the policy. Clerk Atwater will create a redline version of the document to present to the Town Board at the next meeting.

Round Table Agenda

Town Board Supervisors are to review the agenda and submit suggested changes to Clerk Atwater by Tuesday, May 7.

Engine Braking Signs

The Town Board tabled this discussion until the next meeting.

New Business

Policy on Meeting Recordings

Motion: Supervisor Pope moved to keep the recordings indefinitely. Chair Storlie seconded the motion. Vote: Tim Pope – Aye; Pete Storlie – Aye; Mark Ceminsky – Aye, Lu Barfknecht - Nay. *Motion carried 3-1.*

911 Address Signs for Driveways

Chair Storlie stated Interim Farmington Fire Chief, Matt Price, stated that emergency services go to the address. It is recommended that rural areas, such as Eureka, encourage residents to have the green address sign at the end of their driveways. The Clerk will send out information in the newsletter. The Clerk will gather information on bulk pricing for signs.

Resolution 2024-15 Online Payments of Certain Bills

Motion: Vice Chair Ceminsky moved to approve Resolution 2024-15. Resolution authorizing online payments of certain bills prior to examination and approval of the Town Board because there are basic monthly bills. Supervisor Pope seconded the motion. *Motion carried 4-0.*

New Business

Town Hall Parking Request

Clerk Atwater explained a citizen requested permission for wedding guests to park at the Town Hall. Clerk Atwater will check will MAT Insurance and Attorney on any liability issues. If no issues or concerns, Town Board is fine with the request.

Adjournment

Motion: Supervisor Pope moved to adjourn the meeting. Chair Storlie seconded the motion. *Motion carried 4-0.*

The meeting adjourned at 9:30pm.

Respectfully submitted,



Liz Atwater, Town Clerk

Minutes Officially Approved By:


Town Chair

on:

May 14, 2024
Date

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Total</u>
4/23/2024	Payroll ending 4/15/24	11348	Payroll ending 4/15/24	\$ 2,014.22
4/23/2024	Payroll ending 4/15/24	11349	Payroll ending 4/15/24	\$ 774.78
4/23/2024	Benafica, LLC	11350	HRA	\$ 530.50
4/23/2024	Central Farm Services	11351	Town Hall LP Tank	\$ 400.71
4/23/2024	Display Sales	11352	2 US Flags	\$ 135.00
4/23/2024	JTN Communications	11353	Internet May	\$ 199.00
4/23/2024	Elizabeth Atwater	11354	Mileage	\$ 25.46
4/23/2024	Metro Sales, INC	11355	Copier	\$ 120.00
4/23/2024	T&C Commercial Cleaning	11356	April Cleaning	\$ 150.00
				<u>\$ 4,349.67</u>

General Fund	Original Budget	Revisions	Difference
Delinquent Tax (100-31020)	\$ -	\$ 2,355.00	\$ 2,355.00
Mobile Home Tax (100-31030)	\$ -	\$ 44.00	\$ 44.00
Fiscal Disparities (100-31040)	\$ 5,000.00	\$ 8,000.00	\$ 3,000.00
Gravel Tax (100-31701)	\$ 30,000.00	\$ 21,990.00	\$ (8,010.00)
Other Tax (100-31801)	\$ 1,800.00	\$ 4,150.00	\$ 2,350.00
Penalites & Interest Tax (100-31910)	\$ -	\$ 1,350.00	\$ 1,350.00
Building Permits (100-32210)	\$ 16,000.00	\$ 13,860.00	\$ (2,140.00)
Recording of Legal Instruments (100-34102)	\$ -	\$ 4.00	\$ 4.00
Town Aid: In Lieu of Taxes (100-33460)	\$ 4,000.00	\$ 3,700.00	\$ (300.00)
Town Aid: Other (100-33620)	\$ 1,500.00	\$ 1,620.00	\$ 120.00
Credit Card Service Charge (100-36202)	\$ -	\$ 100.00	\$ 100.00
Interest Earning (100-36210)	\$ 4,950.00	\$ 6,077.00	\$ 1,127.00
Payroll & Taxes: Election Judges			
100-41960-122 (FICA)	\$ 500.00	\$ 800.00	\$ 300.00
100-41960-135 (Medicare)	\$ 500.00	\$ 150.00	\$ (350.00)
100-41960-171 (Federal tax)	\$ -	\$ 50.00	\$ 50.00
PERA			
100-41110-121 (Town Board)	\$ -	\$ 100.00	\$ 100.00
Election Supplies			
100-41410-208	\$ 1,000.00	\$ 1,500.00	\$ 500.00
Election Travel			
100-41410-331 (Clerks)	\$ 100.00	\$ 400.00	\$ 300.00
100-41960-331 (Judges)	\$ 1,000.00	\$ 700.00	\$ (300.00)
Office Supplies: accessories & copying			
100-41425-201 (Accessories)	\$ 500.00	\$ 1,000.00	\$ 500.00
100-41425-202 (Copying)	\$ 1,000.00	\$ 500.00	\$ (500.00)
Audit			
100-41540-301	\$ 8,600.00	\$ 9,275.00	\$ 675.00
Water Softener			
100-41940-228	\$ 750.00	\$ 75.00	\$ (675.00)
Septic Pumping			
100-41940-385	\$ 500.00	\$ -	\$ (500.00)
Dues: JPA Pump Maintenance			
100-43250-433	\$ 1,600.00	\$ 1,570.00	\$ (30.00)
Misc Expenses			
100-41110-435 (Books)	\$ 100.00	\$ -	\$ (100.00)
100-41110-490 (Donation)	\$ 100.00	\$ 80.00	\$ (20.00)
100-41426-433 (Notary)	\$ 100.00	\$ 50.00	\$ (50.00)
100-49003-433 (Credit Card fees)	\$ -	\$ 100.00	\$ 100.00

Road and Bridge

Original Budget

Revisions

Difference

Gravel Hauling			
201-43122-406	\$ 160,000.00	\$ 190,000.00	\$ 30,000.00
Dust Control			
201-43122-408	\$ 65,000.00	\$ 70,000.00	\$ 5,000.00
Ice and Snow Removal			
201-43125-310 (Plowing)	\$ 49,500.00	\$ 14,500.00	\$ (35,000.00)
Signage			
201-43126-409	\$ 3,000.00	\$ 4,000.00	\$ 1,000.00
JPA: Farmington			
201-43140-310	\$ 2,000.00	\$ 500.00	\$ (1,500.00)
JPA: Lakeville			
201-43141-310	\$ 1,500.00	\$ 2,000.00	\$ 500.00