

**KALMAR TOWNSHIP BOARD
TOWN BOARD MEETING
MARCH 20, 2023**

Attendees:

Supervisors: Glenn Quam, James Hanson, Jerome Fischer

Clerk/Treasurer: Robert Suchomel

Deputy Clerk/Treasurer: Keith Stanich

Road Contractor: Michael Wood

TCPA: Jered Staton

Also in Attendance: Four guests and three residents

Meeting was called to order at 7:00 pm by Chairman Quam.

Agenda Approval – Agenda was approved (M/M/S: Mr. Hanson / Mr. Fischer).

Road Rock Quotes – Mr. Hanson opened the 4 quote packages and read them aloud. A motion was made (Mr. Hanson, seconded by Mr. Fischer) to accept all quotes. Supplier representatives in attendance were asked about the number of trucks and drivers they have available. After discussion, Mr. Fischer made a motion to select Paulson Rock as the supplier for spring rock ‘delivered and spread’; Mr. Hanson provided a second and the motion passed.

Road Maintenance Quotes – Supervisors accepted the two quotes received (Olmsted County and Michael Wood LLC) on a motion by Mr. Hanson (second by Mr. Fischer) which was passed. After reviewing the quotes, Mr. Hanson offered a motion to continue with Michael Wood LLC for the next 2 years. Mr. Fischer seconded the motion and the motion passed.

Clerk’s Report – February meeting minutes and Board of Canvass minutes were approved (M/M/S: Mr. Hanson / Mr. Fischer).

Treasurer’s Report – Eleven claims submitted for payment (claims 1394 – 1404) totaling \$9,153.46 were reviewed; payment of claims was approved on motion by Mr. Fischer and second by Mr. Hanson.

Treasurer reported the bank account balances and suggested a transfer of \$9,000 from checking to money market. Mr. Hanson moved to transfer that amount and to approve the report. Mr. Fischer seconded the motion and it was approved. Account balances, after the transfer, as of 3/20/2023, are:

Checking	\$13,224.73
Money Market	\$84,550.89
6 month T-Bill (5/1/23)	\$299,952.51
6 month T-Bill (5/1/23)	\$249,994.87
6 month T-Bill (7/20/23)	\$199,962.15
6 month CD (9/14/23)	\$250,000.00
6 month CD (9/15/23)	\$250,000.00
TOTAL	\$1,347,685.15

Public Comment – None.

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New Business –

Temporary Use Permit – Byron Bio Solids – The permit requested annually by Byron for spreading solids from the waste treatment plant was reviewed. Mr. Hanson moved to approve and Mr. Fischer seconded. TUP was approved and signed.

Annual Meeting / Election Summary– Clerk Suchomel reported on election results and the recommendations made by electors. He explained that the levy numbers approved at the annual meeting are the maximum the township can levy in 2024. He asked if those numbers should be reported to the County immediately or if supervisors wanted to wait until after the upcoming road inspection tour where the extent of expected bituminous repairs could be verified. Supervisors asked him to wait since the numbers don't need to be reported until late summer.

Road Inspection Tour – April 11 (8:30 am) was selected for the spring inspection tour. Supervisors also accepted an invitation from Oxbow Park staff to tour the new nature center on the same morning.

SmithSchafer audit – Mr. Hanson and Mr. Stanich reported on their meeting with SmithSchafer CPAs where results of the township audit were reviewed. Auditors found no discrepancies with the township's financial records. Clerk handed out the final audit report booklet written by the auditors.

Enforceable Ordinances – Clerk passed out a list of the enforceable ordinances that are on record at the Sheriff's office. The sheriff asked that the list be reviewed for completeness. The recently enacted dog ordinance is not on the list. Clerk will see that it gets added.

Clerk Resignation – Clerk Suchomel announced that he will be resigning in April. It was noted that he and Deputy Clerk Stanich had been working together for the past 8 months and that Mr. Stanich was well prepared to take over the position

Old Business –

Metes&Bounds WXII LLC – TCPA had found an error in the drawing package for the parcel split that was approved at last month's meeting. John Keefe of Tony Montgomery Realty was in attendance to explain how the error came about and to answer any questions the board might have. The error was the omission of a 75 foot wide access strip to 14th St. He explained that the client had no intent to access 14th St at the present time but the strip is needed to prevent the parcel from being landlocked. Mr. Keefe stated that the seller and buyer were well aware that the location of 14th St may be altered by the planned interchange project. The board then called Jered Staton of TCPA to more completely understand what action the board needed to take. Mr. Staton explained that this is considered a minor change and that verbal approval would be adequate for him to proceed with getting the split recorded with Olmsted County. Supervisors gave that approval.

Road Status – Mike Wood told supervisors that he had bladed 14th St earlier in the day because the road had many large potholes. Mr. Fischer thanked him for that and noted that he had

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received complaints regarding that road. No other problems were reported. The board expressed confidence in being able to find workers to control traffic during the spring road rock period.

Burn Permits – Deputy Clerk Stanich summarized conversations he had with MN DNR Forestry staff. DNR did not realize that area townships have still been issuing burn permits. DNR explained that all townships should be telling residents to apply for permits via the DNR’s web site. Therefore, Kalmar will not issue burn permits this year. The township’s website now has a notice containing a link to the appropriate DNR page.

Franchise Fee Agreement– Mr. Fischer updated the board on conversations he had with KMTelcom regarding their application for a broad band grant to serve areas of the township and the township’s inquiry about receiving compensation for the use of our right-of-way. KMTelcom explained that their offering will not include cable services and thus franchise fees would not be applicable at this time. Kalmar did provide the company with a letter of support for their grant application.

19th Ave Bridge Replacement – Clerk told supervisors that the temporary easement Mantorville Township needed from a property owner on the east side of the road had been signed and forwarded back to Mantorville Township. Clerk also provided supervisors with MN statutes that deal with shared township roads (164.12 and 164.13).

Driveway Ordinance Draft–

Mr. Stanich reviewed progress on the document and said he will be sending out an updated draft for review in a week or so. Mr. Suchomel told the board what he had learned from Cascade Township about their ordinance and procedures.

Rochester – 65th St Agreement – Rochester City Council and Rochester Mayor have signed off on the agreement regarding maintenance responsibility for the several hundred feet of blacktop on 65thSt, just west of 60th Ave.

TCPA Meeting – Mr. Quam reported on the March TCPA meeting. Permit fees are increasing slightly this year. They are still looking to hire more staff.

Township Investments– Supervisors reviewed investments and decided to wait until next month to make any changes.

Reorganization Items –

Compensation to board members for meeting attendance and for hourly work was reviewed. Mr. Stanich will prepare a resolution for approval at the April meeting. A separate category will be added to cover road inspection tours.

Supervisors decided to retain the work assignments they held last year: Roads: Mr. Hanson; TCPA: Mr. Quam; Governmental liaison: Mr. Fischer.

Structure and makeup of the Planning/Zoning board and the Appeals board was discussed. Supervisors will discuss further at the April meeting.

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Supervisors decided to make no changes to the following policies: Financial Institution (First Security Bank and its affiliated Cetera Financial partner), Official Newspaper (Rochester Post Bulletin), Website (kalmartownship.org), Notice Board (glass case outside of town hall). In addition, the gopher bounty program, recycle program and Mount Hope cemetery donation will be the same as in 2022.

Resolutions covering ‘Contract with Interested Officer’ were completed for Mr. Fischer and Mr. Quam, which was done by unanimous approval of other supervisors with the interested officer abstaining; this acknowledges that the supervisor may perform hourly work for the township that could be performed by other workers. Supervisors will not be paid an hourly rate higher than what the township pays to other workers.

Miscellaneous Items –

Mr. Suchomel: Reminded members of 3 upcoming meetings.

Mr. Fischer: None.

Mr. Hanson: None.

Mr. Quam: A resident on 10th Ave called to ask if rock could be spread to fill in ruts. Mr. Quam explained that spring weight road restrictions are in effect and it is not possible to haul rock at this time.

Adjournment – Mr. Hanson made a motion to adjourn the monthly meeting; Mr. Fischer seconded. Motion approved; meeting ended at 9:03 pm.


Approved by the Board,

Attest,

Date: 4/17/23

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Board Chair

Clerk/Treasurer

For the Kalmar Town Board