

June 15, 2004

New Scandia Town Board was called to order by Chairman Dennis Seefeldt. The following Board Members were in attendance: Chairman Dennis Seefeldt, Vice Chairman Michael Hinz, Lisa Crum, Blair Joselyn, Nancy Madden.

CONSENT AGENDA

Blair Joselyn made a motion to approve the following consent agenda.

1. Clerk's minutes have been presented for 05-18-04 and 06-01-04 Town Board and 06-01-04 Planning Commission
2. Treasurer's report

Balance April 30, 2004	\$1,438,520.39
Receipts	43,834.67
Expenditures	118,799.74
Bank Charges	_ 39.20
Balance May 31, 2004	<u>\$1,363,522.82</u>

3. Approval of June vouchers

Nancy Madden seconded the motion and motion adopted unanimously.

Fire Chief/Steve Spence

Mr. Spence stated that 90 % of the New Scandia Firefighters have completed the National Standards course requirements. Mr. Spence also reported the New Scandia Fire Department does not offer C.P.A. classes due to the high fees charged by the American Heart Association.

Park and Recreation/Blair Joselyn

Marty McKelvey representative of the Cleat Kids Summer Program requested additional expense for shirts for the children and one assistant for the program.

Lisa Crum made a motion to approve the extra operating costs in the amount of \$330.00 for shirts and \$350.00 for one assistant for the Cleat Kids Program. Nancy Madden seconded the motion and motion adopted unanimously.

Mr. Joselyn reviewed the interview questions for New Scandia Township Park and Recreation Planning Consultants for the June 22nd meeting. It was agreed to send the interview questions to each applicant and also inform the firms the Board did not want a long presentation regarding their firms.

Mr. Joselyn reviewed the organization of the Park and Recreation Committee and suggested the committee elect a Chairman, Vice Chairman, and Secretary and provide an outline for the description of the officers.

A letter was reviewed from the League of Minnesota Cities Loss Control Services Administration regarding the BMX Track. It listed 7 unsafe conditions at the site. It was agreed to level the BMX Track and receive a quote from Scandia Trucking to rebuild another BMX Track.

The letter also reviewed the bleachers at the Scandia Lighted Ballfield. Mr. Jon Ludwig, New Scandia Township Building Inspector will instruct the Public Works Department how to correct the unsafe conditions.

Park Dedication Fees

Lisa Crum made a motion to increase the park fees for Minor Subdivisions and Major Subdivisions as follows: \$1500.00 per lot or 7% of the land. Michael Hinz seconded the motion and motion adopted unanimously.

Tom Peterson/Township Engineer

Nancy Madden made a motion to approve the 1st pay request to Universal Enterprise of Mid Minnesota in the amount of \$461,520.54. Michael Hinz seconded the motion and motion adopted unanimously.

Blair Joselyn made a motion to approve the buried electrical cable for Xcel energy at 22739 Olgilvie Avenue North. Lisa Crum seconded the motion and motion adopted unanimously.

Michael Hinz made a motion to approve the buried telephone cable for Frontier Communications at 23138 Oldfield Avenue. Nancy Madden seconded the motion and motion adopted unanimously.

Nancy Madden made a motion to approve the quote from Universal Enterprise of Mid Minnesota in the amount of \$24,669.05 for repair road work on 197th Street. Dennis Seefeldt seconded the motion and motion adopted unanimously.

Bid Opening For Seal Coating Project 2004

The following is a list of bids for the Seal Coating Project of 2004:

- | | |
|-----------------------|--------------|
| (1) Allied Blacktop | \$101,602.00 |
| (2) Astech Surface | \$143,080.00 |
| (3) Caldwell Asphalt | \$131,570.10 |
| (4) Pearson Bros Inc. | \$101,670.00 |

Michael Hinz made a motion to award the bid for the 2004 Seal Coating Project to Allied Blacktop in the amount of \$101,602.00. Blair Joselyn seconded the motion and motion adopted unanimously.

At this point in the meeting the New Scandia Town Board Meeting was closed for a personnel matter.

The New Scandia Town Board will convene in a closed session for preliminary consideration of allegations or charges against Brian Jemelka an employee of the Township. Pursuant to Minnesota State Statutes 13.D 06 Subdivision 2 (3) and Subdivision 3 (A).

Mr. Jemelka has received written notice of the closed meeting. The regular meeting shall reopen at the conclusion of the closed session.

The regular meeting was reconvened.

Mr. Seefeldt stated the following allegations regarding Township Employee Brian Jemelka:

- (1) The cutting up of a oak tree and removing it from Mr. Fred Heinonen property using Township equipment, during working hours.
- (2) The failure to keep the Public Works building in a neat, clean and orderly manner. Inappropriate items in the Public Works building.
- (3) Purchasing of a tire when the Township was changing all the tires on the tractor.
- (4) History of oral reprimands
- (5) Using Township equipment to pull a downed tree from private property on Quinnell Avenue.
- (6) Allegations regarding to tailgate a women at Highway 35 and 243.
- (7) A letter in reference to inappropriate items and signage on Township vehicles.
- (8) Use of Town truck for personal business.
- (9) A conformation with a Township Supervisor.

The Town Board agreed there have been oral and written reprimands, but it appears this has not improved the problems involving Mr. Jemelka.

Blair Joselyn made a motion to order a suspension for Mr. Brian Jemelka for 3 working days, June 23, 24, and 28th without pay. The wood is to be returned and explain and apologize why he removed the wood. Nancy Madden seconded the motion. The following amendment was made to the motion: The wood shall be returned and if not returned restitution to Mr. Heinonen. A written apology to Mr. and Ms. Heinonen. Motion and amendment adopted unanimously.

Mr. Heinonen presented pictures of the tree that was on his property and stated that 1/3 of the wood from the tree is missing. Mr. Seefeldt and Mr. Hinz would view the wood that was returned to the Heinonen property.

Freezer for Community Center

Nancy Madden made a motion to purchase a freezer for the Community Center in the amount of \$1043.26. Michael Hinz seconded the motion and motion adopted unanimously.

Speed Zone for 240th Street

Michael Hinz made a motion to accept the petition for the speed zone on 240th Street and submit the information to the State of Minnesota Department of Transportation. The Town Board realizes this is a through-fare street and 240th Street was built for collector standard and designed to collect and move traffic. Blair Joselyn seconded the motion and motion adopted unanimously.

Ms. Carol Kuschke/2002 Road Assessment

Ms. Kuschke had been to the New Scandia Township Board of Review regarding the property value of Lot 7, Block 1, Oakridge Acres. Ms. Kuschke had Elkin Soil Testing and Inspections did soil borings of the property and Ms. Kuschke presented a letter stating under the present code, this lot is not buildable. Ms. Kuschke had been assessed for two buildable lots on the 2002 Road Project and had paid the assessment in full in the amount of \$4260.00 in 2002.

Michael Hinz made a motion to refund \$2130.00 for the assessment on Lot 7, Block 1, Oakridge Acres if Ms. Kuschke has prove of combing the two lots. Lisa Crum seconded the motion and motion adopted unanimously.

Town Board Special Meeting With Public Works Department

The Town Board will have a special meeting on July 6, 2004 at 7:00 a.m. with the Public Works Department at the site.

Quinnell Avenue Repair

Michael Hinz made a motion to approve the concrete repair on Quinnell Avenue with the quote Mr. John Morrison received in the amount of \$700.00. Lisa Crum seconded the motion and motion adopted unanimously.

Nancy Madden made a motion to adjourn.


Dolores Peterson
New Scandia Township Clerk