

December 19, 2006

Chairman Dennis Seefeldt called the final meeting of the New Scandia Town Board to order at 7:30 p.m. The following members were present: Chairman Dennis Seefeldt, Vice-Chairman Michael Hinz, Michael Harnetty, Blair Joselyn and Nancy Madden; Administrator Anne Hurlburt.

PUBLIC FORUM

Scott Graven, 22811 Perkins Avenue, commented on problems of water run-off along Perkins Avenue. Water currently runs through Mr. Graven's backyard, over his septic and driveway. Town Engineer Tom Peterson was asked to look at this.

Mike White, 13310 188th Street, thanked the Board members for their many years of serving on the Town Board.

CONSENT AGENDA

The following consent agenda was presented:

- a) Minutes for Town Board meetings of 11-21-06, 11-28-06 Workshop, 12-5-06 with Planning Commission, 12-13-06 Board of Canvass, 12-13-06 Workshop.
- b) Treasurer's Report

Beginning Balance 11/01/06		1,140,978.46
Receipts		<u>34,742.19</u>
Expenditures	- 375,730.31	
Payroll	<u>16,348.09</u>	392,078.40
Adjustments <i>ACH Postage</i>		<u>- 1,000.00</u>
Ending Balance 11/30/06		782,642.25
- c) Payment of Vouchers.
- d) Approve Pay Request #2 and Final to Peterson Excavating for the Wessels Storm Sewer Project in the amount of \$728.79.

Nancy Madden made a motion to approve the consent agenda. Blair Joselyn seconded the motion and motion adopted unanimously.

PARK AND RECREATION COMMITTEE

Deb Campobasso, Chair of the Park and Rec Committee, was present to report on a proposal to sponsor a Family Open Gym time on Saturday mornings at Scandia Elementary. This program would run on four Saturdays beginning January 27 from 9:00 a.m. to noon at no cost to participants. The Committee has received approval from the Forest Lake School District, but will need to cover the cost of having a custodian on duty during activities. The Committee has approached both the Scandia-Marine Lions and the Forest Lake Athletic Association for possible funding. Supervisor Harnetty felt that this is a cost of having a recreation program and that the funding could come from Town funds if donations do not materialize. The Board instructed Ms. Campobasso to proceed with the program and to request funding from the two organizations.

Michael Harnetty made a motion to allocate up to \$600.00 towards the Open Gym program. Blair Joselyn seconded the motion and motion adopted unanimously.

POLICE DEPARTMENT

Deputy Chris Howard was present to report that police activity has been quiet during the past month. Deputy Howard also expressed his pleasure in working with the Town Board the past two years as the assigned deputy for New Scandia Township.

FIRE DEPARTMENT

Fire Chief Steve Spence was present to report on the Homeland Security Grant that has recently been awarded to Washington County to cover the cost of radio communication upgrades. Scandia Fire and Rescue will receive approximately \$44,000.00 in grant aid. This leaves a cost of \$22,000 to the department for the radio purchase. Fire Chief Spence will present more details on the timeline of this purchase as they become available.

The 2007 pay schedule was presented to the Board with a \$1.00 per hour increase in the base pay level for paid-on-call firefighters.

Nancy Madden made a motion to approve the 2007 Pay Schedule for the Fire and Rescue Department. Dennis Seefeldt seconded the motion and motion adopted unanimously.

Fire Chief Spence extended his compliments to the Board for their fine work these past years.

TOWNSHIP ENGINEER

Tom Peterson was present to report on an update of the 2007 Road Improvement Project. Mr. Peterson stated that 205th Street looks like a good candidate for DNR grant funding as it provides access to public water. Mr. Peterson expects a response from the DNR by January or February. The timeline for the 2007 project is on schedule, as surveying has begun and studies of 197th and 205th Streets is currently underway. Mr. Peterson suggested an informal meeting with residents of 197th and 205th Streets be scheduled for later in January. Supervisor Joselyn recommended an ecological consultant study the plant community in the vicinity of these sensitive roads. Mr. Peterson will refer to the "Spring Creek Report" done by the Watershed.

ADMINISTRATOR ANNE HURLBURT

Recreation Program Coordinator

Recreation Program Coordinator Marty McKelvey was present to report on proposed 2007 recreation programs. Many new program offerings are being added. Camp Lakamaga has offered to co-sponsor a number of programs. Programs for seniors and the disabled are also being looked into. Community Education may handle registrations, but details are being negotiated. The consensus of the Board was that everything looks good.

Park and Recreation Budget

Administrator Hurlburt suggested that a Parks Capital Improvement Fund be created in which revenues can be deposited to better ensure that state law requirements for park dedication fees are

met. There is currently a deficit of \$5,328.59 in the Park Fund due to improvements to the Hay Lake parking lot in 2006 at a cost of \$12,134.50, with revenue of \$6,200 from park dedication fees.

Michael Hinz made a motion to create a Parks Capital Improvement Fund with funding from all future park dedication fees. Nancy Madden seconded the motion and motion adopted unanimously.

Nancy Madden made a motion to move funds from the Capital Improvement Fund left from the 2006 budget into the newly created Parks Capital Improvement Fund. Michael Harnetty seconded the motion and motion adopted unanimously.

Audio-Visual Equipment Update

Administrator Hurlburt reported on the lack of response for bid proposals for A/V equipment in the Town Board Room that were requested by December 1, 2006. It was suggested to contact a designer to prepare plans and to outline equipment needed, so that the request for bids can then be more specific.

JANUARY 2, 2007 COUNCIL MEETING

Plans were discussed for a formal swearing-in of new council members at 7:00 p.m. with a short reception to follow. The community will be invited to attend the program in the Community Center hall. The business meeting will then begin at 8:00 p.m. A draft of an invitation and program were reviewed.

CERTIFYING 2007 TAX LEVY – RESOLUTION 12-19-06-01

Cities are required to certify a final levy by year-end. Washington County staff has recommended that the township certify a final levy for 2007 to ensure that there are no problems or issues with the tax levy due to the transition to city status.

Michael Hinz made a motion to adopt Resolution 12-19-06-01 Certifying Property Tax Levy Payable in 2007. Nancy Madden seconded the motion and motion adopted unanimously.

CERTIFICATE OF COMPLIANCE EXTENSION – JIM SIMPSON

A Certificate of Compliance for a 5,500 square foot ag building was issued to Jim and Peggy Simpson, 23393 Nolan Avenue, on November 1, 2005. Site preparation has begun, but the building has not yet been constructed. Mr. Simpson has asked for an extension of the CC, as they expire after one year.

Michael Hinz made a motion to approve Resolution 12-19-06-02 Extending the Certificate of Compliance for Jim and Peggy Simpson. Blair Joselyn seconded the motion and motion adopted unanimously.

Mr. Simpson's Certificate of Compliance will expire on November 1, 2007.

2007 PAY RATES

Michael Hinz made a motion to approve the 2007 pay rates for hourly Town employees. Nancy Madden seconded the motion and motion adopted unanimously.

GENO CAMPOBASSO – PETITION FOR ADDITIONAL HOCKEY ICE TIME

Geno Campobasso, 12590 Mayberry Trail, presented a petition to the Board stating a request for additional ice time to be set aside for open hockey on the ice rink. Mr. Campobasso would like the schedule revised to allow for alternating times between pleasure and open hockey hours on the rink. Supervisor Harnetty felt his request was logical but too late in the season to make a change in the schedule. Mr. Campobasso was advised to attend a scheduling meeting in the fall of 2007 to make suggestions. Hockey teams were allowed to reserve ice time up to December 1, 2006. Unused blocks of time may be designated as open hockey.

Michael Harnetty made a motion to now close reservations for ice time to hockey teams. Nancy Madden seconded the motion and motion adopted unanimously.

TEMPORARY SNOW PLOW OPERATOR

Bob Lindblom, hired as a temporary snowplow operator, will be on vacation through January 1, 2007. Arrangements have been made with Tom Helke to fill this position.

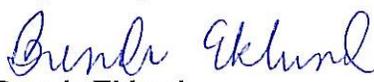
Michael Hinz made a motion to designate Tom Helke as temporary snowplow operator at a rate of \$16.50 per hour. Nancy Madden seconded the motion and motion adopted unanimously.

FAREWELL

Chairman Dennis Seefeldt recognized the out-going Board members Michael Hinz, Blair Joselyn and Nancy Madden with a listing of their many contributions to the Town Board. Their wonderful work will be missed.

Nancy Madden made a motion to adjourn the meeting. Dennis Seefeldt seconded the motion and meeting adjourned at 8:40 p.m.

Respectfully submitted,


Brenda Eklund
New Scandia Township Deputy Clerk

EMERALD ACRES – EXTENSION OF PRELIMINARY PLAT

New Scandia Township approved the preliminary plat of Emerald Acres on June 20, 2006. The Development Code reads that the final plat must be presented within 180 days (December 20, 2006). Steve May, developer, has requested an extension due to negotiations for the purchase of the property.

Michael Hinz made a motion to grant an extension of 180 days to Scandia Development, LLC to submit a final plat of Emerald Acres. Michael Harnetty seconded the motion and motion adopted unanimously.

APPOINTMENT OF A PROSECUTING ATTORNEY

Upon incorporation of the township, Washington County will no longer provide for prosecution of petty misdemeanor, misdemeanor and gross misdemeanor-level offenses committed in Scandia by adult offenders. Michael A. Welch, Hebert and Welch, P.A., has submitted a resume offering prosecution services.

Nancy Madden made a motion to appoint Michael A. Welch as the prosecuting attorney for the City of Scandia. Michael Hinz seconded the motion and motion adopted unanimously.

201 SEPTIC SYSTEM

Washington County Department of Public Health has submitted a draft budget of \$35,362 for maintenance and operation of the Bliss and Anderson/Ericksen sewer system.

Michael Hinz made a motion to approve the 2007 budget for the 201 sewer system. Blair Joselyn seconded the motion and motion adopted unanimously.

A letter was received from the State Auditor concerning the operating losses of the Sewer Fund in 2004 and 2005. The primary reason for the losses was an unfunded depreciation expense of \$30,000 per year. There were also some expenses in 2005 for system repairs, which were not passed along to users but taken from the fund balance. The annual budget does include funds for future repairs and replacements, and at the end of 2005 the fund balance was \$115,394.50. Washington County staff have indicated that major replacements will not be needed for at least 20 years, and that annual repairs have been relatively inexpensive. The annual replacement fund contribution (\$5,000 for 2006) and balance should be adequate. Collections on unpaid bills, which are certified to property taxes, have lagged. Billing procedures will be reviewed in the coming year and Ordinance 24 will be updated as it relates to billing procedures and rates for the sewer system. A letter drafted by Administrator Hurlburt in response to the State Auditor's concerns was discussed.

Michael Harnetty made a motion to approve the response letter to the State Auditor. Dennis Seefeldt seconded the motion and motion adopted unanimously.