

*EUREKA TOWNSHIP
DAKOTA COUNTY, STATE OF MINNESOTA*

TOWN BOARD MEETING OF JANUARY 25, 2021

Due to the Peacetime Emergency and social distancing guidelines, the Town Board Chair has determined it is not practical or prudent to conduct an in-person meeting. Accordingly, under Minnesota Statute section 13D.021, the following meeting shall be conducted entirely through teleconferencing or other electronic means.

I. Call to Order and Pledge of Allegiance

The Eureka Township Town Board meeting was called to order, via Zoom Meeting, at 7:00 p.m. by Chair Donovan Palmquist and the Pledge of Allegiance was given.

Supervisors Present: Donovan Palmquist, Tim Murphy, Lu Barfknecht, Ralph Fredlund and Mark Ceminsky.

Others Present: Chad Lemmons (Town Attorney), Nancy Sauber, Julie Larson, Randy Wood, Brian Ahern, Mike Callahan, Jody Arman-Jones, David Frame.

II. Approval of the Agenda

There were several additions to the agenda by Supervisors. *Motion:* Chair Palmquist moved to approve the agenda as amended, seconded by Supervisor Fredlund. **Roll call vote:** Donovan Palmquist – *Aye*; Tim Murphy – *Aye*; Lu Barfknecht – *Aye*; Ralph Fredlund – *Aye*; Mark Ceminsky - *Aye*. **Motion carried 5-0.**

III. Public Comment -none

IV. Citizen Business

Al Novacek PC MPM report questions.

Mr. Novacek was not in attendance for the meeting.

V. Road Report

Supervisor Palmquist reported that he had spoken to Mark Henry, Road Superintendent, about efforts to reduce slipperiness on the roads.

There were some complaints from citizens regarding the plowing of snow near their mailboxes.

VI. Commission Update -none

VII. Permit Requests-None

VIII. Treasurer's Report

A. Net Pay and Claims

Supervisor Fredlund moved to approve the Net Pay and Claims as submitted. Supervisor Palmquist seconded. **Roll call vote:** Donovan Palmquist, *Aye*; Ralph Fredlund, *Aye*; Lu Barfknecht, *Aye*; Tim Murphy, *Aye*; Mark Ceminsky, *Aye*. **Motion passed 5-0.**

David Frame (assisting the Township with financial duties in Ranee Solis' absence) asked that the Board not adjourn this meeting, but recess it instead to be continued on Tuesday, January 26. At that time, a Net Pay and Claims list will be presented for the three electronic payments for the IRS, PERA, and the State of Minnesota. After that is taken care of, Mr. Frame will work on reconciling the bank statements. He also reported that the federal rate for reimbursement for mileage will be \$0.56/mile for 2021.

The Board agreed to the request for a recess and reconvening the meeting.

Supervisor Ceminsky reminded those concerned that Mark Henry is to be submitting his time and mileage on those forms, not on an invoice, as he is an employee, not a contractor. Ceminsky also raised the issue that the Township should be billing Lakeville and Farmington monthly for portions of roads. The Interim Deputy Clerks said that they will check into this.

IX. New Business

A. VRWJPO Amendment to the Vermillion River Watershed Implementation Section

Supervisor Tim Murphy moved to approve signing without feedback. Supervisor Fredlund seconded. **Roll call vote:** Donovan Palmquist, *Aye*; Lu Barfknecht, *Aye*; Mark Ceminsky, *Aye*; Tim Murphy, *Aye*. Ralph Fredlund, *Aye*. **Motion passed 5-0.**

B. Lewis and Kisch audit letter

Supervisor Fredlund moved to accept the Lewis and Kisch bid for the audit for 2021. Supervisor Palmquist seconded. **Roll call vote:** Donovan Palmquist, *Aye*; Ralph Fredlund, *Aye*; Mark Ceminsky, *Aye*; Lu Barfknecht, *Aye*; Tim Murphy, *Aye*. **Motion passed 5-0.**

C. Sun Thisweek Dakota County Tribune bid

Supervisor Palmquist moved to accept the bid. Supervisor Fredlund seconded. **Roll call vote:** Donovan Palmquist, *Aye*; Tim Murphy, *Aye*; Lu Barfknecht, *Aye*; Mark Ceminsky, *Aye*; Ralph Fredlund, *Aye*. **Motion passed 5-0.**

D. MPCA Public hearing

The date of the hearing was noted.

E. Annual Meeting

Supervisor Fredlund stated that there will be a MAT Zoom meeting on Wednesday to discuss how to hold the Annual Meeting during Covid. Fredlund believed that the Annual meeting could be recessed to a later date for the vote on the levy. Chad Lemmons stated that there is a recommendation to not hold a vote on the levy via Zoom. The statute says the levy must be approved by citizens *at the meeting*. He also informed the Board that it has until September to notify the County of the approved levy amount.

Supervisor Fredlund moved to table this topic to the February meeting after MAT has held its Zoom meeting. Supervisor Palmquist seconded the motion. **Roll call vote:** Ralph Fredlund, *Aye*; Donovan Palmquist, *Aye*; Mark Ceminsky, *Aye*; Lu Barfknecht, *Aye*; Tim Murphy, *Aye*. **Motion passed 5-0.**

F. Storage building electric situation

Supervisor Fredlund advised the Board that when fully raised, the garage door shears off the first row of lights. The last row of lights does not go on. One switch by the door does not seem to do anything.

Supervisor Ceminsky stated that one switch by the door is for the outside lights, and the other is for the inside lights, but not the back row. The switch for the back row of lights is at the back of the cage in the building. He also said that the light fixtures were not supposed to be the drop-down ones that are there. Low profile lights were supposed to be installed, but that has not happened yet.

G. Attorney memo

Supervisor Ceminsky had a question on a memo from the attorney that was forwarded to the Board concerning the Clerk and Treasurer positions. It was determined that this was forwarded in error as it was an old memo and that the matter had been settled.

X. Old Business

A. Bank selection

Supervisor Fredlund was asked for a recommendation. He said he felt the first choice would New Market Bank. Supervisor Murphy moved to change Township banking from Castle Rock Bank to New Market Bank. Supervisor Fredlund

seconded. **Roll call vote:** Donovan Palmquist, *Aye*; Mark Ceminsky, *Nay*; Tim Murphy, *Aye*; Lu Barfknecht, *Aye*; Ralph Fredlund, *Aye*. **Motion passed 4-1.**

B. State grant for roads

Supervisors discussed possible projects for the grant application. Paving 240th to Eureka Estates, the Eureka Estates Drainage project, and straightening out the southern end of Denmark were mentioned. Supervisor Palmquist said he would discuss this with Road Superintendent, Mark Henry, tomorrow.

C. RFPs

The Interim Deputy Clerks will check with Rane Solis tomorrow on the scheduled conference call.

D. Eureka Estates Drainage project

Meeting on site with Kevin Pittelko was discussed, but it would be difficult in winter. Whether to have an open house for Eureka Estates residents to weigh in on their suggestions was brought up, but it was said the survey that was given them should cover that topic.

E. Newsletter content on housing density

Chair Palmquist said he had been trying to talk with Patrick Boylan of the Metropolitan Council, he but has not been able to yet. He suggested this topic be moved to the Town Board February meeting so he can discuss with Boylan first.

Julie Larson commented that, as a farmer who owns 500 acres, she is not interested in increasing housing density. She is happy with things the way they are.

F. Noxious Weed Report

Chair Palmquist was informed that another email from Todd Matzke was received asking for this report. Palmquist will get the required information when he comes in to sign checks on the day.

G. Audio-Visual setup in the meeting room

Supervisors Fredlund and Palmquist were at Town Hall for the training. It was reported that the system is relatively easy to use at this point. The additional laptop was delivered. The Township may need to procure the software to get just the audio recording of meetings.

XI. Other Business -none

XII. Minutes Approval

Supervisor Ceminsky moved to approve the Town Board minutes from January 11, 2021, as submitted. Chair Palmquist seconded. **Roll call vote:** Donovan Palmquist,

Aye; Lu Barfknecht, Aye; Ralph Fredlund, Aye; Mark Ceminsky, Aye; Tim Murphy, Aye.
Motion passed 5-0.

XIII. Deputy Clerk matters

A. The Town Hall office hours/days may need to be temporarily changed to accommodate Denise Williamson's availability. Supervisor Murphy moved that the Board allow the Interim Deputy Clerks the flexibility to change the hours as need be. Supervisor Palmquist seconded. **Roll call vote:** Donovan Palmquist, *Aye; Lu Barfknecht, Aye; Tim Murphy, Aye; Mark Ceminsky, Aye; Ralph Fredlund, Aye.* **Motion passed 5-0.**

B. Front door keys

The Interim Deputy Clerks asked for approval to give front door keys to David Frame and Denise Williamson. Supervisor Palmquist moved to give front door keys to David Frame and Denise Williamson. Supervisor Barfknecht seconded. **Roll call vote:** Donovan Palmquist, *Aye; Lu Barfknecht, Aye; Ralph Fredlund, Aye; Tim Murphy, Aye; Mark Ceminsky, Aye.* **Motion passed 5-0.**

C. Swearing in of Frame and Williamson

This has not been done yet, Supervisor Palmquist asked the Interim Deputy Clerks to remind Ranee Solis of this.

D. Motion on Johnson for Inspectron

Interim Deputy Clerk Nancy Sauber stated that for Inspectron to supervise the removal of both lean-tos, the one where the new building will be placed and another one, Inspectron has asked for something from the Board to okay this. Sauber said this was discussed with the Johnsons at the Planning Commission meeting, but not directly addressed by the Board in its motion to approve. The combination of the existing barn and the new structure puts the total accessory structure square footage at 4,992. The lean-to in question is bigger than eight square feet, thus it needs to be removed to stay within the limit for a 5-acre parcel. Supervisor Barfknecht moved that the lean-tos on the Johnson property must be removed. Supervisor Fredlund seconded. **Roll call vote:** Donovan Palmquist, *Aye; Ralph Fredlund, Aye; Lu Barfknecht, Aye; Tim Murphy, Aye; Mark Ceminsky, Aye.* **Motion passed 5-0.**

XIV. Adjournment

Supervisor Ceminsky moved to *recess* the meeting until Tuesday, January 26, 2021, at 7:00 p.m.; Supervisor Palmquist seconded. **Roll call vote:** Donovan Palmquist, *Aye; Ralph Fredlund, Aye; Mark Ceminsky, Aye; Tim Murphy, Aye; Lu Barfknecht, Aye.* **Motion passed 5-0**

The meeting recessed at 8:20 p.m.

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Chair Palmquist reconvened the meeting on Tuesday, January 26, 2021, at 7:00 p.m.

Those in attendance were Supervisors Donovan Palmquist, Tim Murphy, Lu Barfknecht, Ralph Fredlund, and Mark Ceminsky. Also in attendance were Randy Wood, Julie Larson, David Frame, Nancy Sauber, Gloria Belzer.

Since this was a continuation of a regular meeting, Supervisor Fredlund asked to add "Gravel Pit Reviews" and "Town Hall Locks" to the agenda. Supervisor Murphy moved to approve the agenda amendments; Supervisor Fredlund seconded the motion. **Roll call vote:** Donovan Palmquist, *Aye*; Ralph Fredlund, *Aye*; Tim Murphy, *Aye*; Mark Ceminsky, *Aye*. **Motion passed 4-0**, Supervisor Lu Barfknecht having not yet joined the meeting.

Supervisor Murphy moved to directly pay PERA to Empire Township for Denise Williamson's time at Eureka. Supervisor Palmquist seconded. **Roll call vote:** Donovan Palmquist, *Aye*; Lu Barfknecht, *Aye*; Ralph Fredlund, *Aye*; Mark Ceminsky, *Aye*; Tim Murphy, *Aye*. **Motion passed 5-0**.

GRAVEL PIT REVIEWS

The Deputy Clerk will send out reminders to the pit representatives, as well as a copy of the pertinent ordinance (CUP vs IUP pits).

TOWN HALL LOCKS

Supervisor Fredlund reported that when the Deputy Clerks arrived at Town Hall the morning of Tuesday, January 26, the printer was on and the record room was closed but unlocked. It is believed that the printer company can be contacted and a record of what copies and when can be had off the hard drive. In this way, the Board could determine who may have made copies unofficially. A locksmith was called and the locks in question have been changed.

RFPs There was a short discussion about the ending month of the lawn services contract. It was suggested that the Board would discuss the RFPs in much more detail at its first February meeting, on the 8th.

Chair Palmquist moved to adjourn the meeting; Tim Murphy seconded. **Roll call vote:** Supervisor Palmquist, *Aye*; supervisor Barfknecht, *Aye*; Supervisor Fredlund, *Aye*; Supervisor Murphy, *Aye*; Supervisor Ceminsky, *Aye*. **Motion passed 5-0**.

Respectfully submitted by Nancy Sauber, Interim Deputy Clerk.

Approved _____, 2021.

Town Board Chair

Interim Deputy Clerk
