

Eureka Township
Dakota County
State of Minnesota

Eureka Town Board Meeting of December 13, 2010

Call to Order

Chair Brian Budenski called the December 13, 2010, Eureka Town Board meeting to order at 7:00 p.m. Members present were Supervisors Nancy Sauber, Brian Budenski, Dan Rogers and Kenny Miller. Clerk/Treasurer Nanett Sandstrom was present to record the minutes. Pete Storlie was present as Planning Commission Liaison. Supervisor Carrie Jennings arrived at 7:02 pm. See attached attendance sheet for additional persons in attendance.

The meeting opened with the Pledge of Allegiance.

Approval of Agenda

The following additions were made to the agenda:

New Business: Chub Lake DNR Parking Area

Old Business: 6. Country Stone follow-up, a. thru c. move up to Attorney Related Business
and add: d. Status of Stipulation. (*Will be item j. under Attorney Related Business*)

Attorney Related Business: k. Other- the following items were added: Outdoor assemblies
Ordinance to Sheriff

Old Business: 7. Other- add:

Status of Progressive Insurance Claim for trees

Non- Compliance Septic Letters- next step

Carol Nassif Dog Kennel License Renewal

Planning Commission Update: Road Review Date

Attorney Related Business item d. table- Pools and Kennels Ordinance

Newsletter

A motion by Supervisor Brian Budenski: To approve the agenda as amended. The motion was seconded by Supervisor Dan Rogers. The motion carried by unanimous vote.

Public Comment Period

Pat Mahowald, 6429 265th St W., commented to the Town Board on road conditions with the recent snow storms. In the first storm, the snowfall stopped at midnight on Friday and the plow did not arrive until 9:00 am Saturday. Other years the grader often came through early in the morning. In the second snowstorm, it stopped snowing about suppertime on Saturday. The road grader showed up around 6 pm on Sunday night. All of Sunday was sunny and the winds were subsiding. 265th was blocked for 30 hours. He encouraged the Board to consider getting the machines get out earlier to plow the roads.

Treasurer's Report

Checking Account Balance: \$529.70. Outstanding Checks: \$285.35. Savings Account Balance: \$173,687.59. CD Account Balances: \$64,021.18. The Ledger Balance as of November 30, 2010, is \$237,953.12.

A motion by Supervisor Dan Rogers: To approve the Treasurer's Report as presented. The motion was seconded by Supervisor Carrie Jennings. The motion carried by unanimous vote.

The Town Board reviewed the Claims Lists and Net Pay Account Distribution.

Bills and Receipts

The Clerk presented the following bills for payment:

Henry's Excavating	Road maintenance thru 11/30/2010	\$4,556.50
MNSPECT	Inspection Service -November	\$82.50
Dakota Electric Association	Town Hall Electric	\$91.94
Frontier Communications	Phone Service Town Hall	\$111.94
Culligan	Water Softener Town Hall	\$28.51
Dick's Sanitation	Garbage Service Town Hall	\$42.81
T & C Commercial Cleaning	Clean Town Hall – December	\$42.75
Kelly & Lemmons	Legal Services thru 11/30/2010	\$337.50
PERA	Payroll Period 11/1/2010 to 11/30/2010	\$170.06
Nanett Sandstrom	Expenses 11/1/2010 to 11/30/2010	\$306.09
TKDA	Commercial/ Industrial Study	\$1,118.46
TKDA	Windmill LLC Development Agreement	\$68.62
Proservice Lawn	October 2010 (3 times)	\$288.56
Carol Kelly	PC Recorder- 11/1/2010 to 11/30/2010	\$101.58
Nanett Sandstrom	Clerk Payroll 11/1/2010 to 11/30/2010	\$1,089.66
IRS	December Deposit	\$512.28
M & R Sign	Signs	\$982.42
Laverne's Pumping Service	Pumping of Town Hall Septic	\$230.00
Nancy Sauber	Reimbursement training	\$45.00
EMC Publisher	Legal Ad	\$140.00
USPS	Commercial/ Industrial Study mailing	\$528.00
State of Minnesota	Withholding 4 th Qtr	\$138.83
Brian Budenski	Supervisor Payroll 4 th Qtr	\$387.87
Carrie Jennings	Supervisor Payroll 4 th Qtr	\$249.34
Kenny Miller	Supervisor Payroll 4 th Qtr	\$212.40
Dan Rogers	Supervisor Payroll 4 th Qtr	\$212.40
Lu Barfknecht	Planning Commission Payroll 4 th Qtr	\$110.82
Cheryl Groves	Planning Commission Payroll 4 th Qtr	\$36.94
Vince Mako	Planning Commission Payroll 4 th Qtr	\$120.05
Ken Olstad	Planning Commission Payroll 4 th Qtr	\$267.81
Pete Storlie	Planning Commission Payroll 4 th Qtr	<u>\$133.91</u>
Total Bills Presented		\$12,751.55

The TKDA Billing for the Commercial/Industrial Study will be taken out of the Lakeville Annexation/ Consultant Fund. The TKDA Billing for Windmill, LLC Development Agreement will be charged back to Windmill, LLC.

The Commercial/Industrial Task Force decided to enclose a stamped, addressed envelope in the survey mailing. The Board agreed with this expenditure. The \$528.00 claim for USPS is for 1200 stamps for the mailing. To date the TKDA billing for the study is \$2,277.00. The remaining balance is \$14, 572.00.

There was a question on the Attorney billing. There was a charge on 11/8/2010 for drafting and sending a memo re: Township paying stipend for cell phone and the effect on public data. The charge was \$33.75. The Town Board felt that this charge was in error. The amount was deducted from the Attorney’s payment for the 11/30/2010 billing.

Nancy Sauber’s claim for reimbursement Training for the September SLU event was presented as \$45.00. It was corrected to \$48.00.

The Town Board reviewed the following financial reports prepared by the Clerk: Current Investments, Statement of Receipts and Balances, Cash Control Statement, Disbursements Register, and Receipts Register.

The following receipts were deposited in November of 2010:

<ul style="list-style-type: none"> • <u>Local Permits</u> 			
Hat Trick- Driveway Permit Application	\$50.00	Julie Larson- Application Ag Building	\$25.00
Carol James- Demo Permit 10-24	\$383.10	Richard Martin- Permit 10-25	\$175.67
Norblom Plumbing- Permit ET10-007	\$80.00	Wat Lao- Permit 10-13	\$433.77
<ul style="list-style-type: none"> • <u>Other Receipts</u> 			
Lu Barfknecht- RASP Sign	\$15.75	Mount Olivet Retreat- In Lieu of Taxes	\$1,450.00
MN Dept of Finance- Market Value	\$13.13	Dakota County- Tire Collection	\$8,167.00
T & C Comm. Cleaning- RASP Sign	\$15.56		
TOTAL RECEIPTS AS OF NOVEMBER 30, 2010			\$10,808.98

Supervisor Brian Budenski reviewed the Clerk’s Books for November.

The Clerk adjusted the Claims List to reflect the two changes that are noted above. A new Claims List was presented.

The following Disbursements were presented and read by the Town Board Chair: Claims of \$9,792.02. Board and Planning Commission Payroll of \$1,731.54. Clerk & Recorder Payroll of \$1,191.24. A Total of \$12,714.80.

A motion by Supervisor Brian Budenski: To approve the Disbursements as read. The motion was seconded by Supervisor Nancy Sauber. Roll Call vote was taken on the motion. Kenny Miller- Aye,

Carrie Jennings- Aye, Brian Budenski- Aye, Nancy Sauber- Aye, Dan Rogers- Aye. The motion carried by unanimous vote

A motion by Supervisor Kenny Miller: To approve the balance of the Financial Reports. The motion was seconded by Supervisor Nancy Sauber. The motion carried by unanimous vote.

Budget

The Town Board reviewed the budget.

Contractor Time

The road concerns on 265th St were discussed. The Road Contractor commented that he is bound to start where there is the greatest population, which is the NW corner of the Township. He follows a route. He has one blade designated for the Township. Everything needed to be V-plowed. Some areas it took an hour to go 100 feet. One issue was cars that were stuck in the roadway, causing delays.

The Road Supervisors commented that some residents are pushing snow from their driveways onto or across the road. This slows the plowing of the roads. It is illegal to plow or push snow onto Township roads. This information will be put in the newsletter and also sent to residents who are pushing snow across or onto the roadway.

Ice issues were addressed. The Road Contractor requested to mix a higher salt/sand mixture. (20%) He will attempt to carve some of the ice off the road and apply salt/sand.

Planning Commission, Permits

A. Land Use & Zoning Issues

1. Julie Larson

Julie Larson, 24510 Highview Ave., requested to build a 48'x80' pole building with a 16' x 32' lean-to with 16' sidewalls for farm machinery storage (4342 sq. ft.) at 8305 250th St W. An Ag Exempt form was submitted. The distance of 250'+ to the nearest residence was added to the application. The distance was confirmed by the Town Board by checking on Google Earth.

A motion by Supervisor Nancy Sauber: To approve the Building Permit Application for 8297 250th St. W. for a Farm Machinery Building of 4342 sq. ft. The motion was seconded by Supervisor Dan Rogers. The motion carried by unanimous vote.

Julie Larson, 24510 Highview Ave., requested to build a 30'x112' loafing barn at 8297 250th St. W. The barn will have a 12' sidewall on the west end. The east end will be open. An Ag Exempt form was submitted. The distance of 250'+ to the nearest residence was added to the application. The distance was confirmed by the Town Board by checking on Google Earth.

A motion by Supervisor Nancy Sauber: To approve the Building Permit Application for 8297 250th St. W. Farmington for a loafing barn 30' x 112'' with 12' sidewalls. The motion was seconded by Supervisor Dan Rogers. The motion carried by unanimous vote.

B. Other Business CUP Reviews

1. Prairie Creek Community School

Carolyn Jones, Director of Prairie Creek Community School, was present for review of their CUP. Carolyn presented the Town Board with their 2010 Annual Report on Curriculum, Instruction and Student Achievement. There were no complaints received.

A motion by Supervisor Nancy Sauber: To approve the review of the Conditional Use Permit for Prairie Creek School for this year. The motion was seconded by Supervisor Carrie Jennings. The motion carried by unanimous vote. By Ordinance, review of CUPs carries a fee of \$25.00.

2. Westwind Education, Inc.

Tom Chellberg of Westwind Education was present for the review. Required Documents of the CUP were presented to the Town Board. Road Supervisor Kenny Miller advised Mr. Chellberg that they are in violation of Township Ordinances with the snow removal of their driveway. They pushed the snow across the road and have left a large pile of snow in the roadway and on another person's property. The Town Board requested that they remove the snow from the roadway and permission be obtained to pile the snow on the adjacent property, if they plan to continue to do so.

A motion by Supervisor Nancy Sauber: To approve the review of the Conditional Use Permit for the Westwind private school at 8670 240th St. W. Lakeville, with the notation that they need to deal with the snow as explained by Supervisor Kenny Miller. The motion was seconded by Supervisor Dan Rogers. The motion carried by unanimous vote.

3. Wat Lao CUP Review

No representative was present. There are complaints that need to be addressed. The Clerk was asked to send a reminder to Wat Lao of their CUP review.

Sheriff's Deputy

Deputy Sheriff Pederson stopped in to briefly talk with the Town Board.

A. Planning Commission Update- Pete Storlie

Public Hearing December 6, 2010- The Planning Commission recommended approval of both the Lot of Record and Subdivision Ordinances, with minor changes.

Membrane Structures- A memo was sent out to the Town Board. There were 4 options outlined. *See attached memo.* Discussion of the memo followed. The Town Board felt that the report was adequate; no further action by the Planning Commission is required.

Building Permit Application Revisions- The Planning Commission recommended approving the revised Building Permit Application with a few minor changes. In the property owner section an E-mail address should be added to contact information. Move up e-mail address in Contractor section so it is no longer in the black line. In the Project Detail section, it should read: "Total sq ft of primary structure."

Road Tour- Was cancelled. There is no sense of doing a tour this fall because of the amount of snow. A report was put together from past inspections. The Planning Commission will review it at their January Meeting. The Road Contractor will be asked to attend the meeting to go over his road concerns.

New Planning Commission Member- No applications were received.

Comprehensive Plan Status- A letter was received from the Met Council; a surface water issue remains. Planning Commission Chair Ken Olstad is following up on the response from the Met Council.

B. Attorney-Related Business

a. Subdivision Ordinance

The Town Board discussed recommended changes to the Subdivision Ordinance by the Planning Commission from the public hearing. The Attorney suggested amending the document before adopting it by adding: "If requested by the Town Board" as a subclause at the beginning of E.1. A few typos were noted and corrected.

A motion by Supervisor Nancy Sauber: To approve Ordinance 2010-5, An Ordinance for Purposes of Regulating the Subdivision of Land within the Town of Eureka as submitted, but with the further changes of: under Section 5. E. To add to No. 1 "If requested by the Town Board" then continuing "one or more drawings..." On Section 6. A., correcting the first sentence to say: "The Town Clerk shall accept an application for subdivision only upon payment of..." B. Second line, "Cost Sharing" should be hyphenated. ("Cost-Sharing"). Section 10. E, last line should be: "necessary to insure preservation *of*" (not "or"). The motion was seconded by Supervisor Brian Budenski. The motion carried by unanimous vote.

The Attorney read the summary statement for approval. The summary included the title of the Ordinance and a statement that the full copy of the ordinance is available at the Town Hall for review. The summary: Ordinance 2010-05 requires that all proposed divisions of land be submitted to the Township for approval. The Ordinance establishes the information required to be provided and the process for approval.

A motion by Supervisor Nancy Sauber: To approve the Summary as Trevor has presented for publication. The motion was seconded by Supervisor Carrie Jennings. The motion carried by unanimous vote.

b. Buildable Lot Ordinance

One correction was noted on the Buildable Lots Ordinance. Section 3, Section 1, A.3. should read Chapter 4, Section 14(A).

A motion by Supervisor Nancy Sauber: To approve Ordinance 2010-6, An Ordinance Amending the Zoning Ordinance (Ordinance No, 3) Regarding Lots of Record as submitted, except for the correction on Section 1. A. 3. should read:"the proposed construction meets all other criteria for a Conditional Use Permit as stated in Chapter 4, Section 14(A) of this Ordinance". The motion was seconded by Supervisor Brian Budenski. The motion carried by unanimous vote.

The following summary was presented by Attorney Trevor Oliver: Ordinance 2010-06 revises the density standards applicable to construction of single-family dwellings in the Township, allowing a house to be built on a "Pre-1982 Lot of Record" as a Conditional Use.

A motion by Supervisor Nancy Sauber: To approve the Summary for Ordinance 2010-6 as submitted for publication. The motion was seconded by Supervisor Carrie Jennings. The motion carried by unanimous vote.

c. VRWJPO Meeting on Enforcement in Eureka

The VRWJPO Board adopted a resolution to commence enforcement of the VRWJPO Rules in the portion of Eureka Township within the Vermillion River Watershed. As a result of that action, the VRWJPO needs to determine appropriate means for the VRWJPO to receive and evaluate permit applications and applications to subdivide properties to be able to determine if a proposed project triggers a Watershed Permit or the application of VRWJPO Rules.

A motion by Supervisor Carrie Jennings: That all permits in the Vermillion River Watershed portion of the Township be sent to the VRWJPO for their review. The motion was seconded by Supervisor Brian Budenski. This is a recommendation to the VRWJPO on how to enforce their Ordinance. The motion carried by unanimous vote. Supervisor Carrie Jennings will let the VRWJPO know of the Board's action.

Wat Lao

There is a Federal Law saying that Religious Organizations are exempt from any land use laws that would restrict religious practices. Finishing the gate in accordance with building codes, issues of lot lines or junk vehicles on the property are not restricting religious practices. The Township can enforce these issues on the Wat Lao property.

d. Nuisance- Noise Section

A rough draft of the Noise Section was presented by the Township Attorney. He recommended that the Noise Section be a separate Ordinance from the Nuisance Section. Trevor briefly explained the content of the Ordinance. The Town Board engaged in discussion with the Attorney on the content of the ordinance. The Attorney should have additional Ordinance language for the January Town Board Meeting.

e. Buffington

The Attorney is in the process of checking on where the administrative appeal is. There are building code issues that need to be addressed. The Attorney is leaning towards recommending civil action to address the matter.

f. Hawkins

The trial was last week. It was a misdemeanor complaint. The judge found him Mr. Hawkins not guilty of a misdemeanor. There is no appeal process. Mr. Hawkins cannot be charged for doing the work without a permit. The judge did not apply the Building Code. Per Building Codes, the trailer still needs to be anchored. This matter may ultimately need to be addressed in a similar fashion to the Buffington situation-that is, along the civil route.

g. Pre-1982 Lot of Record Policy

The Attorney submitted a draft Pre-1982 Lot of Record Policy for the Town Board’s review. Board members expressed the opinion that the policy was well-stated and clear.

A motion by Supervisor Nancy Sauber: To adopt the Pre-1982 Lot of Record Policy as presented by the Attorney. The motion was seconded by Supervisor Carrie Jennings. The motion carried by unanimous vote.

h. Windmill Mine -revised site plan

Town Engineer report on berm extension 12/10/2010

The following items remained in the Town Engineer’s comments:

1. The method of vegetating the berms should be specified similar to note 4 on the original plan. Kenny agreed to have Sunde Engineering incorporate this into the site plan. If there is more than one MN DOT seeding mix used, as Kenny stated, both should be listed and it should be indicated which is used on which berm.

2. Town Board is satisfied with the berm location.

6. It is unclear what activities will take place in the area on the site plan labeled “blending operation and stockpile area” which is within 1,000 feet of an adjacent residence.

The crushing and screening areas are outside the 1,000-foot setback area, per the Ordinance. Similarly, blending of the materials and thus the blender’s location must be outside of the 1,000 foot setback area. Any processing equipment, which includes the blender, must be at least 1,000 feet away from any residence. Conveyor belts will be running to make the stockpiles within the 1,000 area. The Attorney does not see a problem with conveyor belts running within this area or with stockpiles located there. The area will be relabeled as “stockpiling area”.

The Township Attorney recommended that the Town Board let the Town Engineer know that the Town Board is okay with the location of the berm. Once Township Engineer Ron Quanbeck receives the finished product from Kristen Pauly of Sunde Engineering, he can approve it administratively. Supervisor Carrie Jennings will forward this information to Ron.

i. Septic Policy

The septic policy refers to an extension to the pumping schedule based on the length a property is vacant. The Attorney was directed to draft a policy.

Ordinances to Sheriff (Old Business A. 4.)

Supervisor Nancy Sauber asked the Attorney if the Outdoor Ordinance needs to be sent to the Sheriff’s Department as well. Trevor did not feel that it needs to be sent. It was also asked if the entire Ordinance or just sections should be sent. The Clerk was asked to send what she had put together to Trevor for review before it is sent to the Sheriff’s Department.

j. Country Stone Follow-up

a. *Complete SWPP*- Not received

- b. *OSHA and White Noise Report*- (Was to be completed in November) Not received. It will need to be done when the site is back in operation in the spring.
- c. *Palletized storage in sync with site plan*- Yes, the entire area is designated as storage.
- d. *Septic Compliance*- The Septic Inspector inspected the property. It is in compliance and is appropriately sized for the number of employees. Brian will contact Darrel Gilmer and have him submit something in writing.

Ron Bjustrom of Country Stone was planning to attend the December Town Board meeting, but could not come due to weather. Supervisor Brian Budenski will check on the two outstanding issues.

- e. *Status of Stipulation*- The Attorney is drafting this to attach to become part of the Judicial Order. It needs to be sent to Country Stone's Attorney and be submitted to the Judge.

Mr. Hawkins asked since the Judge decided in his favor if his Application fee of \$25.00 could be refunded. The application fee is not a refundable fee. It was not refunded.

The Town Board took a short break at 9:40 p.m. The meeting resumed at 9:50 p.m.

Newsletter

The Newsletter will not go to print until after the January Town Board Meeting. Snow plowing issues will be addressed in the Newsletter. Other Township issues were discussed for the Newsletter.

D. Building Inspector Contract- MNSPECT

The Building Inspector emailed the Town Board the updated Building Inspector Contract. A motion by Supervisor Nancy Sauber: To approve the Building Inspector Contract as submitted. The motion was seconded by Supervisor Carrie Jennings. The contract is for 3 years. Once the original document is received, it will be signed by the Town Board Chair and a copy returned to the Building Inspector.

E. Commercial/Industrial Survey

1. **Survey**- A copy of the draft survey was presented to the Town Board for approval before being sent.
2. **Cover Letter**- A copy of the cover letter was presented to the Town Board for approval before being sent.

A motion by Supervisor Carrie Jennings: To approve the survey and associated documents that summarize the Market Study. The motion was seconded by Supervisor Dan Rogers. The motion carried by unanimous vote.

F. NCRWMO meeting report

Supervisor Carrie Jennings reported on the NCRWMO meeting. *See attached notes from the November 17, 2010, North Cannon River Watershed Management Meeting.*

Old Business

A. Misc. Updates

1. County-posted signage on Dodd at 225th St. - Supervisor Nancy Sauber spoke with the County Traffic Engineer, Kristi Sebastian. The signs are borrowed from Washington County. They will be in place for a week. The Sheriff was to be contacted by Ms. Sebastian for enforcement at the site. Ms. Sebastian had also hoped to place an educational article in the local newspaper. In the spring, if the Township feels it is still a problem, the County would be happy to temporarily place the signs again. The County does not like to place permanent signs that restate the law, because then motorists think that it applies only to that particular location and that passing on the right, for example, is permissible where it is not posted.

2. County as-built reports

The Clerk reported that the County will be able to start sending as-builts in January after their new system is in place. The Township could request and pay for past as-builts. The Town Board agreed to move forward in receiving County permitted as-builts and not to ask for copies of past installed systems.

3. Kelly Aggregate- sign permanent placement

The Building Inspector has voided the sign permit application from Kelly Aggregate, due to the length of time the application process has taken. The sign was permanently installed in November. No inspection has been requested on the sign. No permit fees have been paid for in association of the permit. MNSPECT is requiring that a new application be submitted. The Clerk was asked to contact Mr. Brosseth and let him know that the Board stands behind the Building Inspector's decision.

4. Status of Ordinances to Sheriff- already addressed

5. Countertop extension, podium, bulletin board

The countertop extension and podium are complete and ready to be picked up and or installed. Pete Storlie will contact the Clerk and coordinate the installation of the bulletin board. These will all be installed by the Annual Meeting in March.

6. Other

Status of Progressive Insurance Claim for trees- Waiting for response

Non- Compliance Septic Letters- next step- The Clerk was asked to draft a second letter.

“Enforcement Pending” on top of letter giving 30-day's notice to bring into compliance.

Supervisor Carrie Jennings will proofread the letter.

Carol Nassif Dog Kennel License Renewal- Carol has not renewed the Kennel License. The Clerk was asked to send a reminder notice.

Minutes

The following change was made to the November 8, 2010, Town Board Meeting Minutes: Page 3, near the bottom, “year round” should be hyphenated. (“year-round”)

A motion by Supervisor Nancy Sauber: To approve the Eureka Town Board Meeting of November 8, 2010, with the one correction. The motion was seconded by Supervisor Brian Budenski. The motion carried by unanimous vote.

New Business

Chub Lake DNR Parking Area

Verbal complaints have been received by a property owner near the Chub Lake parking area. The Sheriff was called and they could not do anything, because the area is not posted with no parking signs.

A motion by Supervisor Carrie Jennings: To install no parking signs on the south side of the DNR parking lot. The motion was seconded by Supervisor Brian Budenski. The Road Supervisors were asked to check into requirements for installing signs. The motion carried by unanimous vote. "No parking signs" will need to be purchased.

Lake Marion Triathlon

All the proposed routes are on County roads. The Clerk will inform them that since the routes are on County Roads, they should contact the County about the triathlon.

Complaint- 24235 Highview Ave.

A complaint was received about landscape fabric and rocks in the Township right of way. The complaint stated that this is a danger to all motorists who drive on Highview Ave. as well as a violation of Township Rules.

Supervisor Brian Budenski removed himself from Town Board discussion on this item, due to conflict of interest.

The Town Board reviewed the complaint and commented that it is a misdemeanor to put materials in the right of way. It has to do with drainage and access to utilities. One issue is what the legal road right of way is at the location. The Attorney will be contacted for legality for continued discussion at the January Town Board Meeting.

Plowing Township Roads- There are some emergency providers residing in the Township. If an emergency provider identifies himself/herself to the Township Road Supervisors, the Road Supervisors will arrange with the Road Contractor to give his/her driveway entrance extra attention so as not to block it when plowing Township roads.

Clerk/Treasurer Presentation

Board of Appeals & Equalization, Tuesday, April 26, 2010, 10:30-11:30 a.m.

The Township Financial Audit is scheduled in February, 2011.

Check no. 6103 written to Pat Fossum for election judge has not been received by Pat. The Clerk checked and the incorrect address was printed on the check. The Clerk stated that she would reissue the check and void the original check. Check no. 6143 was written replaced check no. 6103.

Building Permit Application Form

A motion by Supervisor Carrie Jennings: To approve the Building Permit Application form +

motion carried by unanimous vote.

The battery on the laptop needs to be replaced and the printer is not working correctly.
A motion by Supervisor Brian Budenski: To approve up to \$500 to purchase a new printer by Nanett. The motion was seconded by Supervisor Nancy Sauber. The motion carried by unanimous vote.

A motion by Supervisor Nancy Sauber: To adjourn. Motion seconded by Supervisor Dan Rogers.
Meeting adjourned at 10:58 p.m.