

**EUREKA TOWNSHIP**  
*Dakota County, State of Minnesota*

**TOWN BOARD MEETING**  
**September 27, 2022 – 7:00 P.M.**

**Call to Order**

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

Supervisors Present: Donovan Palmquist (via Zoom), Ralph Fredlund, Nancy Sauber and Kathleen Kauffman.

Others Present: Mark Henry, Charles Kauffman, Melanie Storlie.

Zoom Attendance: Ranee Solis, Gloria Belzer, Deb Burkhardt, Julie Larson, Colleen Riley, Randy Wood, Jeff Otto, Brian Ahern, Nancy Norton, Carol Cooper.

**Approval of the Agenda**

The following changes were made to the agenda:

- Add B. Spirit Ranch CUP to Attorney Items

*Motion:* Vice Chair Palmquist moved to approve the agenda as amended. Supervisor Fredlund seconded. *Motion carried 4-0.*

**Road Report – Mark Henry**

- Need to touch up the roads but there has been no rain. We will grade and repair potholes when we get some rain in the coming month.
- Need to take a road tour to note gravel needs for next year. We also need to get the ditch mowing back on track.
- Approached the fair board to get a quote on used jersey barriers.

**Sheriff's Department**

- Continuing to monitor traffic and racing.
- Suggest placing hay bales on the closed portion of 245<sup>th</sup>.

**Public Comment - None**

**Consent Agenda**

- A. Net pay and claims
- B. Confirm special joint TB/PC workshop with attorney for 10/29/22, 9am-noon
- C. Marketing Clarity quote for website maintenance
- D. Supervisor Kauffman transition plan

Supervisor Fredlund requested to remove item A. from the consent agenda.

Supervisor Sauber requested to remove items C. and D. from the consent agenda.

*Motion:* Vice Chair Palmquist moved to confirm the special joint workshop for October 29<sup>th</sup> from 9am-noon. Supervisor Sauber seconded. *Motion carried 4-0.*

## **Old Business**

### Status of Clerk/Treasurer job offer

Supervisor Fredlund reported that the candidate, Danrae Delo, has declined the job offer. In light of the issue being insurance costs, the Board agreed to increase the health insurance benefits to \$500/month.

*Motion:* Supervisor Sauber moved to re-offer Danrae Delo \$500/month toward health insurance, but her decision needs to be made right away. Vice Chair Palmquist seconded. *Motion carried 4-0.*

*Motion:* Supervisor Sauber moved to repost the job on Indeed, listing the benefits as agreed upon by the Board. Supervisor Fredlund seconded. *Motion carried 4-0.*

### Urban town powers

Attorney Ruppe has determined conclusively that Eureka Township does not have urban town powers. Because of this, the Township's Data Practices policies need to be revised.

*Motion:* Supervisor Kauffman moved to rescind the Data Practices policies effective immediately and appoint Vice Chair Palmquist and the Clerk to consult with the Town Attorney to draft a new set of policies consistent with requirements for townships without urban powers. Vice Chair Palmquist seconded. *Motion carried 3-1*, with Supervisor Fredlund opposed.

## **Attorney Items**

### Housing right transfer text amendment review

Supervisor Kauffman offered to schedule a conference call between Bob Ruppe, Nancy Sauber and Jeff Otto to discuss and finalize the text amendment before the next Town Board meeting. The parties involved agreed to meet October 3<sup>rd</sup> at 1:00 pm.

### Spirit Ranch II CUP

Supervisor Kauffman reported that although the CUP does not have a requirement to appear for the annual review, the Ordinances regarding CUPs do require that a feedlot certificate be maintained and submitted every 4 years. The Board requested the Clerk draft a letter requesting transmission of the current feedlot certification.

## **New Business**

### Statement to community on September 15<sup>th</sup> town elector vote

Supervisor Kauffman requested to post a statement to the community on the Township website regarding the outcome of the special Town meeting, along with a copy of the packet that was presented. The Board suggested the following amendments to the draft letter presented:

- Include the list of Ordinances proposed.

- Remove language stating that this will not be presented again. We will not present again without clear community mandate.
- Request public input. Provide suggestions on how you want the Board to enforce the Ordinances.
- Firearms Ordinance already has a fine associated with it. Make a footnote to that effect.

Supervisor Sauber noted that if another Town meeting is scheduled, it needs to take place at a larger venue. The requirements for a public meeting are not met if everyone cannot see and hear.

Net pay and claims

The Clerk presented payroll in the amount of \$2,792.47 for payment.

The following claims in the amount of \$30,231.66 were presented for payment:

Dakota Fire Control	Fire extinguisher inspection	\$63
DSI/LSI	August garbage bill	\$158.77
JTN Communications	September internet bill	\$199
Cornerstone Copy	Town meeting packets	\$561.50
Amy Liberty	September mileage	\$21
Central Farm Services	LP tank	\$171.48
VISA	Meeting room chairs	\$3,291.95
Envirotech	Dust control	\$2,734.20
Inspectron Inc	Building inspections	\$11,026.76
Grossman Companies	Aug/Sep grading, trash	\$5,620
Envirotech	Dust control	\$6,384

Supervisor Fredlund questioned the finance charge on the Visa bill. The Clerk noted that the meeting room chairs were purchased on the Visa credit card.

*Motion:* Vice Chair Palmquist moved to approve the net pay and claims. Supervisor Fredlund seconded. *Motion carried 4-0.*

Supervisor Kauffman transition plan

Supervisor Kauffman noted that after she vocalized her desire to resign, ambiguity fed into social media speculation. There will not be 3 open Town Board seats in this upcoming election. She does not foresee resigning until well into 2023.

Marketing Clarity quote for website maintenance

The Clerk requested to table the quote to allow time to clarify.

**Clerk Matters**

Request to move Housing Right Database to October 29<sup>th</sup> workshop

The Clerk requested to add this item to the end of the October 29<sup>th</sup> workshop to allow the attorney to weigh in on data security and maintaining the integrity of the electronic records. Jeff Otto requested permission for direct communication with Point North and to add a 4<sup>th</sup> MS 365 license for the housing right database laptop.

*Motion:* Supervisor Sauber moved to approve the additional cost of \$12.50/month to install MS 365 on the database computer. Supervisor Fredlund seconded. *Motion carried 4-0.*

October 27<sup>th</sup> recodification public hearing

The Clerk pointed out that the Town Board will sit as the Planning Commission for the recodification public hearing.

Outstanding complaints

Supervisor Kauffman requested to table this item and place it under Attorney Items on the next meeting agenda.

Town Hall roof inspection

The Clerk reported that Alexander Exteriors performed an inspection of the Town Hall roof and noted hail damage. She is awaiting a report and pictures in order to file a claim.

Schedule date for closed meeting

The Board agreed to schedule a closed meeting to discuss litigation on October 11<sup>th</sup> at 6:00 pm.

Schedule Clerk/Treasurer annual review

The Board agreed to schedule the Clerk/Treasurer annual review on October 25<sup>th</sup> at 6:30 pm.

**Adjournment**

*Motion:* Supervisor Kauffman moved to adjourn the meeting. Supervisor Sauber seconded. *Motion carried 4-0.*

Meeting adjourned at 8:22 pm.

Respectfully submitted,

\_\_\_\_\_  
Ranee Solis, Town Clerk

Minutes Officially Approved By: \_\_\_\_\_ on: \_\_\_\_\_  
Town Chair Date