

DENMARK TOWN BOARD MEETING MINUTES
February 5, 2018

SUPERVISORS PRESENT: Bob Rucker, John Strohfus, Karen Herman, Kathy Higgins

ABSENT: J Moore

STAFF PRESENT: None

CALL TO ORDER: Meeting called to order @ 7:10 PM by Chair Higgins

AGENDA APPROVAL: K Higgins added 120th St Safety Sign. J Strohfus added Engine/Jake Braking.

Motion J Strohfus/2nd K Herman approval of agenda as amended. Voting Yes- J Strohfus, K Herman, B Rucker, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

CONSENT AGENDA APPROVAL: B Rucker pulled 01/18/2018 Minutes. Typo correction-Marty CUP Clarification. Change 18 ft trailers to [8 ft wide trailers].

Motion J Strohfus/2nd B Rucker approval of Consent Agenda items which include 01/18/2018 Board Meeting Minutes as amended, Claims 11050-11069, EFT payments- PERA 450914, MN Rev. Tax 1077681344, Federal Tax 91797706, payroll ending 02/01/2018, Financial Reports. Voting Yes- J Strohfus, B Rucker, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

HEARING DECISIONS/ZONING ACTIONS:

Law's Valley View preliminary plat will be placed on the March Agenda, subject to receipt of requested information.

PUBLIC COMMENT: None

BUSINESS ITEMS:

Election Voting Booths: Township has five regular and one handicap voting booths. Two of the regular booths are no longer able to be used due to age/poor condition. Clerk requested purchase of two new booths.

Motion J Strohfus/2nd K Herman to authorize the Clerk to purchase two voting booths. Voting Yes- J Strohfus, K Herman, B Rucker, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

Cottage Grove Planning Services: Denmark solicited and received a proposal from Cottage Grove to perform planning services. Because the Town's Planner (WSB) will be representing the new owners of Hastings Point who will be developing the property, the Town would need Planning Services from other than WSB to avoid a conflict of interest. Denmark has worked with the Cottage Grove Planner in the past. The new owner will likely request a concept review prior to submission of an application. **Motion J Strohfus/2nd B Rucker approval to enter into an agreement with Cottage Grove to provide planning services to Denmark Township regarding the Hastings Point project. Voting Yes- J Strohfus, B Rucker, K Herman, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.**

Safety Sign 120th St: Resident contacted Higgins regarding concern of traffic speed on 120th St S near the daycare. Board discussed speed/warning sign options. Board is aware of the concern and will monitor the traffic/speed and revisit if necessary.

Engine/Jake Braking: Resident contacted J Strohfus regarding prohibiting engine jake braking at the top of Basswood Hill on St Croix Trail S, because of the noise. Resident indicated that he called the county who in turn said that this would be a Town issue, not a county issue, even though the subject road is a county road. Strohfus will contact the county regarding validation of Town's ability to install/not install signs on their roadway. Also, Strohfus noted that it may not be reasonable to have a sign at the hill location, since the hill could likely cause the necessity of engine jake braking.

Public Hearing Fee Schedule- Chair opened public hearing at 7:40 PM

Board reviewed draft of updated fee schedule. Cottage Grove updated their fee schedule/building permit fees which are updated on the Town's fee schedule. K Higgins does not believe the updated fees are excessive. In addition to changes in building permit fees, Concept Review fees have been added to Zoning Requests fees in the fee schedule.

Extensive discussion regarding the increase in building permit fees.

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Fee changes are set by who? Is there a State mandated fee structure? Does the Town have to adopt the fee changes? Need more information about Uniform Building Code. If not adopted, would the town need to pay the difference to Cottage Grove Building Department?

Strohfus in belief that the cost of the permit should not be proportionately related to cost of the home, which is reflected in the fee structure. Believes the fees are already too excessive. Unless the Town is incurring more costs from Cottage Grove because they are executing the permits and inspections, the only change/adjustment should be for inspections. B Rucker submitted a building permit application for an accessory structure, with the value of the project, and was told that the project value would be greater than the value placed by the applicant. Board consensus that they need additional information before they can make an informed decision regarding the fee schedule. K Higgins will contact Cottage Grove Building Department asking them to attend March Board Meeting to discuss fees and requirements for building permits.

Motion K Herman/2nd J Strohfus to continue the Public Hearing to the March 5, 2018 Board Meeting, to obtain additional information regarding the fee schedule. Voting Yes- K Herman, J Strohfus, B Rucker, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.

BOARD OF AUDIT 2018:

Chair Higgins opened Board of Audit.

Year ending 12/31/2017.

Supervisors Present- K Higgins, K Herman, J Strohfus, B Rucker. Absent- J Moore.

2017 Statement Of Finances

Year end account balances submitted as follows: checking account-\$349,748.79, general savings account-\$176,944.10, Cable Restricted account-\$10,702.17, and Park/Recreation Restricted account-\$192,330.03. Total cash balance \$729,725.09.

2017 Revenues received by Denmark Township total \$571,861.70. 2017 Expenditures made by Denmark Township total \$872,881.43. Receipt and Disbursement Registers, Statement of Receipts, Disbursements and Balances (Schedule 1) for all Township accounts and account balances for the year ending 12/31/2017 were entered into the record.

Check range for all checks disbursed 01/01/2017 through 12/31/2017, #11743 through #12022.

Board selected the following claims at random for audit/review:

Check #11789	Payroll	\$ 92.35	Approved 02/06/17	Claimant- Roger Lang
Check #12018	Payroll	\$ 36.94	Approved 12/04/17	Claimant- Charlie Grote
Check #11932	Claim 10975	\$ 22.77	Approved 09/07/17	Claimant- Tennis Sanitation
Check #11935	Claim 10978	\$ 16.00	Approved 09/07/17	Claimant- NCPERS Minnesota
Check #11744	Claim 10830	\$189.68	Approved 01/03/17	Claimant- XCEL Energy
Check #12021	Payroll	\$ 36.94	Approved 12/04/17	Claimant- Mike Kelz
Check #11898	Claim 10950	\$ 92.00	Approved 08/07/17	Claimant- Washington County Recorder
Check #12013	Claim 11033	\$130.00	Approved 12/04/17	Claimant- Meyer Sewer Service

Clerk's statement of finances and all financial records will be submitted for the annual meeting.

8:39 PM Board of Audit adjourned. Regular Board Meeting reconvened.

8:40 PM **Motion K Herman/2nd B Rucker to adjourn February Board Meeting. Voting Yes- K Herman, B Rucker, J Strohfus, K Higgins. Voting No- None. Abstaining- None. Motion Carried 4-0-0.**

Becky Herman

Denmark Township Clerk/Treasurer

Denmark Township Chair