

DENMARK TOWN BOARD MEETING MINUTES
December 2, 2019

SUPERVISORS PRESENT: Kathy Higgins, Ron Simon, Bob Rucker, Shawn Racine, John Strohfus

ABSENT: None

STAFF PRESENT: Attorney Gilchrist (Kennedy-Graven)

CALL TO ORDER: Meeting called to order @ 7:02 PM by Chair Higgins

AGENDA APPROVAL: Motion B Rucker/2nd J Strohfus approval of Agenda as drafted. Voting Yes- B Rucker, J Strohfus, S Racine, R Simon, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0.

CONSENT AGENDA APPROVAL: Claims pulled. Clerk added claims #11454 Kathi Pelnar \$191.95, #11455 Shawn Racine \$245.00 and claims for payroll Shawn Racine gross pay \$1280.00 and Ron Simon gross pay \$1600.00. Motion B Rucker/2nd J Strohfus to approve claims #11438-11455 and the additional noted pay claims. Voting Yes- B Rucker, J Strohfus, S Racine, R Simon, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0.

Motion R Simon/2nd S Racine approval of Consent Agenda items which include Board Minutes 11/04/2019, EFT payments- PERA 531629, MN Tax 0634541088, Federal Tax 32750153 , payroll ending 12/01/2019, Financial Reports. Voting Yes- R Simon, S Racine, B Rucker, J Strohfus, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0.

HEARING DECISIONS/ZONING ACTIONS: None.

PUBLIC COMMENT: None

BUSINESS ITEMS:

2040 Comprehensive Plan Adoption Resolution:

Comp Plan resolution includes adoption of the MRCCA plan and the Surface Water Management Plan. Final steps will be to update the Town Ordinances if necessary, to ensure they do not conflict with the 2040 Comp Plan. Town will also need to develop and adopt the MRCCS section of the Comp Plan.

Motion R Simon/2nd J Strohfus to adopt Resolution 2019-11 Adopting The Denmark Township 2040 Comprehensive Plan. Voting Yes- R Simon, J Strohfus, B Rucker, S Racine, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0.

127th St Cul-de-sac Resolution: Attorney provided Board with draft resolution for no parking within the cul-de-sac at the end of 127th St S. Motion S Racine/2nd B Rucker to adopt Resolution 2019-12 Prohibiting Parking On A Portion Of 127th St S. Voting Yes- S Racine, B Rucker, R Simon, J Strohfus, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0. Resolution will be sent to the Washington County Sheriff's Department.

Funds Transfer: The 2018 Year-end balance in the Road & Bridge Fund reflected a deficit of \$36,116.74. The second half of the 2019 levy payment will be received in December. Even with the levy payment, the Year-end 2019, the Road & Bridge fund will reflect a deficit of approximately \$127,700.00. The 2018 planned budget included the use of \$60,000.00 from savings and the 2019 planned budget included the use of \$70,000.00 from savings, neither of which have formally transferred by Board motion.

Since 2011, the Fire Fund has consistently had an excess of \$100,000.00. Recommendation to transfer \$100,000 from the Fire Fund to the Road & Bridge Fund, and to also transfer \$100,000 from the General Fund to the Road & Bridge Fund.

Motion R Simon/2nd S Racine to transfer \$100,000.00 from the Fire Fund to the Road & Bridge Fund and to transfer \$100,000.00 from the General Fund to the Road & Bridge Fund. Voting Yes- R Simon, S Racine, J Strohfus, B Rucker, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0.

The planned 2020 budget includes the use of \$80,000.00 from General Savings. This transfer of funds will occur in 2020.

2019 Financial Audit- Oberloh & Oberloh: Denmark has received a letter of understanding from the accounting firm of Oberloh & Oberloh. 2019 charge for financial audit is \$4600.00, unchanged from 2018.

DENMARK TOWN BOARD MEETING MINUTES
December 2, 2019

Motion S Racine/2nd J Strohfus to approve Oberloh & Oberloh to perform the 2019 financial audit. Voting Yes- S Racine, J Strohfus, B Rucker, R Simon, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0.

2020 Development Review Schedule: Motion J Strohfus/2nd S Racine approval of the 2020 Development Review Schedule as presented. Voting Yes- J Strohfus, S Racine, B Rucker, R Simon, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0.

Pay 2020 Final Levy Certification: Motion J Strohfus/2nd B Rucker to certify the pay 2020 levy in the amount of \$683,388.00. Voting Yes- J Strohfus, B Rucker, R Simon, S Racine, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0.

Escrow Balance Releases:

Jeff & Nancy Keene- Lot Line Adjustment

Steve & Becky Herman- Minor Subdivision

No pending charges on the escrow accounts. **Motion R Simon/2nd J Strohfus to release the escrow balances for Jeff & Nancy Keene \$654.00 Claim #11456 and Steve & Becky Herman \$38.40 claim #11457. Voting Yes- R Simon, J Strohfus, B Rucker, S Racine, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0.**

Discussion Re: Salaries- Meeting and Hourly Rate Policy. Will be placed on the January 2020 Board Agenda.

Legal Reports:

8:15 PM **Motion J Strohfus/2nd B Rucker to adjourn December 2019 Board Meeting. Voting Yes- J Strohfus, B Rucker, S Racine, R Simon, K Higgins. Voting No- None. Abstaining- None. Motion Carried 5-0-0.**

Becky Herman

Denmark Township Clerk/Treasurer

Denmark Township Chair

Addendum Resolutions 2019-11
2019-12

**DENMARK TOWNSHIP
WASHINGTON COUNTY, MINNESOTA
Resolution No. 2019-11**

**RESOLUTION ADOPTING THE
DENMARK TOWNSHIP 2040 COMPREHENSIVE PLAN**

WHEREAS, Denmark Township ("Town") reviewed its 2030 Comprehensive Plan and updated it as required by Minnesota Statutes, section 473.864 to develop the Denmark Township 2040 Comprehensive Plan ("2040 Plan");

WHEREAS, the Town undertook the required procedures to develop, seek input, and submit the proposed 2040 Plan to the Metropolitan Council for review;

WHEREAS, the Metropolitan Council issued the Town a letter dated November 15, 2019 indicating it reviewed the proposed 2040 Plan at its November 13, 2019 meeting and found it: meets the requirements of the Metropolitan Land Planning Act; conforms to the metropolitan system plans for transportation (including aviation), water resources, and parks; is consistent with Thrive MSP 2040; and is compatible with the plans of adjacent jurisdictions and affected special districts and school districts;

WHEREAS, the 2040 Plan includes all revisions made during the review process and responds to additional advisory comments that are part of the Metropolitan Council's actions authorizing the Town to place its 2040 Plan into effect; and

DENMARK TOWN BOARD MEETING MINUTES
December 2, 2019

WHEREAS, the Metropolitan Council's authorization letter included certain recommendations with which the Town intends to comply.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of Denmark Township that it hereby adopts the Denmark Township 2040 Comprehensive Plan, including the Town's Mississippi River Corridor Critical Area plan and its Surface Water Management Plan, effective as of the date of this Resolution.

BE IT FINALLY RESOLVED, by the Town Board that it will do, or authorizes to be done, each of the following:

- (1) Review its fiscal devices and official controls;
- (2) If necessary, amend its fiscal devices and official controls to ensure they do not conflict with the 2040 Plan or permit activity in conflict with metropolitan system plans; and
- (3) Submit amendments to fiscal devices or official controls to the Metropolitan Council for "information purposes";
- (4) Implement the advisory comments in the review record for Surface Water Management and Forecasts; and
- (5) Provide the Minnesota Department of Natural Resources, the Metropolitan Council, and the National Park Service a copy of the 2040 Plan and this Resolution.

Adopted this 2nd day of December 2019. **BY THE TOWN BOARD**

**DENMARK TOWNSHIP
WASHINGTON COUNTY, MINNESOTA
Resolution No. 2019-12**

**RESOLUTION PROHIBITING PARKING
ON A PORTION OF 127TH STREET SOUTH**

WHEREAS, the Town Board of Denmark Township ("Town") is the road authority over the Town's roads;

WHEREAS, the Town Board is authorized by Minnesota Statutes, chapter 168B, Minnesota Statutes, sections 169.04 and 164.36, and such other law as may apply to regulate the parking of vehicles on town roads and to provide for the towing of vehicles in certain situations;

WHEREAS, the Town Board determines establishing a no parking zone on the cul-de-sac at the end of 127th Street South is necessary in order to avoid interfering with public road maintenance activities and to address the nuisance conditions created by the continual parking of vehicles advertised for sale in the right-of-way; and

WHEREAS, this Resolution is intended to establish a no parking zone and to authorize the Washington County Sheriff's Department to issue citations and tow vehicles that violate the no parking prohibition established herein.

NOW, THEREFORE, BE IT RESOLVED, by the Town Board of Denmark Township as follows:

1. The cul-de-sac at the end of 127th Street South is hereby designated a no parking zone ("No Parking Zone");
2. The Town Board hereby authorizes and ratifies the installation of "no parking" signs as needed to indicate the No Parking Zone. The "no parking" signs and their placement shall comply with the Minnesota Manual on Uniform Traffic Control Devices.
3. The parking of a vehicle, whether attended or unattended, within the designated No Parking Zone is prohibited.
4. Any vehicle parked in the designated No Parking Zone is subject to citation by law enforcement and towing as directed by law enforcement in accordance with the towing procedures established by Washington County in accordance with Minnesota Statutes, chapter 168B.
5. Vehicles towed from the No Parking Zone shall be held and disposed of in accordance with the requirements of Minnesota Statutes, chapter 168B.
6. For the purposes of this Resolution, the term "vehicle" has the meaning given it in Minnesota Statutes, section 169.011, subdivision 92.

Adopted this 2nd day of December 2019. **BY THE TOWN BOARD**