

**New Hartford Township
MINUTES
for the Monthly Meeting
February 9, 2023, 7:00pm
New Hartford Town Hall**

Attendance

Supervisors: Joe Baumgartner, Larry Moldenhauer, Richard Johnson

Clerk: Andrea Erdmann

Dep. Clerk: Caroline van Schaik

Treasurer: Michael Moor

Maintenance: Willie Erdmann

Fire chief: Cody Gehrke

Guests: Ernest Erdmann

Meeting called to order by Supervisor Chairman Joe Baumgartner at 7:01 pm followed by Pledge of Allegiance.

Public comment – none

January meeting minutes – The minutes were read by Andrea Erdmann with a note that there was no Fire Department report; motion by Joe Baumgartner, second by Richard Johnson to approve the minutes as read. All approved.

Fire Department Report

The Dakota pumper is repaired and there is progress is purchasing a new truck. Chief Gehrke is working on mileage. The annual DOT for the trucks and pump test will be in May. There was discussion on rigging a chain hoist versus an electric winch for the fire hose, including price, point of attachment, and usefulness. Chief Gehrke has submitted a grant for gear, boots, and helmets. The chief said the department's current annual budget would be appropriate for 2024. The bill for this week's training is being processed.

Fire Department Training and Mileage Pay

The chief thanked the township for covering upfront costs of sending at least two people to state training on Mar. 25-26. The cost will be reimbursed by the state.

Road Reports

- Snow plowing policy – Andrea Erdmann proposed that the township adopt a snow plowing policy based on Dresbach Township. After discussion on priority roads, snowfall, and timing with Willie Erdmann, the board directed Andrea to provide a simple draft policy.

- Joe's seal coat numbers – Joe Baumgartner reviewed his method for determining a seal coat budget following an earlier suggestion by Clerk Andrea Erdmann to create a separate fund. Currently, seal coat projects fall under the Road and Bridge Fund. There was discussion on the cost of rock, the grader, and maintenance versus seal coating. Andrea advised the board that if the township plans to sealcoat, it will have to raise the levy since the Road and Bridge Fund is insufficient to support current projects along with seal coating. Andrea will propose a budget including a levy for consideration at the Feb. 23, 2023 Board of Audit special meeting.
- Snow wing cart – The board clarified it has two bids. Willie Erdmann agreed to contact users for referrals.
- Four Farms Road – Joe Baumgartner will follow up on a bill (from Zenke) that was inadvertently sent to the township instead of a township resident.
- Garage door at shop – After discussion of why the shop and grader doors are malfunctioning, the board advised Willie Erdmann to get the installer out for an assessment.

Old Business

- Stop sign – The township has a new stop sign per last month's request from Ed Walsh for the intersection of Lost Valley and Lanes Valley roads.
- Awning over town hall door, posting board – No action yet.
- Driveway permit – No action yet; Andrea Erdmann is working with the county.
- Camera, water sensor installation – Joe Baumgartner continues to work on this item with the suggestion to try Best Buy.
- Animal nuisance in Dakota Valley – No action yet.
- Mower operation contract, tractor lease – Andrea Erdmann reported that if the cost is less than \$25,000, the township does not have to go to bid. She also said that township insurance will cover on-the-job incidents and that she is working on a contract.
- Approve claims – Excel Energy for the streetlight and shop, MiEnergy, Kwik Trip, Hokah Coop; motion by Larry Moldenhauer, second by Richard Johnson. All approved.

New Business

1. Board of Equalization meeting and requirements – After discussion including training and certification status on the state website, the board agreed to transfer this responsibility to Winona County; motion to send to county by Joe Baumgartner, second by Larry Moldenhauer. All approved.
2. Clerk's report
 - a. Open Meeting Laws – The board reviewed what members can and can't talk about when in each other's company as explained in the Minnesota Association of Townships (MAT) manual, pages 43-44.
 - b. MAT training – Mar. 20, 2023, training for supervisors and clerks; Andrea Erdmann and Caroline van Schaik will attend. Andrea will handle registration of anyone planning to attend. Joe Baumgartner noted that talking with other supervisors was useful. Willie

Erdmann is considering a gravel maintenance workshop on Ap. 1, 2023 – he will decide by the next regular meeting.

- c. March election/annual meeting – Planning is ongoing.
- d. Deputy clerk – Caroline van Schaik is already sworn in by Andrea Erdmann and at work. The board agreed to a rate of \$20 per hour including all meetings as useful to Andrea; motion for said pay rate by Joe Baumgartner, second by Richard Johnson. All approved.
- e. 1099s, year-end reports – Tax forms are mailed and year-end reports will be completed by the annual meeting.
- f. Board of Audit meeting – Feb. 23, 2023, at 2 p.m. at the town hall.

3. Treasurer's Report

- a. January final balance: \$287,136.69
- b. February estimates:
 - Starting balance - \$292,619.97
 - Spent tonight - \$11,776.71
 - Add back - \$900 Zenke bill
 - Estimate balance tonight - \$281,743.26
 - February 2022 - \$252,196.67
- c. Mike Moor noted that last year's fire and rescue training had been paid by this time last year (about \$6,800); it has not yet been paid this year.
- d. Mike reminded the board to establish tax exemptions prior to purchase.
- e. Mike clarified that increasing property taxes do not raise the township budget; only a levy does that.

Meeting adjourned at 8:41 p.m.


Respectfully submitted,
Caroline van Schaik 3/9/2023

Approved by:


Chairman Joe Baumgartner

3-9-23

Witnessed:


Dep. Clerk Caroline van Schaik

9 March, 2023
Date: