#  New Hartford Township

# MINUTES

# for the Monthly Meeting

# June 12th, 2025, 7:00pm

# New Hartford Town Hall

**Attendance**

Supervisors: Doug Stavenau, Richard Johnson, Larry Moldenhauer

Clerk: Kathy Klawiter

Dep. Clerk: Lori Moor, later in meeting

Treasurer: Michael Moor

Maintenance:

Fire Chief: Cody Gehrke

Guests: Amy Gehrke, Emma Iremonger, Shaun Hemsted, Bob Bruno, Ernie Erdmann, Willie Erdmann, Adam Zimmerman, Andrew Teske, Linda Johnson, Paige Johnson

Meeting called to order by Supervisor Doug Stavenau at 7:01pm, followed by the Pledge of Allegiance.

Minutes for the regular meeting, May 8th, 2025, were presented by Clerk, Kathy Klawiter. Motioned by Larry Moldenhauer, seconded by Richard Johnson. Approved.

**Public Comment:**

1. Justin Johnson Acknowledgement form – No Show
2. Ernie Erdmann brought up the cement outside the town hall entrance door that needs grinding work done and fixed. He suggested putting a cement section so the water doesn’t run under the building. Andrew Teske later in the meeting stated he would be willing to provide the cement work. Offered accepted by Doug.
3. GSS Acknowledgement Form – new cell tower acknowledgement that is 300 ft – by Dulek’s. This is replacing the existing tower (180 foot mono-pol) for better service. Motion to accept 300 ft tower, replacing the 180ft tower with no comments made by Rich. Seconded by Doug. Approved.
4. Fire Department Report
	1. Good Neighbor Grant
	2. Landscaping around flag pole
	3. Water grant: 2400 cans of water.
	4. On engine: need to replace tank to pump valve and an airline. We have a quote for $3,726. No vote taken.
	5. June 21st: Auto extraction training.
	6. June 24th Fire I and Fire II meeting orientation.
	7. July 1st classes start for Fire I and Fire II at Nodine Fire Department.
	8. The roof is leaking and it needs to be addressed and looked at.
	9. Amy G is working on big grants and needs financials from 2022. Kathy is working on getting this to her by July.
	10. Discussion of invoice for graphics on the new fire truck. This was discussed at prior meetings, but was never voted on or approved. The Board asked for itemized invoice and it was not forthcoming. Current invoice did not specify what graphics were included or the cost per graphic. Discussion about being over verbal estimate substantially and it is on hold.
	11. The Fire Dept needed the ok from the board to change their name to enable them to get their non profit back. They need the new name to create new bylaws to bring the trustees to approve. Getting the non profit back, will allow them to do fundraisers again.
	12. Credit Cards:
		1. No increase in credit limit.
		2. Kathy has set up tools to be able to access balances for all accounts.
		3. Kathy will be notified whenever there is a charge on the acct to verify legitimate charges.
		4. Credit cards are meant for emergencies only, not to bypass the approval process.

Road Report: No Road reports this month.

Old Business:

* 1. Approve Claims: Still waiting for Kwik Trip statement to arrive this month. Motioned to approve by Doug, seconded by Rich. Approved.
	2. Krumie tree removal invoice was discussed. The invoice was slightly unclear of the dates of removal and if the price charged should be per incident or per hour. Will discuss further at a later date with Krumrie Tree Service. Motion by Doug to pay invoice, seconded by Rich. Approved.
	3. Outdoor electronic message board/sign. Discussion of message board was continued from last meeting. The thought process right now is, one sided, 8 ft high, 3x5 ft. multi colored. The county is okay with sign and suggested MN DOT may have an issue. MN DOT was contacted and was okay with the sign. Doug will be taking this project over. Doug is working on getting quotes and estimates before vote is taken.
	4. Quotes for tree trimming: We didn’t receive any. Krumie Tree Service is willing to honor the current contract price from 2024. We will continue to keep the post on the website, the Town Hall boards, and Kwik Trip until August 31st.

**New Business**

* New signs for Township roads have been purchased and located. The sign warning semi’s to not utilize Dakota Hill Rd has been purchased, but still working on a final location.
* Authorization to spend process: Discussion ensued for a process to authorize spending. Kathy and Lori will work on a flow chart to make this process more smooth.
* All invoices, held by other employees, must be received by 5pm on the Tuesday before the Thursday meeting. And we must have full documentation, not just emails with an amount.
* Dakota Valley Hill: Scott’s has given us a quote to do chip seal for 4,000ft for $62,720 and to include 300ft for Rose Hill Dr would be $3,300. The total would be $66,020. Motion to go ahead with this was made by Larry. Seconded by: Rich. Approved.
* Identifying the township buildings across the road with signage, will be brought up a future meeting.
* Mowing township ditches: The Board had a discussion regarding a tractor rental agreement and employment of the mower. Rich talked with Tyler Sebo regarding mowing township ditches. Rich motioned the tractor rental rate of pay be $35/hr plus township providing fuel. Employee, Tyler Sebo, rate of pay to mow, $30/hr. Doug seconded. Tractor rental agreement states the rental rate is $30.00/hr and the township will supply the fuel and insurance coverage on the tractor. Tyler will be an employee of the township with the rate of pay at $35.00/hr. Rich will follow up with Tyler and have him complete the tractor rental agreement and the employment paperwork for the township. Kathy will contact the insurance company to add the tractor to the policy.
* Treasurer’s report:
	+ Starting balance tonight: $187, 561.37
	+ Spent tonight: $17,057.70
	+ Balance tonight: $170, 503.67
	+ This month last year: $271, 121.58 (June 13th, 2024)

Motion to adjourn at 9:39pm, motioned by Rich, seconded by Doug; all approved.

Respectfully submitted,

Deputy Clerk Lori Moor

Approved by:

Chairman Doug Stavenau

Witnessed:

Clerk Kathy Klawiter Date: