

## Wacouta Township February 8, 2021 Meeting Minutes

Following is the written text of business transacted by the Wacouta Board of Supervisors at its monthly meeting held on February 8, 2021. Board members present were: Chairperson John Plehal and Supervisor William Wells. Also, Laan Dommer, Clerk/Treasurer was present. The meeting was held by video conference, in keeping with pandemic restrictions.

- 1) Chairperson John Plehal called the meeting to order at 7:00 p.m.
- 2) Approval of the minutes for the January 11, 2021 meeting. Plehal made a motion to approve the minutes, Wells seconded. The motion carried.
- 3) Old Business
  - a) Cemetery update: William Wells again reviewed the software contract with Cemtrax, for digitizing the cemetery information, as per the discussions at past monthly meetings. A motion was made by Wells, and seconded by Plehal, to accept the contract, with the revision changing “Wacouta Cemetery” to “Wacouta Township”; with a down payment of \$500-, of the total of \$1295-. The motion carried.
  - b) Town Hall update: the discussion was tabled in the absence of Supervisor Stensrud.
- 4) New Business
  - a) Trail – overlook maintenance: John Plehal discussed the citizen request, by Bruce Ause, for clearing the pond overlook, toward Rattlesnake Bluff. The property is not included in Wacouta Township and is maintained by State Wildlife Maintenance Area. The Township was asked to contact the Frontenac State Park officials for inclusion in future work. Wells volunteered to contact the State Park official.
  - b) Elections
    - i. Laan Dommer provided a slate of election judges for 2021. A motion was made by Plehal, seconded by Wells, for the approval of the 2021 Election Judges: Nancy Barth, Jennifer Beck, Mike & Noreen Carlson, Laan Dommer, Laura Lutjen, Dan Mueller, Crystal & Ingrid Olson, Peggy Simonson, Tim Sletten, Greg Sotebeer, and William Wells. The motion carried.
    - ii. John Plehal opened a review of the election flags & banners that remain up after the time allowed in the township ordinance, Article 3, Section 16. Resident opinions were considered by the Board. After open discussion of what had been done to date and options to go forward, Plehal said he will draft a letter on behalf of the Board of Supervisors, to send to those violating the ordinance.
  - c) Annual meeting review – Laan Dommer discussed previous preparations for the Annual Meeting on March 9, 2021, at 8:15 p.m. The clerk will open the meeting by video conferencing. Due to the pandemic, and restrictions for having a large meeting in the Town Hall, plans are to open by video conference and recess the meeting until April 13, 2021, 7:00 p.m., for an outdoor venue. This will be at the Round Barn (wedding & banquet facility), 28650 Wildwood Lane, Red Wing, MN, 55066, at 7:00 p.m.
  - d) Board of Audit – Laan Dommer narrated the Minutes for the Board of Audit (BOA) on

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February 4, 2021. The BOA was called to order at 7:00 p.m. The books of the Treasurer were audited by the Board of Supervisors for 2020 and were found to be accurate. Final approval of tax assessments for 2022 will be discussed at the February 8, 2021 meeting. A motion was made by Wells, seconded by Plehal, to accept the Minutes of the Board of Audit. The motion carried. An expression of appreciation was made for those involved in maintaining confident financial records.

- e) Levy for 2022 – John Plehal opened the review of the levy, but in the absence of Supervisor Stensrud, it was felt that further discussion be set for Monday, February 22, 2021, at 7:00 p.m.
  - f) The Board of Appeals & Equalization sent a notice to the Township that the meeting will occur on April 19, 2021, 9:00 a.m. to 11:00 a.m.
- 5) Treasurer's report – Laan Dommer presented bills in the amount of \$ 6,319.78 from January. Plehal made a motion to approve bills for \$6,319.78 and Wells seconded it. The motion carried.
- 6) A motion was made by Wells to recess the meeting was made until Monday, February 22, 2021, 7:00 p.m., to discuss the 2022 Levy; the motion was seconded by Plehal and carried. The meeting was recessed at 8:05 p.m.

The meeting was resumed on Monday, February 22, 2021, by John Plehal, Chair, at 7:00 p.m. In *attendance (by video conference as per pandemic considerations)* were John Plehal, Kirk Stensrud, William Wells, George Thoma & Laan Dommer.

- 7) Laan Dommer reviewed year-end reports that were completed recently. This included PERA Exclusion report, the Workman's Compensation Audit, and Federal & State tax reports. Also, he was able to take the 2020 township files to the accountant for the mandated State Audit for 2020.
- 8) John Plehal briefly reviewed annual meeting notes from the MAT newsletter, as well as training courses available for supervisors, clerks & treasurers.
- 9) William Wells discussed future costs that may be associated with any cemetery expansion. If plots are added there will be a need for an official survey. A future cost analysis will be needed before this is undertaken.
- 10) With the Board of Supervisors, John Plehal did a detailed review of the Levy for 2022 that will be submitted to the citizens. A motion was made by Stensrud, seconded by Wells, to propose the following figures (*subject to final verification by Plehal*): (1) Fire: \$44,861.82, (2) Road & Bridge: \$108,500.00, and (3) General Fund: \$48,575.00. This is a total proposed Levy for 2022 of \$201,936.82. The motion carried.

A motion to adjourn was made by Stensrud, seconded by Wells. The meeting adjourned at 8:35 p.m. The next monthly meeting is Monday, March 8, 2021, at 7 p.m.

-Submitted by Laan Dommer