



## Reorganization Meeting Minutes April 19, 2022 6:30pm

### ATTENDANCE

Chair	Jim Sipe
Supervisor	Ryan Sunquist
Supervisor	Dan Peine
Treasurer	Angie Niebur
Clerk	Molly Weber

1. **Select Town Board Chair and Vice Chair-** Dan Peine made a motion that Jim Sipe remain the Chair and Ryan Sunquist be Vice Chair. Jim Sipe seconded. Both motions carried.

2. **Adopt Schedule of the Board's Regular Meetings**

Planning Commission – 2<sup>nd</sup> Monday @ 7:30pm: 05/09/2022, 06/13/2022, 07/11/2022, 08/8/2022, 09/12/2022, 10/10/2022, 11/14/2022, 12/12/2022, 01/09/2023, 02/13/2023, 03/13/2023, 04/10/2023  
Inclement weather time/date:

Town Board – 3<sup>rd</sup> Tuesday @ 7:00pm: 05/17/2022, 06/21/2022, 07/19/2022, 08/16/2022, 09/20/2022, 10/18/2022, 11/15/2022, 12/20/2022, 01/17/2023, 02/21/2023, 03/21/2023, 04/18/2023

Inclement weather time/date:

\*Annual Meeting: 03/14/22 \* = unless inclement weather

Jim made a motion to adopt the schedule as shown above. Dan Peine seconded it. Motion carried.

3. **Set Compensation for Town Officers and Employees: Wage Policy Attached and 2020 Mileage Rate is 56 cents.** (wage policy is attached)

- ½ day meeting is less than 4 hours, pay will be \$100.00. Full day meeting of 4 hours or more will be paid \$200.00 both of these are plus mileage. (this pay is also for Election Training)
- Mileage: follow the federal rate for mileage, not paid for travel time
- Supervisor pay: \$100.00 per meeting, paid quarterly
- Clerk pay: \$1,700.00 per month/paid monthly and \$100.00 per meeting plus mileage when attend training
- Deputy Clerk: \$25.00 per hour/paid monthly and \$100.00 per meeting
- Treasurer pay: \$400.00 per month/paid monthly and \$100.00 per meeting
- Deputy Treasurer: \$25.00 per hour/paid quarterly and \$100.00 per meeting
- Other misc pay: \$25.00 per hour
- Planning Commission: \$90.00 per meeting, paid quarterly
- Head Election Judge: \$25.00 per hour plus mileage for travel not related to working the election
- Election Judge: \$20.00 per hour plus mileage for travel not related to working the election
- Road Permit for Disturbed Gravel Road: \$300.00 non-refundable fee
- Fire Signs \$30.00
- Copies of Documents \$0.50 per page
- Gopher Feet \$2.00 per gopher

Ryan Sunquist made a motion to accept the compensation schedule. Dan Peine seconded. Motion carried.

4. **Designate Road Supervisor – Jim Sipe made a motion Ryan Sunquist be the road supervisor. Dan Peine seconded. Motion carried.**
5. **Designate a Legal Contact Supervisor – Ryan Sunquist made motion Jim Sipe remain the Legal Contact Supervisor. Dan Peine seconded. Motion carried.**
6. **Designate Authority for a Supervisor to Approve Dollar Amount to Spend Between Meetings as Needed That Cannot Wait Until the Next Meeting and for the Clerk to be Budgeted an Amount for Office Equipment and Supplies.**

\*Currently Ryan Sunquist authorized \$2,500.00 per incident for road work, and clerk allowed \$300.00 per month for office equipment & supplies

Jim Sipe made a motion that any Supervisor can authorize \$2,500.00 per incident for road work. Ryan Sunquist seconded it. Motion carried.

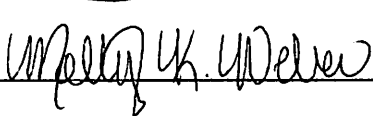
7. **Designate Posting Places in Township for Required Notices and Announcements.**  
Currently bulletin board outside township hall, and website.
8. **Designate Bank. – Merchants**
9. **Review and Amend Board Policies as Needed. – pass on this since it is not applicable**
10. **Review Town Ordinance Book and Resolution Book.**  
Ordinances to be placed in Ordinance Book within 20 days, and make sure copy of Ordinances have been delivered to the County Law Library. – nothing to be updated
11. **Township Confirms Compliance with Planning and Zoning.**  
Township does not have these. This will be skipped.
12. **Confirm Township Financial Report Form Completed and Returned to State Auditor's Office.**  
Submitted online 03/31/2022 – this is done
13. **Confirm List of Officers has been Completed and Sent to Association.** Molly Weber will confirm this is done.
14. **Designate Township Newspaper – Cannon Falls Beacon**
15. **Designate Supervisor to Attend Special Meetings:**  
Cannon Valley Rural Fire Association: Ryan Sunquist  
Randolph/Hampton Fire: Ryan Sunquist  
Cannon River Watershed: Dan Peine  
Vermillion River Watershed: Jim Sipe
16. **Temporary Permit To Exceed Road Restriction – Any of the 3 supervisors can do this.**

Jim Sipe made a motion to address items 6-16 as noted above. Ryan Sunquist seconded. Motion carried.

Jim Sipe made a motion to adjourn the Reorganization Meeting at 6:57pm. Dan Peine seconded it. Motion carried.

Date Signed: 9/20/22

Supervisor: 

Clerk: 

## TOWN MEETINGS 2022/2023

### Planning Commission Meetings - 7:30pm

#### 2<sup>nd</sup> Monday of the Month

May 9, 2022  
June 13, 2022  
July 11, 2022  
August 8, 2022  
September 12, 2022  
October 10, 2022  
November 14, 2022  
December 12, 2022  
January 9, 2023  
February 13, 2023  
March 13, 2023  
April 10, 2023

### Regular Board Meetings - 7:00pm

#### 3<sup>rd</sup> Tuesday of the Month

May 17, 2022  
June 21, 2022  
July 19, 2022  
August 16, 2022  
September 20, 2022  
October 18, 2022  
November 15, 2022  
December 20, 2022  
January 17, 2023  
February 21, 2023  
March 21, 2023  
April 18, 2023