

Ravenna Township, Dakota County

1. Supervisor Carl Reuter called the February 13, 2020 regular board meeting to order at 7:30 p.m. with the Pledge of Allegiance. Paul Curtis, Brian Riches, and clerk/treasurer Caroline Spurgeon were present.
2. Brian moved to approve the agenda as printed. Paul seconded; motion passed unanimously.
3. Brian moved to approve the regular board meeting minutes of 01/09/2020 as printed. Paul seconded; motion passed unanimously.
4. Brian moved to approve the Financial Cash Control Statement and Receipts Register ending January 31, 2020 as presented. Paul seconded; motion passed unanimously.
5. Road maintenance was tabled until Tom of Minnesota Sodding arrives.
6. Call in from the agenda sign-in sheet: Matthew Bauer of 19500 Red Wing Blvd is seeking approval for an accessory building with 16' sidewalls that are built into a slope on his property for cold storage. 14' of the sidewalls will be exposed due to the elevation and retaining wall system. Matthew stated that MNSPECT had no issue with the accessory structure but wanted assurance from the town board. After discussion, Paul moved to approve the accessory structure. Brian seconded; motion passed unanimously.
7. Ernest (Cliff) Nelson of 20176 Rhoda Ave had some general questions. He asked who he can call for icy road conditions. Carl stated the 205<sup>th</sup> is the first hill to be sanded. Brian stated that all supervisors phone numbers and the township phone number are on the website. He can call any of those and then the township will call Minnesota Sodding Company. He asked if a gun range/gun firing is allowed. For excessive noise, he is to call the sheriff's office. Paul noted that shooting must be at least 500' from house/building. He asked about plans to pave the streets in that area. Carl stated that the petition a couple years back failed. Road petitions need at least 75% approval from the residents and that was not met. Cost was a factor.
8. The Dakota County Sheriff stopped in. They have talked to a couple of residents about pushing snow into the road right of way. Carl asked him to speak to Todd Huffman at 15960 180<sup>th</sup> Street.
9. MNSPECT has sent another letter to Nick Conrad of 16105 Ravenna Trail (PID 33-00600-03-040) in regards to his detached garage that was moved in. He still needs to provide information before a permit will be issued.
10. Brian moved to approve building permits RT2019-00088, RT2019-00092, RT2019-00093 and RT2020-00001 to RT2020-00004. Paul seconded; motion passed unanimously.
11. Brian moved to approve payroll #7625 and 7626 and claims #2001, 7627 to 7639. Paul seconded; motion passed unanimously.
12. In order to determine why train horns are being blown, Canadian Pacific is requesting the crossing id numbers. Carl was able to provide. It is noted that one crossing is for the old gravel pit and one is for a private entrance. Caroline will forward to Canadian Pacific.
13. Comments from the floor: Matthew Bauer asked if he should go directly to MNSPECT for permits. He was advised yes, unless it an unusual item like he had today.
14. Carl called for a short recess at 7:57 p.m. to sign checks and miscellaneous documents. Carl called the meeting back to order at 8:02 p.m.
15. The board met as the Board of Audit. The board went over the 2019 financial records, performed tests of transactions in both receipts and disbursements and compared them with the Township's records and they matched. They also reviewed a sample of a bank statement reconciliation. Carl moved to approve the 2019 Financial Records book as presented. Paul seconded; motion passed unanimously. The draft audit from CliftonLarsonAllen was reviewed. There were no significant findings. Carl moved to approve the draft audit. Brian seconded;

- motion passed unanimously. Carl moved to approve and sign the management representation letter to CliftonLarsonAllen. Brian seconded; motion passed unanimously. Letter and Financial Record book were signed by Carl and Caroline.
16. Tom from Minnesota Sodding arrived. Road maintenance was discussed and Tom was given a road work order. Discussion on residents pushing snow in the road right of way. Tom and his drivers will try to identify addresses that are violating this statute. Caroline to send out postcards/letter to those on the list.
  17. Per Resolution 2017-05, an inspection is to be done annually at the Curtis Event Center. Carl will do the inspection this year.
  18. Carl moved to appoint Caroline Spurgeon head election judge, Marjorie Banitt, Joan Frost, Wendy Human, Brenda Johnson, Helen Lucken, Lisa Piotrowski and Shelliese Shield as election judges for Primary Election March 3, 2020 and Brenda Johnson head election judge and Marjorie Banitt, Joan Frost, Wendy Human, Helen Lucken and Lisa Piotrowski election judges for the Township Election March 10, 2020. Brian seconded; motion passed unanimously.
  19. Jeff Human's term is up for planning commission on March 1, 2020 and seeking reappointment. Carl moved to reappoint Jeff Human to a two-year term. Paul seconded; motion passed unanimously.
  20. The new laptop is incompatible with our overhead projector. Caroline received a recommendation for WiFi projector and chromecast to set up wirelessly. Carl moved to approve the purchase of these 2 components. Paul seconded; motion passed unanimously. Caroline also received a recommendation for a new more secure and easier to use email system. The cost would be \$4 per month plus \$12 per year to register a domain name. There is also a set up fee of approximately \$285. Carl moved to approve the new email. Brian seconded; motion passed unanimously.
  21. Paul will issue burning permits when Brian is gone in February. Paul will take calls/email when Caroline is gone in May.
  22. 2021 budget/levy were in the board packets prior to the meeting. Discussion on tree trimming costs/options.
  23. Caroline reviewed the communications in & out. Spring Short Course schedule is out. Looking at March 16<sup>th</sup> in Winona.
  24. Dakota County Township Officer's meeting is Saturday, March 21<sup>st</sup>.
  25. Dakota County Solid Waste Management Ordinance 110 has been revised. Ordinance does not affect the town hall.
  26. Comments from the floor: none
  27. Carl adjourned the meeting at 8:58 p.m.

Respectfully submitted,

Caroline Spurgeon  
Ravenna Township Clerk/Treasurer