

**MINUTES OF THE HAVEN TOWN BOARD MEETING  
March 18, 2024**

**CALL TO ORDER**

The Haven Town Board met at the Haven Town Hall on Monday, March 18, 2024. The meeting was called to order at 7:00 p.m. by Vice Chairperson Randy Linn. Members present: Supervisor Randy Linn, Supervisor Mark Knowles, Supervisor Joseph Then, Supervisor Joseph Sexton, Treasurer Viki Monroe and Clerk Tammy Scheffers. Supervisor (Chairperson) Eric Meyer attended via Zoom along with four other Haven residents. There were five people who attended the meeting in person and Sergeant Geoff Dowty to give the Sheriffs Report.

**PLEDGE OF ALLIGIANCE**

All present stood and recited the Pledge of Allegiance.

**SHERBURNE COUNTY SHERIFF REPORT**

Sergeant Geoff Dowty sent out an e-mail report that stated there were 91 incidents for the month of February. He reviewed the report with the board members. There was discussion on dumping garbage and on how they finally caught the person; board members list of names and numbers being updated; ATV Information for the website and medical calls explained.

**OPEN FORUM (Time for Residents to Ask the Board Questions)**

Roger Plombon made the comment that he would like to see the board create a resolution to have the current Minnesota Flag be the flag that always flies at the Haven Township Hall and not the new proposed flag. He also stated that Benton County and Crow Wing County have made resolutions on this already. The board made the comment that discussion on this will be under New Business.

**APPROVAL OF AGENDA**

Supervisor Eric Meyer made a motion to accept and approve the agenda with adding under New Business Seal Bid Advertising and MAT Bylaw Changes. Supervisor Joseph Sexton seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

**READING OF THE MINUTES**

Supervisor Eric Meyer made a motion to approve the February 19, 2024 Board Meeting Minutes and the rest of the consent agenda. Supervisor Joseph Then seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

**BUILDING PERMITS**

Just for reference; Sherburne County sends an e-mail report of building permits each month to the Clerk for all the Townships. There were 2 building permits for Haven Township this month.

**PUBLIC HEARING (Communication that the Board Notified Residents)**

None

**OLD BUSINESS**

**Cemstone Gravel Pit IUP Amendment** – No New Update

**Hwy 10 Study Funding** – Supervisor Eric Meyer and Supervisor Joseph Then attended an online meeting with this group. They said that there are three active studies currently going on now with this project and when all these studies are completed they should be ready to go.

**Wet Hydrants** – No New Update

**Township Sign Replacement** – Supervisor Joseph Then reported that there has been no activity on this yet.

**AED (Automated External Defibrillators)** – There will be four AED machines installed this spring/summer. Two will go in Prairie Woods Addition one in Elk River Estates and one yet to be determined. Supervisor Joseph Then made the comment that the Boy Scouts are not able to help with the activity of passing out flyers within the neighborhoods.

**Road Planning / Bonding Options** – Supervisor Randy Linn has completed and filled out the grant funding applications for the State & Local Fiscal Recovery Funds (SLFRF). He should know the results by the end of March, 2024 if the board has been approved for any of the funding requested.

Supervisor Joseph Then is working on pricing and bids for this season.

Supervisor Randy Linn is starting on applying for the 2 Million Dollar Bond Agreement and getting more information for the board members he will report more in April.

**6338 45<sup>th</sup> Avenue SE – Driveway Permit & Culvert Update** – No New Update

**Cloudnet Legal Review** – Supervisor Eric Meyer has talked with Legal Counsel and it was said that Cloudnet has no contract that they have breached, so this can be taken off of old business. The board will let the unpaid statement invoices set for now and not pay them due to lack of their Cloudnet service and not responding to Haven for several weeks.



**Tech Check** – Supervisor Eric Meyer made the comment that Tech Check has also prepared two other proposals for Haven Township. He asked the board members to look them over and they will be discussed at the April board meeting. They are a Video Surveillance Proposal for Haven Township and a Township Hall AV Proposal.

**Neighborhood Meetings** – The board discussed having neighborhood meetings to discuss issues such as Annexation; AED Machines; Fiber Optic; and one Garbage Hauler for designated areas. A board member will try to lead each neighborhood or a board member will try to find someone in the area who would be a great lead person for that specific area. The neighborhood meetings could be held at the Haven Township Hall or at a resident’s home. A tentative schedule for these neighborhood meetings are as follows:

April 2024	Kilian Addition
May 2024	Valley View Addition
End of May	Prairie Woods Addition
June 2024	River Haven Addition
End of June	Deer Haven Addition; Airport
July 2024	Elk River Estates

**NEW BUSINESS**

**Proposed 2025 Levy**

Supervisor Joseph Sexton made a motion to approve and accept the recommended levy for 2025 that was presented at the Haven Township Annual Meeting on March 12, 2024.

General	\$108,000.00
Road	\$455,600.00
Fire	<u>\$ 71,400.00</u>
<b>Total:</b>	<b>\$635,000.00</b>

Supervisor Eric Meyer seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Abstained; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

**Gopher Bounty** – Supervisor Mark Knowles made a motion to accept and approve the recommended gopher bounty of \$3.00 per pair of front feet that was made at the Haven Township Annual Meeting on March 12, 2024. Supervisor Joseph Then seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

**Minnesota Flag** – It was brought up at the Annual Meeting to have a resolution made to keep the current Minnesota Flag flying at the township hall and not the new proposed flag. After discussion on this, Supervisor Randy Linn will do research on this to see what can be done. He will look at Benton County and Crow Wing County to see how their resolutions are. Supervisor Randy Linn will report back next month on his findings.

**Sauk Rapids Fire Department Contract Renewal** – Supervisor Randy Linn attended the Sauk Rapids Fire Department Contract Renewal Meeting. There are two options the board can go with. They discussed the pros and cons of each option. The board members will think about this and bring it back at the April Meeting for a final decision.

**Seal Bids** – The board discussed getting sealed bid proposals for 65<sup>th</sup> Avenue SE / 40<sup>th</sup> Street SE overlay surfacing and 35<sup>th</sup> Avenue SE overlay surfacing. After discussion on this, Supervisor Randy Linn made a motion to authorize Supervisor Joseph Then and Supervisor Eric Meyer to go ahead with advertising for bids on these overlay projects for the 2024 season. Supervisor Joseph Sexton seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

The board also discussed the road conditions and the patching work that needs to be done this year in 2024. Supervisor Joseph Then has created a high, medium and low priority list on the roads within the township that need work. After discussion on this, Supervisor Mark Knowles made a motion to give Supervisor Joseph Then the authority to go forward with these road repair and patching projects that are needed on the priority list, however with a budget that is not to exceed \$75,000.00. Supervisor Joseph Sexton seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

Supervisor Joseph Then and Supervisor Eric Meyer will also do some discussion with Sherburne County Andrew Witter on the pot holes that are between Highway 10 and BNSF Railroad tracks on 52<sup>nd</sup> Street SE.

**Minnesota Association of Townships (MAT) Bylaws** – There was communication sent out from the Minnesota Associations of Townships about voting on proposed bylaw changes at the Spring Short Courses offered. The MAT Board of Directors moved forward with this process for the following reasons; they did not have a high turnout at the Annual Meeting; they have a high attendance at the Spring Short Courses to make it easier for people to vote and support the board’s decisions. Supervisor Eric Meyer contacted Haven Township legal counsel to see if this would affect Haven Township. Legal Counsel stated that they are just following legislative rules and they are not breaking any rules or regulations. This does not affect Haven Township. This was for informational purposes only to let everyone know what has been happening. It seems to be more a political issue.

## **BUSINESS FROM THE SUPERVISORS**

### **Supervisor (Chairperson) Eric Meyer**

Orderly Annexation with the City of St. Cloud – The city of St. Cloud is aware that Haven Township will be meeting with residents to discuss annexation issues with them this summer. Haven Township will then discuss with the City of St. Cloud options on what the findings were with the residents sometime this fall.



**Supervisor Randy Linn** – Supervisor Randy Linn made the comment that he is waiting to hear about the Local Road Improvement Program Funding (LRIP).

**Supervisor Mark Knowles** – Supervisor Mark Knowles had no new updates.

**Supervisor Joseph Then** – Supervisor Joseph Then reported that he has been dealing with the dead tree on 16<sup>th</sup> Avenue SE in River Haven. The property owner's Power of Attorney made the comment that they are working on getting a contractor to remove the dead tree. It has been over 30 days since the letter was mailed to the property owner. After discussion on this, Supervisor Mark Knowles made a motion to authorize Supervisor Joseph Then to hire someone to take the tree down as soon as possible due to it is a hazard issue. The township can bill the homeowner if needed. Supervisor Joseph Sexton seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

**Supervisor Joseph Sexton** – Supervisor Joseph Sexton made the comment that the fire call bills are getting paid. The Sauk Rapids Fire Department is doing a great job with filling out the iPad form on the HeyGov site so the township gets the invoice to the owner in a timely fashion. There are a few bills that have been set aside due to finding the proper owner to pay the bill.

Another bill has been postponed due to the owner keeps saying he will pay it and never does. Supervisor Eric Meyer made a motion for Supervisor Joseph Sexton to call Roger from Lakes Renovation and state that if his bill is not paid within 10 days Haven Township will be placing it on his property taxes so it can be paid. Supervisor Joseph Then seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

Supervisor Joseph Sexton will take a tour with a Mayo Ambulance Driver this week to see a facility that they prefer and works good for them.

#### **TREASURER UPDATE**

The Treasurer reviewed the February Cash Control Statement; Receipt Register and Disbursement Register with the Supervisors.

#### **CLAIMS LIST FOR APPROVAL**

Supervisor Eric Meyer made a motion to accept and approve the claims 24038-24057 totaling \$11,969.87 as presented for the month of March. This motion will also include adding the banking service fees for the end of the month when the statements arrive. Supervisor Joseph Sexton seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

*Note: Monthly Pay-Out Claims - Payroll and Mileage/Reimbursements Need to be turned into the Treasurer, Deputy Treasurer or Deputy Clerk by **the Tuesday before the Monthly Board Meeting Date by 6:00 p.m. in order to get paid for the month.***

#### **CLERK UPDATE**

**Scout Troop Meeting Days** – It was decided that the Scout Troop will keep their meeting days on Thursday.

**Election Poll Pads** – The Clerk talked to the board members on how Sherburne County had a request from other townships to order more poll pads for the upcoming elections. She asked the board if this was something that they thought Haven Township needed. If so, now would be the option to order more. She felt that the four poll pads that they currently have are enough for Haven Township at this point.

**Haven Township Septic System** – The clerk had a septic design completed for Haven Township. Sherburne County did not have any records on the last time anything was done at the Haven Township Hall for septic system compliance. Their records went back to 1972. The septic design was a total of \$850.00. The system installation ranges from \$12,000.00-\$39,000.00 per Sherburne County. Haven should hopefully not exceed \$15,000.00 depending upon cost of material inflation.

**W-4s** – Please turn in 2024 W-4 if you have not already

**Haven Local Board of Appeal & Equalization – April 11, 2024 @ 1:00 p.m.** It was discussed who will attend this meeting. These are the board members who can attend; Supervisor Eric Meyer; Supervisor Randy Linn; Supervisor Joseph Then; Supervisor Joseph Sexton and Clerk Tammy Schefers.

**Haven Township Annual Clean-Up Day – Saturday, May 4, 2024** The Clerk will work on getting a Newsletter out to the residents.

#### **COMMUNICATIONS**

MN Association of Townships – Online Training / Newsletter Updates / Meetings  
Sherburne County Planning & Zoning – Public Hearings  
Sherburne County Association of Township Meeting Agenda  
Sherburne County Comprehensive Plan Land Use Plan Steering Committee  
Sherburne County Connect Agenda  
Sherburne County 2023 Year-End Violation Report  
Voice Mails  
E-mails from Residents

#### **OPEN FORUM (Time for Residents to Ask the Board Questions)**

Roger and Gloria Plombon asked if they could get the Scouts to help again at the township Clean-Up Day. They feel that this system of - You Unload Yourself is not that easy to do. They liked it when a group of youth was there to help unload the items of the residents. They suggested bringing that back. After discussion on this, the board made the



comment that it was a challenge to keep some of the youth under control and concentrate on helping. Other Supervisors asked if there were other non-profit groups willing to work that day. After more discussion on this someone mentioned that the Nordic Ski Team may be interested in this fundraiser. Supervisor Eric Meyer made a motion to ask the Nordic Ski Team if they would like to help on Saturday, May 4, 2024 Haven Township Clean-Up Day and pay them \$1,000.00 for their service. They are older high school students and coaches. Supervisor Joseph Sexton seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

Chris Hansen with Done Right Contracting had offered help with his employees if this group is not willing to take the Clean-Up Day on.

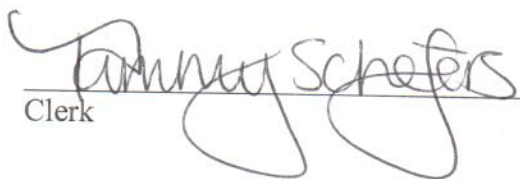
Tom Schmidt with HOLCIM Aggregates Industries asked the board members about the Hwy 10 Bridge Study Project; Annexation with the City of St. Cloud and the River Scenic Water Way. He was curious of time frames and when these projects would go into effect.

**ADJOURN**

It was moved by Supervisor Mark Knowles seconded by Supervisor Joseph Sexton to adjourn the meeting. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Randy Linn – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried and the meeting was adjourned at 8:37 p.m.

  
Chairperson

4-15-24  
Date

  
Clerk

4.15.2024  
Date