

MINUTES OF THE HAVEN TOWN BOARD MEETING
April 15, 2024

CALL TO ORDER

The Haven Town Board met at the Haven Town Hall on Monday, April 15, 2024. The meeting was called to order at 7:00 p.m. by Chairperson Eric Meyer. Members present: Supervisor Eric Meyer, Supervisor Randy Linn, Supervisor Mark Knowles, Supervisor Joseph Then, Supervisor Joseph Sexton, Treasurer Viki Monroe and Clerk Tammy Schefers. There was one person who attended the meeting in person and Sergeant Geoff Dowty to give the Sheriffs Report. There was no Zoom for this meeting.

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 94 incidents for the month of March. He reviewed the report with the board members. He stated the tires that were left in Sand Prairie Wildlife were picked up, the crash on county road 3 was a medical issue, he has contacted the reserves for our clean-up day and someone will be available to help direct traffic that morning. He also made the comment about distractive driving; there will be more enforcement with cell phones in hands while driving.

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

Jeff Peterson talked with the board about sign replacing. He was just checking in to make sure that the board knows he is still willing to replace signs for Haven Township. He does this as a side job. Supervisor Joseph Then made the comment that he was waiting till the frost was out of the ground and the weather got nicer before he sent work his way. He will connect with him this week to get started.

APPROVAL OF AGENDA

Supervisor Randy Linn made a motion to accept and approve the agenda. Supervisor Mark Knowles 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 Randy Linn made a motion to approve the March 18, 2024 Board Meeting Minutes and the rest of the consent agenda. 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.

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 9 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 – No New Update

Wet Hydrants – No New Update

Township Sign Replacement – Supervisor Joseph Then reported that he is going to be reaching out this week with the contractor to start the process of sign replacements.

AED (Automated External Defibrillators) – The AED machine in River Haven has been completed. There will be four more AED machines installed this spring/summer within the township.

Road Planning / Bonding Options – Supervisor Randy Linn reported that Haven Township did not receive any State & Local Fiscal Recovery Funds (SLFRF).

The board discussed bonding options that Supervisor Randy Linn reviewed with them. After discussion on this, the board will have Supervisor Randy Linn and Supervisor Joseph Sexton work together and finalize numbers. They will have a written report for the other board members to review and a decision will be made of how the board would like to proceed at the May board meeting.

Supervisor Joseph Then reviewed with the board members that there were four sealed bids for the overlay surfacing road work on 35th Avenue SE; 65th Avenue SE; 40th Street SE. The bids presented were as follows:

Knife River Corporation	\$245,656.00
Minnesota Paving & Materials	\$268,280.00
Asphalt Surface Technologies Corporation	\$319,412.00
Duininck Incorporated	\$320,964.50

After discussion on this, Supervisor Joseph Then made a motion to approve and accept the bid from Knife River Corporation for \$245,656.00 to proceed and complete the asphalt projects for 35th Avenue SE; 65th Avenue SE; 40th Avenue SE which also includes the shouldering of these roads. Supervisor Mark Knowles 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 will let the property owners know ahead of time when the completion of these roads will take place.

It will all depend on when Knife River Corporation schedules these roads for overlay this spring/summer/fall. Supervisor Eric Meyer made a motion that when this road overlay project is completed if there is not enough funding in the Road Fund to pay the invoice

when the job is completed, the board gives the treasurer permission to move/transfer funds from the ARPA Fund into the Road Fund. 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.

6338 45th Avenue SE – Driveway Permit & Culvert Update – No New Update

Tech Check – Supervisor Eric Meyer made the comment that Tech Check has suggested that the board may want to consider looking into a phone system other than zoom. They felt that Zoom is not the most secure and are difficult to work with. Tech Check has another option the board may be interested in considering. The board will place this on the agenda for next month for discussion.

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. Tentative schedules for these meetings are as follows:

- April 23 2024 Kilian Addition
- May 15 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

Minnesota Flag – It was brought up at a meeting to have a resolution created to keep the current Minnesota Flag flying at the township hall and not use the new proposed flag. Supervisor Randy Linn did research on this and found that in the Minnesota State Statue 1.141 it does not actually force anyone to fly the new proposed flag. The board will continue to fly the current original flag for Minnesota at the Haven Township Hall.

Sauk Rapids Fire Department Contract Renewal – There are two options the board can choose from. They discussed the pros and cons of each option. After discussion on this, Supervisor Joseph Sexton made a motion that Haven Township should choose Option 1 for the Fire Protection Agreement with the City of Sauk Rapids. This is a two year contract. The contract total for the first year (2024) is \$51,209.00 and the total for the seconded year (2025) is \$52,631.00. This will remain in force until April 30, 2026. Supervisor Mark Knowles 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.

Fire Call - Greg Genette - The board discussed a fire call that the Sauk Rapids Fire Department sent Haven Township that was a potential gas leak in the home of Greg Genette. Greg Genette spoke on the phone with Supervisor Joseph Sexton on this issue. Greg Genette was sent an invoice for \$440.00 for this fire service call. Supervisor Joseph Sexton advised Greg Genette that he must pay something for the fire call. Greg Genette sent the township a check for \$200.00 and he included a letter to the board asking if they

could forgive/waive the rest of the fee for him due to financial issues and losing his wife to cancer and he has lots of her medical bills to pay. After discussion on this, Supervisor Joseph Sexton made a motion that the board should accept, approve and forgive the remainder amount of \$240.00 for Greg Genette. Supervisor Mark Knowles 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 contact Greg Genette to thank him for the \$200.00 check they received and let him know that this case will be closed out to a zero balance being owed by him.

NEW BUSINESS

Holcim-MWR, Inc. – Holcim is in the process of an application of wanting to develop the land they own into sand and gravel mine. Holcim owns property within Haven Township T35N R30W Sections 17, 19-20, 29-30; Sherburne County. Due to part of this application is inside the boundary of Tract 1 of the annexation agreement this will be split zoning with Haven Township and Sherburne County. Parcel ID# 25-00020-2000 is the first phase which is located on the north side of County Road 65 (42nd Street SE). Haven Township is the zoning authority for this parcel. Holcim has been working on an Environmental Impact Study (EIS) and is starting the process of the Environmental Assessment Worksheet (EAW) to develop and operate sand and gravel mine in Haven Township (Holcim Haven Mine). Sherburne County is working with them. This is a new process for Haven Township and Sherburne County. Chairman Eric Meyer has been in contact with Legal Counsel and working with Sherburne County. After discussion on all of this, Supervisor Mark Knowles made a motion to permit and authorize Sherburne County to take the lead and administer the permit on behalf of Haven Township. The formal agreement will be drafted by the township attorney and Sherburne County office. 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.

Palmer Bus Service – Palmer Bus Service is located in Teders Industrial Park. They are expanding onto their building. They are in the process of working with the Sauk Rapids Fire Department and Haven Township so there can be access to an outdoor fire hydrant on their property. A Cooperative Agreement will be drafted between all included parties when the project is completed.

County Road 63-15th Avenue SE – Supervisor Eric Meyer made the comment that Sherburne County has been in discussion with the City of St. Cloud about the turn back of County Road 63 from 15th Avenue SE to the Park-N-Ride. This road has been recently reconstructed to City State Aid standard and now includes a sidewalk. The bulk of County Road 63 is currently within Haven Township. Sherburne County would like to know if Haven Township would like to enter into a maintenance agreement with St. Cloud to plow and maintain all aspects of (old) County Road 63. They ask, knowing that it will likely be annexed into the City at some point. Plus St. Cloud's Maintenance facility is directly adjacent to County Road 63. It could also be a possibility that the City of St. Cloud annex County Road 63 right-of-way in the immediacy. After board

discussion on this, Supervisor Eric Meyer made the motion to revert and allow the City of St. Cloud to annex County Road 63, the right-of-way only, from 15th Avenue SE to the Park-N-Ride Corner for the City of St. Cloud to maintain. Supervisor Mark Knowles 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. It was also stated to let the City of St. Cloud and Sherburne County work it out.

Picnic Table – Supervisor Eric Meyer made the comment being it is getting nicer weather outside he would like to see if it was possible to find a picnic table for the Mayo Ambulance staff. After discussion on this, Supervisor Mark Knowles made a motion to accept and approve the request for a picnic table on the township property. Supervisor Eric Meyer can purchase a picnic table as long as it does not exceed \$1,000.00. It should be placed behind a building where not everyone sees it for a public use. 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.

BUSINESS FROM THE SUPERVISORS

Supervisor (Chairperson) Eric Meyer

Orderly Annexation with the City of St. Cloud – No New Update

Supervisor Randy Linn – Supervisor Randy Linn made the comment that Haven Township did not receive any of the Local Road Improvement Program Funding (LRIP).

Supervisor Mark Knowles – Supervisor Mark Knowles made the comment that he would like to attend the neighborhood and zoning meetings so please keep him posted on the upcoming dates.

Supervisor Joseph Then – Supervisor Joseph Then talked about the next roads for maintenance and the bids he received. He shared the bid for spray patching for 18 loads at \$5,200.00 per load would be \$93,600.00. He also shared that the Mill Patching on Hwy 10 Frontage Road SE would be \$38,540.00.

Supervisor Joseph Sexton – Supervisor Joseph Sexton made the comment that the fire call bills are getting paid. He is still working on a few bills that have been set aside due to finding the proper owner to pay the bill.

TREASURER UPDATE

The Treasurer reviewed the March 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 24058-24077 totaling \$31,084.98 as presented for the month of April. This motion will also include adding the banking service fees for the end of the month when the statements arrive.

Supervisor Mark Knowles 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.

CLERK UPDATE

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

Haven Township Annual Clean-Up Day – Saturday, May 4, 2024 the Spring Newsletter was mailed out to all of Haven Residents. A pre-clean-up day meeting is scheduled on Sunday, April 21, 2024 at 4:00 pm to do a walk through with the Nordic Ski Team and Township Staff.

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
Voice Mails
E-mails from Residents

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

None

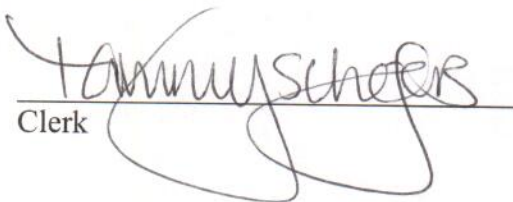
ADJOURN

It was moved by Supervisor Joseph Then seconded by Supervisor Mark Knowles 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 9:45 p.m.



Chairperson

5-20-24
Date



Clerk

5.20.2024
Date