

**MINUTES OF THE HAVEN TOWN BOARD MEETING**  
**July 15, 2024**

**CALL TO ORDER**

The Haven Town Board met at the Haven Town Hall on Monday, July 15, 2024. The meeting was called to order at 7:00 p.m. by Chairperson Eric Meyer. Members present: Supervisor Eric Meyer, Supervisor Mark Knowles, Supervisor Joseph Then, Supervisor Joseph Sexton, Treasurer Viki Monroe and Clerk Tammy Schefers. There were four people who attended the meeting in person. 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 106 incidents for the month of June. He reviewed the report with the board members.

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

None

**APPROVAL OF AGENDA**

Supervisor Joseph Sexton made a motion to accept and approve the agenda. Supervisor Joseph Then seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

**READING OF THE MINUTES**

Supervisor Joseph Sexton made a motion to approve the June 17, 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 Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

**TRI-COUNTY HUMANE SOCIETY CONTRACT**

Supervisor Joseph Sexton made a motion to accept and approve the Tri-County Humane Society Contract for the year 2024 for dogs only. Supervisor Joseph Then seconded the motion. Role Call was taken; Supervisor Eric Meyer – 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 permits each month to the Clerk for all the Townships. There were 9 permits for Haven Township this month.

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

None

## **OLD BUSINESS**

**Cemstone Gravel Pit IUP Amendment** – Supervisor Eric Meyer made the comment that they are still in the working progress with Cemstone. Representatives Alex Olin and John Rivisto were present at the meeting and spoke with the board members about the Draft IUP Amendment. The board also discussed with Cemstone the next meeting date for a Public Hearing. It has been decided that the Haven Township Planning Commission Board will meet with Cemstone on July 29, 2024 at 7:00 p.m. for a Public Hearing regarding the Amendment for the Interim Use Permit for Cemstone Products Company.

**Hwy 10 Study Funding** – Supervisor Eric Meyer made the comment that this is still in the working progress.

**Wet Hydrants** – Supervisor Eric Meyer made the comment that this is still in the working progress. He has been working with Palmer Bus Service in Teders Industrial Park.

**Township Sign Replacement** – Supervisor Joseph Then reported that he has ordered signs and they will be installed when they arrive.

**AED (Automated External Defibrillators)** – There will be four more AED machines installed this fall within the township. Supervisor Eric Meyer will work on where they will be placed.

### **Road Planning / Bonding Options** –

The board discussed the bond and went over a draft resolution. After discussion on all of this, at 8:00 p.m. Supervisor Joseph Sexton made a motion to accept, approve and pass Resolution #2024-05; Resolution Providing for the Issuance, Sale and Delivery of \$2,060,000.00 General Obligation Certificates of Indebtedness, Series 2024A. Supervisor Joseph Then seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Mark Knowles – Opposed - Nay; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; Supervisor Randy Linn – Absent, not in attendance; the motion carried.

Todd Hagen from Ehlers Public Finance Advisors was supposed to be at the board meeting for final signatures of the needed board members for the bond. He called and said he had another commitment and will be late for the meeting. The Chairperson, Clerk & Treasurer waited for him and signed the final paperwork when he arrived later that evening after 10:00 p.m.

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

**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:



August 2024	Prairie Woods Addition
August 2024	River Haven Addition
September 2024	Deer Haven Addition; Airport; Del-Tone Road
October 2024	Elk River Estates

**Holcim-MWR, Inc.** – No New Updates

**Palmer Bus Service** – Supervisor Eric Meyer commented that they are working on the cost sharing of the wet hydrant project.

**Knife River** – No New Updates

### **NEW BUSINESS**

**46<sup>th</sup> Avenue SE – Round Lake Septic Variance Request** – For Board Information: Supervisor Eric Meyer commented that he has been working with Sherburne County on a property on 46<sup>th</sup> Avenue SE that is currently vacant. This home has been vacant for sometime and he noticed that improvements are being made on the property. He commented that the septic on the property and a boat house are in the road right-of-way. He wanted to share this information with the board and he will keep the board updated on the progress.

**31<sup>st</sup> Street SE – Sandhill Self Storage, LLC – Parcel #25-00431-0135** Supervisor Eric Meyer spoke to the board about a request from Sandhill Self Storage, LLC located in Teders Industrial Park. Applicant Ben Rusin is requesting a 13 foot variance in setback from the right of way of 31<sup>st</sup> Street SE for an addition on existing building. Required setback from the right-of-way is 67 feet. He wants to add on to the current storage building for additional mini storage. After the board members discussed this, Supervisor Mark Knowles made a motion to give a positive comment, accept and approve the request for a 13 foot variance in setback from the right-of-way of 31<sup>st</sup> Street SE for an addition on existing building. Required setback from right-of-way is 67 feet. Supervisor Joseph Sexton seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

**14<sup>th</sup> Avenue SE – Deck Replacement/Septic Concern** – For Board Information: Supervisor Eric Meyer has been working with this home owner and Sherburne County in regards to a deck being replaced on the home. The homeowners had a concern that if they place a new deck on the back of their home the septic would have to be replaced. The homeowners also have interest in being annexed into the city limits in the future. The homeowner has the septic pumped and it is kept maintained. There were no other issues so Supervisor Eric Meyer approved this concern through an email to Sherburne County.

**Patio Set – Cement Slab** – Supervisor Eric Meyer bought a Patio Set off of face book market place. This will be placed outside of the township hall for Mayo Ambulance workers and others to use if they would like. The board discussed placing a cement slab somewhere on the property to have under the picnic table so it will be easier to mow



around and maintain. Supervisor Mark Knowles will work with the Clerk to get this completed before winter.

**Discussion on Payroll Fees for 2025** – Supervisor Eric Meyer brought up to the board to consider payroll changes starting next year 2025. He questioned Election Judge Fees. Haven Township is the top paying Township for Election Judges. The board discussed this, and for now they will leave it as is. This can be addressed again if needed in the future.

## **BUSINESS FROM THE SUPERVISORS**

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

Orderly Annexation with the City of St. Cloud – Supervisor Eric Meyer has been having Neighborhood Meetings to address the Orderly Annexation Process with the residents.

Supervisor Eric Meyer made the comment that he was invited to attend a nitrate discussion meeting with Bruce Hentges, Gary Gray and Aric Putnam on Friday, July 19, 2024. He will attend and keep the board updated on the discussion.

Supervisor Eric Meyer commented that he is working with Sherburne County and a property owner on a tax forfeit parcel of a field driveway / road within Haven Township. He will keep the board posted when he finds out more information.

Supervisor Eric Meyer made the comment that there is a noxious weed complaint within the township. He will get the information to Supervisor Mark Knowles so he can work with Sherburne County to fill out the paperwork.

**Supervisor Randy Linn** – None - Not in Attendance

**Supervisor Mark Knowles** – None

**Supervisor Joseph Then** – Supervisor Joseph Then talked about the progress of the spray patching of the roads that have been completed and the roads that still need completion. He made the comment that the shoulders in Teders Industrial Park have been completed. He picked up the Posting Board off of County Road 8 and put it in the shed.

The board discussed 32<sup>nd</sup> Street SE and Hwy 10 Frontage Road. They talked about having the roads surveyed. The board commented that the trees are state trees along the highway. After discussion on this Supervisor Eric Meyer made a motion to give Supervisor Joseph Then the approval to connect with a surveying company and get the road surveyed on 32<sup>nd</sup> Street SE and Hwy 10 Frontage Road. Supervisor Mark Knowles seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

The board discussed the gravel roads 54<sup>th</sup> Street SE and 52<sup>nd</sup> Street SE and how these roads have no crown on them and they need a nice base for drainage and a better binder.



Supervisor Joseph Then received a quote from a contractor for a 4 inch Class V build-up on these roads. After discussion on this Supervisor Eric Meyer made a motion to approve and have Supervisor Joseph Then connect with the contractor and hire him to place Class V on these two roads (52nd Street SE and 54<sup>th</sup> Street SE) for a better crown and to build them up for better drainage. The Class V will only be spread until past the last house on the south side of 54<sup>th</sup> Street SE, it will not go all the way to the dead end. Supervisor Mark Knowles seconded the motion. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

Supervisor Joseph Then talked about a tree that went down and fell across a resident's driveway on 16<sup>th</sup> Avenue SE in the River Haven Addition. The tree is in the road right-of-way which means it is the townships responsibility to clean it up. Supervisor Joseph Then hired a contractor to clean the tree up.

Supervisor Joseph Then commented that the Jim Knoblach mailbox post is completed. He will also have a contractor place new mailbox posts within Haven Township where needed yet this fall.

**Supervisor Joseph Sexton** – Supervisor Joseph Sexton is working on Fire Call invoices. He has contacted Sherburne County on the two property owners who are not paying the Invoices that were sent to them over a year ago when the Sauk Rapids Fire Department was at the scene. He will continue to work with all the unpaid fire claims and update the board on the progress next month.

The board discussed the ARPA fund money they have left in the account. This needs to be used by the end of 2024. The board talked about using the money to add onto the township hall for a separate area for Mayo Ambulance. After discussion on this the board asked Supervisor Joseph Sexton to look into pricing on how much an addition would cost. He will get back to the board next month on pricing.

#### **TREASURER UPDATE**

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

Treasurer Viki Monroe made the comment that the board members should be aware of the PERA changes. If the board members want to change anything they should reach out to her before the deadline of July 31, 2024.

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

Supervisor Joseph Sexton made a motion to accept and approve the claims 24123-24142 totaling \$41,248.90 as presented for the month of July. 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 Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried.

**CLERK UPDATE**

The Public Accuracy Testing for Elections is being held on August 9, 2024 at the Sherburne County Courthouse.

Supervisor Positions \*A (4 Year Term) \* B (4 Year Term) \* D (2 Year Term) are Open for Filing July 30, 2024 – August 13, 2024 for the General Elections.

The Primary Elections will be held at the Haven Township Hall on August 13, 2024.

The General Elections will be held at the Haven Township Hall on November 5, 2024.

**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)**

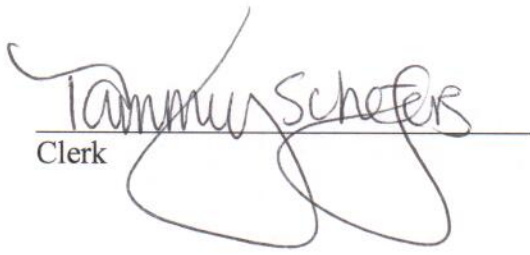
None

**ADJOURN**

It was moved by Supervisor Mark Knowles seconded by Supervisor Joseph Then to adjourn the meeting. Role Call was taken; Supervisor Eric Meyer – Aye; Supervisor Mark Knowles – Aye; Supervisor Joseph Then - Aye; Supervisor Joseph Sexton – Aye; the motion carried and the meeting was adjourned at 8:52 p.m.

  
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 Chairperson

8-19-24  
 Date

  
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 Clerk

8-19-2024  
 Date