

OFFICIAL MINUTES
 SPRING LAKE TOWNSHIP ORGANIZATIONAL MEETING
 JANUARY 11, 2018
 20381 FAIRLAWN AVENUE, PRIOR LAKE, MINNESOTA

Present:

Doug Berens – Supervisor
 Melissa Hanson, Clerk

Glenn Kelley – Supervisor
 Stacy Siegle - Treasurer

Ted Kowalski – Supervisor
 Sara Domer – Deputy Clerk

The Organizational meeting for 2018 was called to order by Chairman Kelley at 6: 00 p.m.
 Kelley motioned to approve agenda as presented. Kowalski seconded. All in favor.

1. APPOINTMENTS.

	<u>Area of Responsibility</u>	<u>Supervisor</u>		<u>Area of Responsibility</u>	<u>Supervisor</u>
a)	Chairman/Investment Management	Kowalski	f)	Weed Inspector	Berens
b)	Water Management (NPDES/PLSLWD/WCA)	Kelley	g)	City of Prior Lake liaison	Kowalski
c)	Road Supervisor	Berens	h)	Park Supervisor	Kowalski
d)	DRT meetings, Three-man Board and OAA Representative	Kowalski	i)	SCALE Representative	Kelley
e)	Fire Services	Kowalski	j)	Town Hall Maintenance	Kowalski

2. PROFESSIONAL AND OTHER SERVICES.

- Township Engineer
- Township Attorney
- Township Planner
- Township Auditor
- Ben’s Bay SSD Maintenance & Operation

Stantec Consulting Services, Inc., with Kyle Renneke as its representative
 Peter Tiede
 Stantec Consulting Services, Inc.
 Abdo, Eick & Meyers, LLP
 Advanced Septic Solutions

3. COMPENSATION.

- Chairman’s Compensation
- Supervisor’s Compensation
- Clerk’s Wages
- Deputy Clerk
- Treasurer’s Wages
- Road Overseer
- Head Election Judge
- Election Judges

\$100 monthly salary
 \$250 monthly salary
 \$80 per meeting (other than Board meetings)
 \$31 miscellaneous services
 \$31 per hour.
 \$21 per hour
 \$31 per hour
 \$31 per hour
 \$31 per hour
 \$12 per hour

- Mileage Reimbursement

Mileage will be set at the reimbursement rate established by the IRS.

4. Review Conflict of Interest Policy. Board members reviewed and affirmed the conflict of interest policy.
5. 2018 monthly Board meeting schedule. The Board will meet on the second Thursday of each month.
6. Designation of official newspaper for legal/public notices. The official newspaper for published legal notices will be the Prior Lake American.
7. Posting places for legal/public notices and elections. The posting place for legal/public notices will be the Spring Lake Town Hall located at 20381 Fairlawn Avenue, Prior Lake, MN.
8. Polling Place. The polling place will be the Spring Lake Town Hall at 20381 Fairlawn Avenue, Prior Lake, MN.
9. Depositories for Township Income. Klein Bank will be the depository for Township income.
10. 2017 Quotes and/or Contracts.
Staff will obtain quotes for the following service to be presented at the March monthly meeting.
 - Gravel hauling
 - Park Maintenance – 3 year contract signed in 2017
 - Tree/brush removal
 - Portable toilet service at Fish Lake Park
 - Ditch mowing
 - Weed/brush spraying
11. Berens motioned to approve the organization of Spring Lake Township as discussed. Kowalski seconded. Motion carried 3/0.
12. Berens motioned to adjourn the 2018 Organizational Meeting. Kelley seconded. Motion carried 3/0. The 2018 Organizational Meeting of Spring Lake Township was adjourned at 6:23 p.m.

Minutes approved _____

Ted Kowalski, Chairman

Melissa Hanson, Clerk