

**CASTLE ROCK TOWNSHIP**  
**BOARD OF SUPERVISORS REORGANIZATION MEETING**  
**April 8, 2019 at 6:15 p.m.**

**Approved**

The Re-Organizational meeting of the Board of Supervisors of Castle Rock Township was convened at the Town Hall on Monday, April 8, 2019. Those present were Sandy Weber, Chair; Jon Juenke, Vice-Chair; Dave Nicolai, Kelly Elvestad and Jeff Partington, Supervisors; Barbara Lang, Clerk and Rhonda Rademacher, Treasurer.

Sandy Weber, Chair called the meeting to order at 6:15 p.m. and the Pledge of Allegiance was recited.

**OATHS OF OFFICE** – already completed

**APPROVE AGENDA**

**Kelly Elvestad made a motion and Jeff Partington seconded to approve the agenda. 5 ayes. Motion carried.**

**PLANNING COMMISSION**

Planning Commission Member whose term is expiring is: Mike Betzold (2019)

Mr. Betzold has had many conflicts for attendance this past year. A letter of interest was submitted by Jim Heiman, who is interested in being appointed to this position.

**Jon Juenke made a motion and Jeff Partington seconded to appoint Jim Heiman to the Planning Commission for a 3-year term. 5 ayes. Motion carried.**

**ELECTION OF OFFICERS OF BOARD**

**Jon Juenke made a motion and Dave Nicolai seconded to nominate Kelly Elvestad as Chair of the Board of Supervisors. No other nominations being made, the vote was taken. 5 ayes. Motion carried.**

**Jon Juenke made a motion and Dave Nicolai seconded to nominate Sandy Weber as Vice-Chair of the Board of Supervisors. No other nominations being made, the vote was taken. 5 ayes. Motion carried.**

**RE-APPOINT TOWNSHIP TREASURER**

**Jeff Partington made a motion and Jon Juenke seconded to re-appoint Rhonda Rademacher as Township Treasurer for a two-year term beginning April 2019. 5 ayes. Motion carried.**

**OFFICIAL PAPER**

**Dave Nicolai made a motion and Kelly Elvestad seconded to have the Farmington Independent and the Cannon Falls Beacon as the Township's official papers. 5 ayes. Motion carried.**

**LEGAL POSTING PLACES**

**Kelly Elvestad made a motion and Jeff Partington seconded that the legal posting places will be the Castle Rock Banks in Farmington and Castle Rock, Farmers Mill Elevator, the Castle Rock Town Hall, and the Castle Rock Township website. 5 ayes. Motion carried.**

**OFFICIAL BANK**

Supervisor Nicolai recused himself from discussion.

**Jon Juenke made a motion and Kelly Elvestad seconded that the official banks are Castle Rock Bank, primary bank, and Premier Bank, secondary bank. 4 ayes – Sandy Weber, Jon Juenke, Jeff Partington and Kelly Elvestad, 1 abstain by Dave Nicolai. Motion carried.**

**TOWNSHIP ATTORNEY**

There was discussion about the Township Attorney designation, which included discussion about having the Township Attorney present at all Board meetings. Treasurer Rhonda Rademacher indicated that this additional service was not included in the 2019 Budget. This designation was tabled until the May Board of Supervisors meeting. Clerk was instructed to obtain billing rate information and availability for Kennedy & Graven, the current township attorney, and also for Dougherty, Molenda, Solfest, Hills & Bauer P.A. and this designation will be discussed further at the May Board of Supervisors meeting.

**TOWN PLANNER/ENGINEER**

There was discussion about the official designation of Bolton & Menk, who have been serving as Town Planner and Engineer services since Dean Johnson's retirement. Discussion included having the Town Planner present at all Board meetings also. Clerk was instructed to obtain billing rate information and availability and this designation will also be discussed further at the May Board of Supervisors meeting.

## **COMPENSATION AND REIMBURSEMENT OF EXPENSES**

- 1) Supervisors – Continue payment of \$90/meeting, \$15/hr for extra hours, and mileage reimbursement at the current IRS rate – no increase being made at this time.
- 2) Planning Commission – Continue payment of \$60/meeting, Planning Secretary \$60/meeting, \$15/hr for extra hours, and mileage reimbursement at the current IRS rate – no increase being made at this time.
- 3) Treasurer - Continue salary of \$625/month, \$15/hr for extra hours, and mileage reimbursement at the current IRS rate – no increase being made at this time.
- 4) Clerk – Continue payment of \$19.50/hr, \$70/meeting, and mileage reimbursement at the current IRS rate - no increase being made at this time.
- 5) Office Assistant- Continue payment of \$15/hr – no increase being made at this time.
- 6) Election Judges - Continue payment of \$13/hr – no increase being made at this time.

**Dave Nicolai made a motion and Kelly Elvestad seconded to pay compensation at rates listed above. 5 ayes. Motion carried.**

7) Building Inspector and Septic Inspector – Currently Inspectron, Inc. It was noted that Inspectron’s current contract expires June 30, 2019. Clerk was instructed to add discussion of these renewals to the May Board of Supervisors meeting agenda.

## **COMMITTEES**

- 1) Farmington Fire Department and Randolph-Hampton Fire Department: Dave Nicolai
- 2) North Cannon River Watershed & Vermillion River Watershed: Sandy Weber
- 3) Roads: Jon Juenke
- 4) Parks: Kelly Elvestad
- 5) Planning Commission: Jeff Partington
- 6) Soil and Water Conservation District: Sandy Weber

## **MEETING DATES**

Board of Supervisors – 2<sup>nd</sup> Monday of each month. There was discussion about the township no longer observing the Columbus Day Federal Holiday, which the Minnesota Association of Townships does not observe.

Planning Commission – 4<sup>th</sup> Monday of each month

Reschedule: Monday, May 20<sup>th</sup>, 2019 Memorial Day Federal Holiday

Monday, December 16<sup>th</sup>, 2019 due to Christmas holidays

**Jon Juenke made a motion and Kelly Elvestad seconded to approve the Meeting Dates. 5 ayes. Motion carried.**

**Kelly Elvestad made a motion and Jon Juenke seconded to adjourn. 5 ayes. Motion carried.**

Reorganization meeting adjourned at 6:45 pm.

Respectfully submitted,

Barbara M. Lang (original signature on file)

Barbara M. Lang, Clerk

Kelly Elvestad (original signature on file)

Attest: Kelly Elvestad, Chair