

Bridgewater Township Board of Supervisors
County of Rice, State of Minnesota
Re-Organizational Meeting Minutes March 20, 2013
Approved

The meeting was called to order at 7:02p. The pledge of allegiance was said by all.

Roll Call-Supervisors Morlan, Castore, Doran-Norton, Clerk Cooper, Treasurer Pfahning and Supervisor – Elect Gary Ebling were in attendance.

Introduction of Guests: None

Swearing in of New Officers- Clerk Cooper swore in Gary Ebling as Supervisor and Brad Pfahning as Treasurer.

Approval of Agenda- Castore moved, Ebling seconded, passed 3/0 , with changes.

ReOrganization of Town

- Transfer Town Records: Cooper directed by Board to compile all info that pertains to town records and place in safe.
- Select Chair-Doran-Norton, Ebling seconded,that Castore be made Chair, passed 3/0.
- Select Vice Chair-Ebling moved, Castore seconded, that Doran-Norton be made Vice Chair.
- Adopt a Schedule of Regular Board Meetings and Work Sessions-monthly board meetings are set for the second Wednesday of every month.

Current Meeting Dates and Times

- Doran-Norton moved, Ebling seconded, passed 3/0, this meeting schedule.
 - Regular town board meetings are held on the second Wednesday of every month at the town hall. The fourth Wednesday of the month may be scheduled as a regular meeting for actions, which cannot wait until the second Wednesday meeting. .
 - It is possible that a quorum or more of the members of the board may attend and may participate in discussion of the matters which come before the group holding that meeting. If this occurs, this meeting will constitute a special meeting of the town board at the time and place noted for the meeting. The purpose of this special meeting will or may include discussion of all items on the agenda of this meeting. :
 - i. **Bridgewater Township Planning Commission** meetings held at Bridgewater Township Hall.
 - ii. **Rice County Commissioner Board** meetings held in the Commissioner Chamber at the Government Services Building,
 - iii. **Rice County Planning and Zoning** meetings, held in the Commissioner Chamber at the Government Services Building.

- iv. **Quarterly Inter-Governmental** meetings of Bridgewater, Northfield, Waterford, Greenvale townships, the cities of Northfield and Dundas, and the counties of Rice and Dakota. The location of these meetings varies.
- v. **Northfield City Council** meetings held at Northfield City Hall.
- vi. **Northfield Planning** Commission meetings held at Northfield City Hall.
- vii. **Dundas City Council** meetings held at the Dundas City Hall.
- viii. **Dundas Planning Commission** meetings held at Dundas City Hall.

Current information on meeting dates and times on the following websites:

Bridgewater Township <http://www.bridgewaterwp.org>

City of Northfield: <http://www.ci.northfield.mn.us/>

City of Dundas: <http://cityofdundas.org/>

Rice County: <http://www.co.rice.mn.us/>

Designate Official Newspaper of the Town

- Doran-Norton moved, Castore seconded, that the Northfield News be the official newspaper of the township.

Designate Township Attorney(s)

- Planning & Zoning-Peter Tiede
- Other Business-John Ophaug
- Castore moved, Ebling seconded, passed 3/0 that Tiede and Ophaug are the Town attorney's.

Set Compensation for Town Officers & Employees-Ebling moved, Doran-Norton seconded, passed 3/0 of the following schedule:

- Mileage reimbursement: \$.55 ½ cents per mile
- Election Judges: \$10.00 per hour
- Head Election Judge \$12.50 per hour
- Grader/Truck Driver \$22.00 per hour
- Truck Driver \$24.00 per hour
- Substitute Truck Driver \$20.00 per hour
- Supervisors: \$4200 annually
- Deputy Clerk \$ 50.00 per meeting
- Treasurer \$4700 annually
- Clerk \$5100 annually
- Town Hall Cleaning \$17.50 per hour
- Misc Labor \$15-\$25 per hour

Designate Supervisors to Fill Position

- Roads- Castore, with Ebling in training for position
- Website-(TBD)
- Review of ARD Properties (Ebling)
- Deputy Clerk (TBD)
- Deputy Treasurer(TBD)
- Head Election Judge (Cherie Albers)
- Planning & Zoning Ex-Officio (Doran-Norton)

Dundas Planning Commission Members (3 Yr Appointments)

- Bruce Morlan (through 2014)
- Gary Ebling (will resign when replacement named)
- John Klockeman (through 2015)

Bridgewater Planning Commission Members (3 Yr Appointments)

- Jeff Stremcha (2013)
- Larry Alderks (2013)
- Gary Ebling (will resign)
- Jim Rossow (2015)
- John Klockeman(2014)

Designate Rural Fire Representative

- Paul Liebenstein

Designate Rural Ambulance Representative

- Glen Castore

Designate Meeting Posting Places for the Township

- Castore moved, Doran-Norton seconded, passed 3/0 that the posting site for meeting notices is Bridgewater Township Hall, 500 Railway St, Dundas, MN 55019.
- www.bridgewater.twp.org may have meetings noticed as a courtesy.

Designate Bank as Township Repository

- Castore moved, Doran-Norton seconded, that First National Bank of Northfield be the town repository.
- Update Bank Signature Forms-Board directed Cooper and Pfahning to contact the banks and get Ebling signed on the accts.

Consider Potential Conflict of Interest Issues- None

Review & Amend Board Polices as Needed

- Invoice Procedure
- Correspondence
- Claims
- Mail P.O. Box 246 Dundas, MN 55019
- Email Addresses-Cooper directed by Board to add Ebling's contact information to various sources.
- Bidding Processes-Castore requested that the Board keep the current policy in place.

Review Township Accident Reduction Plan-Castore will update Board at future meeting on this issue.

Inventory & Training Materials Available-Castore will update Board at future meeting on the this issue.

Review Town Ordinance & Resolution Book-Castore will contact Zoning Administrator Braun on the book.

Confirm Compliance with the 60 Day Rule and Preparation of the State Report on Fees

- Board will be asking Carolyn Braun to report on this issue at a future meeting.

Identify Upcoming Training Opportunities

- Supervisors offered training to other Board members on training opportunities.

List of Officers & Contact Information

- Board directed Cooper to get Ebling's contact information out to various places.

Set Goals & Projects for the Year

- Trout Stream Ordinance
- Moving ordinances to township code
- Township Books Project completed
- Rice Creek Project completed
- Update Website
- Open Meeting Law Amendment application on site
- Creating Legislative Liason Position
- Collecting Gravel Tax
- Template for Northfield Annx Agreement
- Fire Service District, Taxing District
- Rice County Comprehensive Plan
- Letter from Township-Gill Praver

Old Business-None

New Business-None

Adjournment-Castore moved, Doran-Norton seconded, passed 3/0.

Chair : Glen Castore_____

Attest: Janalee Cooper_____