

Empire Township Meeting Minutes December 23, 2019

The Town Board meeting was called to order by Chairman Terry Holmes at 7:00 PM.

Present were: Terry Holmes, Jamie Elvestad, Ed Gerten, Charles Seipel, Jeff Hince, Denise Williamson.

Agenda: Jamie Elvestad made a motion to approve the agenda. Ed Gerten seconded. Motion passed 3-0.

Meeting Minutes: Ed Gerten made a motion to approve the minutes of the Town Board Meeting of December 10, 2019; the Planning Commission Meeting of December 17, 2019. Jamie Elvestad seconded. Motion passed 3-0.

Treasurer Report: The treasurer's report showed a General Fund Account balance of \$20,265.94 plus investments and an Escrow Account balance of \$13,059.65 plus investments. The report noted a transfer in the amount of \$100,000 from Savings to Checking on 12/23/2019.

Jamie Elvestad made a motion to approve the financial report. Ed Gerten seconded. Motion passed 3-0.

Visitors: No visitor comments.

Bills to be Paid: Terry Holmes made a motion to approve the attached list of bills in the amount of \$123,382.38. Jamie Elvestad seconded. Motion passed 3-0.

Committee Reports

Maintenance / Sewer and Water / Road and Bridges

Jeff Hince reported that the Township maintenance staff working on flooding the ice-skating rink. The new lights for the rink have been installed by Xcel Energy.

Old Business:

The draft Personnel Policy was discussed. It was determined that overtime pay should be calculated based on a 40-hour work week. Vacation, sick leave and holidays can count as regular hours. Bereavement leave should be quantified as three days off for immediate family members and one day off for other relatives. Ed Gerten made a motion to adopt the Empire Township Personnel Policy. Jamie Elvestad seconded. Motion passed 3-0.

New Business:

The Offer to Sell as well as the Temporary Construction Easement have been agreed to by Fischer Sand and Aggregate. The documents will be signed on Thursday. Jamie Elvestad made a motion to approve the Offer to Sell and the Temporary Construction Easement with Fischer Sand and Aggregate for construction of the 170th Street Roundabout. Ed Gerten seconded. Motion passed 3-0.

The Town Board reviewed the draft Charter Cable Franchise Agreement, including a memo from the Township's attorney outlining some changes from the previous draft agreement. The agreement will be sent back to Charter for their review and approval. There may be some slight modifications to the agreement.

Jamie Elvestad made a motion to approve the Charter Cable Franchise Agreement, provided that there may be some slight modifications. Ed Gerten seconded. Motion passed 3-0.

The Town Board Meeting adjourned at 8:05 PM.

Terry Holmes Chairman, Town Board

Charles Seipel, Clerk – Treasurer