

Wyanett Township
Reorganization Meeting
Minutes – Mar. 15, 2022

Call to Order by chairman Ken Murray. Flag Pledge – all members present.

Visitors - none

1. Certificate of Election and Campaign of Financial report was filed by Dennis Haubenschild and Linda Hass on Mar. 15, 2022.

Dennis and Linda will take their oath of office on Mar. 16, 2022.

2. Transfer town records if applicable. N/A

3. Travis so moved, Dennis 2nd for Ken to be the chair-carried. Ken so moved with Travis, 2nd for Dennis to be Vice Chair, carried.

4. Approval of 2022 meetings and times. Travis moved to approve, Dennis 2nd, carried.

5. Designate an official newspaper – County News Review and Union Times which is what was voted at annual meeting.

6. Set compensation for town officers and employees- current salaries for clerk is \$500 and the treasurer is \$400. The snow plow and road grader positions, Tom Lundeen and board members and deputy clerk and treasurer are \$28.50 per hour. Election Judges are \$15. Beach wages to be determined. Meetings are \$60 – Ken so moved with Dennis 2nd to stay at these rates – passed.

Federal mileage rate for 2022 is 58.5 cents per mile.

7. Supervisors serve on boards such as planning and fire boards. Ken will do driveway permits and beach supervision.. Travis is the building guy, snow plows the town hall parking lot, shovels and takes care of gopher feet.. Dennis is on the planning board, CTAS updates and the compost pile. All duties will be shared when needed. Ken so moved with Dennis 2nd – carried.

8. Designate posting at – EC's - – town hall posting on door and the website. Travis so moved to approve/Dennis 2nd – carried.

9. Designate a bank – Bremer Bank in Princeton. Dennis so moved to approve, Travis, 2nd – carried.
10. Conflict of interest – supervisors need to sign the form after each service. Travis so moved with Dennis the 2nd to approve, carried.
11. Review board policies if needed.
12. AWAIR plan – a workplace accident and injury reduction to review annually if in place. N/A
13. Inventory training and reference materials. The Town Law Book and election materials – available to the board, properly updated and missing items replaced.
14. Review town ordinance book and resolution book if needed.
15. Urban towns in the metro area confirm compliance with the Data Practices Act. Review the board’s data practices access procedures, the designated responsible authority, and the compliance official appointment.
16. Towns with planning and zoning – not applicable to Wyanett.
17. Confirm the Town Financial Reporting Form for the Auditor has been completed. Linda submitted this on 1-3-22-confirmation received.
18. Upcoming training opportunities – the board should be aware and authorize board members to attend.
19. List of officers: confirm the list to be completed and sent to the MAT office. Linda will do this.
20. As requested at the 2020 meeting the clerk has compiled a monthly update for repair and maintenance in a book for equipment and vehicles. It commences with Jan. 2019 and will continue onward.
21. A sign by the compost pile by the maintenance building reminds people this is only for citizens of Wyanett Township. Dennis will remove some and stir the pile.
22. At the 2020 meeting Dennis so moved with Ken the 2nd that Travis should update the sewer system. Passed. As of 3-15-2022 this has not been done. More plans for the update in 2022 will be discussed at a regular monthly meeting.

23. Inventory should be taken of culverts, signs etc. each year. A book with inventory on hand will be updated when purchases are made. Linda will start such a book for 2022. We do need bills emailed to the clerk when purchases are made so payments can be made within the vendor's terms.. Approval of big items should be approved the month before by the supervisors.

24. Records Retention – Linda will get plastic tubs for old records to go to offsite storage at the North Maintenance building. Fire Proof items will go into the safe there. Travis so approved, Dennis 2nd – carried.

Motion to Adjourn by Travis, 2nd Dennis – carried.

Respectively Submitted,

Linda Hass, Clerk