

Wyanett Township
Reorganization Meeting
Minutes – Mar. 16, 2021

Call to Order – 6:30 P.M. by chairman Ken Murray. All board members were present.

Visitors -

1. Certificate of Election needs to be filed by Mar. 16, 2021. Travis and Cathy did file with clerk.

Travis and Cathy to take their oath of office with clerk on March 17, 2021.

2. Transfer town records if applicable. N/A

3. Select a town board chair and vice chair. Travis so moved with Dennis the 2nd to leave Ken as chair with Dennis as vice chair. Upon absence Travis will fill in. Passed.

4. Approval of 2021 meetings and times. Ken moved to approve, Travis, 2nd passed.

5. Designate an official newspaper – County News Review and Union Times – with lift ads into the Scotsman and Town and Country Shopper so moved by Ken, Travis, 2nd, passed.

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 per hour and beach jobs vary in wages. Ken so moved to approve, Travis, 2nd – passed.

Federal mileage rate for 2021 is 56 cents per mile.

7. Designate supervisors to serve on boards such as planning, fire board, building maintenance, permits etc. Ken will be on the fire board and permits, and beach . Travis is the building guy and snow plows the town hall parking lot. Dennis is on the planning board and all CTAS updates. All duties will be shared when needed.

8. Designate one or more posting places – posting facilities must be provided at these places – EC's - 3 places are recommended – town hall posting on door and the website. Travis so moved to approve, Ken 2nd – passed.
9. Designate a bank – Bremer Bank in Princeton. Ken so moved to stay at Bremer. Travis gave the 2nd – passed.
10. Conflict of interest – supervisors need to sign the affidavit after each service. Dennis so moved to approve with Travis 2nd, passed.
11. Review board policies if needed. Snow plowing policy. Inspection and Repair of road signs as 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 2-13-21 with 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. The supervisors each got a spreadsheet with all the data in the book.

21. There is a sign by the compost pile down by the maintenance building that reminds people this is only for citizens of Wyanett township. Dennis stated this is working well.

22. At the 2020 meeting Dennis so moved with Ken the 2nd that Travis should update the sewer system. Passed. As of 3-16-2021 this has not been done. More plans for the update in 2021 are forthcoming.

23. Inventory should be taken of culverts, signs etc. each year. Should we have an inventory book? We do need bills emailed to the clerk when purchases are made. Also information of who picked up stuff and what it is for.

Motion to Adjourn at 7 p.m. by Ken, 2nd by Travis – passed

Respectively Submitted,

Linda Hass

Clerk

