

**Wyanett Township**  
**Reorganization Meeting**  
**Minutes – Mar. 19, 2019**

Call to Order – 7 P.M. – Flag Pledge – all members present – Visitors -2

1. Certificate of Election needs to be filed by Mar. 19, 2019. – Linda gave Dennis and Cathy their certificates.

Swearing into office with Clerk needs to be done between March 21, 2019 and April 3, 2019. Dennis will be done within this time frame.

This can be done at the Mar. 26<sup>th</sup> St. Cloud training – bring certificate of election with. Cathy will say her oath in St. Cloud.

2 . Transfer town records if applicable. – no issue

3. Select a town board chair and vice chair – Dennis so moved with Travis the 2<sup>nd</sup> to have Ken be the chair. Passed. Ken so moved with Travis the 2<sup>nd</sup> to have Dennis be vice chair, passed.

4. Adopt a schedule of the board’s regular meetings- detail on newsletters. Linda stated Wyanett has no election on Nov. 5<sup>th</sup> so we scratched that out. Ken so moved with Dennis the 2<sup>nd</sup> to accept the dates, passed.

5. Designate an official newspaper – Ken so moved , Travis the 2<sup>nd</sup> to have County News Review and Union Times, passed.

6. Set compensation for town officers and employees. Dennis so moved with Travis the 2<sup>nd</sup> to keep compensation the same, passed.

Mileage rate for 2019 is 58 cents per mile. – Ken so moved use this Federal guideline with Travis the 2<sup>nd</sup>, passed.

7. Designate supervisors to serve on boards such as planning, fire board, building maintenance, permits etc. – Dennis made a motion with Travis the 2<sup>nd</sup> to keep job duties as assigned. Passed.

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,

posting inside on bulletin board and our web site. Ken so moved to accept these with Dennis the 2<sup>nd</sup>, passed.

9. Designate a bank – Bremer Bank in Princeton. Ken so moved with Dennis the 2<sup>nd</sup> to keep it at Bremer Bank, passed.

10. Conflict of interest – supervisors need to sign the form after each service. Travis so moved to continue this practice with Ken the 2<sup>nd</sup>, passed. Ken so moved with Dennis the 2<sup>nd</sup> Resolution 2019-0319 stating the above. passed

11. Review board policies if needed. Snow plowing policy. Inspection and Repair of road signs as needed. Dennis so moved with Travis the 2<sup>nd</sup> to continue as we are doing this, passed.

12. AWAIR plan – a workplace accident and injury reduction to review annually if in place. We do not have one yet at Wyanett. No further action needed.

13. Inventory training and reference materials. The Town Law Book and election materials – available to the board, properly updated and missing items replaced. All are located in the office desk.

14. Review town ordinance book and resolution book. Review and update. Send a copy to the county law library and any feedlot ordinances have been mailed to the MN Dept. of Agriculture. No action 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. No action needed.

16. Towns with planning and zoning – not applicable to Wyanett.

17. Confirm the Town Financial Reporting Form for the Auditor hare completed. Linda submitted this online March 2, 2019 and received confirmation back.

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.

Motion to adjourn by Ken, 2<sup>nd</sup> by Dennis, passed.

Respectively Submitted – Linda Hass, Clerk

