

Minutes of the Regular Meeting of Ford Town Board
January 13, 2009 at 7:00 pm at the Town Hall

1. Present: Kim Johnson, Doug Bassett, Ken Von Bank, Edna Cole and Sarah Berry, Frank Kriz—Zoning Administrator
Citizens present: Jim Swaningson,
2. Meeting called to order by Johnson at 7:02.
3. Reorganizational Items:
 1. Motion by Bassett and Johnson to accept the amended reorganizational agenda. Motion carried unanimously
 2. Oath of office was given to Ken Von Bank.
 3. Election of Officers: Nomination by Johnson and Von Bank to appoint Bassett as chair. Motion carried unanimously. Motion by Bassett and Von Bank to appoint Johnson as Vice Chair. Motion carried unanimously.
 4. Transfer of Town Records: Von Bank has received supervisor book from Kerr. Cole will get Keys from Kerr.
 5. Schedule of Regular Board Meetings: 2nd Tuesday of the Month
Motion by Johnson and Von Bank to approve the schedule of meetings as presented. Motion Carried unanimously.
 6. Designate an Official Newspaper: Motion by Johnson and Von Bank to make the Times the official newspaper. Motion carried unanimously.
 7. Compensation of Town Officers:
 - a. Meetings at the Town Hall; Motion by Bassett and Von Bank to pay board members \$65.00/ meeting. Motion carried unanimously.
 - b. Hourly Rate for Township Business: Motion by Johnson and Bassett to keep hourly pay for board at \$12.50/hour. Motion carried unanimously.
 - c. Training: Motion by Johnson and Von Bank to pay \$12.50/hour for training of township officers. This is paid from home to home, plus mileage. Motion carried unanimously.
 - d. Other meetings: no action needed on this.
 - e. Mileage rate: Motion by Von Bank and Bassett to pay mileage at the IRS rate. Motion carried unanimously.
 - f. Policy review: no action at this time.
 8. Supervisor Designations:
 - a. Appoint Planning Commission rep.: Motion by Bassett and Von Bank to appoint Johnson to the Planning Commission. Motion carried unanimously.
 - b. Appoint Road Supervisor: Motion by Johnson and Von Bank to appoint Bassett as the Ford township Road Supervisor. Motion carried unanimously.

- c. Fire Liaison: Motion by Johnson and Bassett to appoint Von Bank as the fire liaison. Motion carried unanimously.
- d. Trunk Hwy. 65: We will not be sending a rep this year.
- 9. Designate a polling place: Motion by Bassett and Von Bank to designate the south window at the Ford Town Hall as the official posting place. Motion carried unanimously.
- 10. Designate a Bank as Town Depository: Motion by Johnson and Bassett to Designate Kanabec State Bank as the official Town Depository. Motion carried unanimously.
 - a. Select Powers Granted: Motion by Johnson and Bassett to approve the powers granted as follows. Motion carried unanimously.

Agents:

- A. Doug Bassett, Chair
- B. Kim Johnson, Vice Chair
- C. Sarah Berry, Clerk
- D. Edna Cole, Treasurer
- E. Gladys Nelson, Deputy Clerk
- F. Sylvia Faylor, Deputy Treasurer

Powers Granted:

Descrip/Power		# Signatures
A, B, C, D or E, F	1)	3
D or F	2)	1
D or F	3)	1
A, B, C, D	4)	3
A, B, C, D	5)	3
A,B, C, D	6)	1

- 11. Appoint Planning Commission Members: Motion by Von Bank and Bassett to approve the following list of Planning Commission members and their terms. Motion carried unanimously.

- 1 year term—Jim Swaningson
- 2 year term—Jim Cole
- 2 year term—Kathy Von Bank
- 3 year term—Wayne Anderson
- Board Liaison—Kim Johnson

- 12. Set pay scale for Planning Commission Members: Motion by Bassett and Von Bank to pay \$40/ meeting to planning commission members. Motion carried unanimously.

- 13. Set meeting schedule for Planning Commission Members: Decision made to talk with planning commission members to confirm that 1st Tuesday will work for all.

14. Hire Town Hall/Grounds maintenance worker: Motion by Bassett and Von Bank to table the hiring of a new maintenance worker for 1 year. Motion carried unanimously.

15. Set Pay scale for Maintenance worker: Motion by Johnson and Von Bank to appoint Bassett to be the Town Hall Supervisor. Motion Carried unanimously. Bassett will contact Jim Cole, current maintenance worker, to discuss hours, etc.

16. Set pay scale for Election Judges: Motion by Bassett and Von Bank to pay election judges \$12.50/hour. Motion carried unanimously.

4. Set and Approve Agenda: M/S/C by Bassett and Von Bank to approve the agenda as amended. Motion carried unanimously.

5. Review and approval of minutes: M/S/C by Bassett and Von Bank to approve the minutes of the December Board Meeting. Motion carried unanimously. M/S/C by Bassett and Johnson to accept the minutes from the November Planning Commission Meeting. Motion carried unanimously.

6. Treasurer's report. Clerk and Treasurer presented cash control statements that balanced with each other. M/S/C by Bassett and Johnson to accept the treasurer's report. Motion carried unanimously.

7. Review and Approval of Claims for payment. M/S/C by Johnson and Von Bank to accept the claims as presented. Motion Carried unanimously. Payroll checks # 2182-2188 totaling \$632.73; Claims #6432-6439 paid by checks #2189-2194 and automatic withdrawals eft #113-114 for a total of \$3,000.49.

Loan Information

Draw on Loan 9-16-08	\$2,500.00
Draw on Loan 10-13-08	\$18,000.00
Loan Fee	\$25.00
Paid on Loan 12-11-08	\$10,025.00
Loan Balance 12-31-08	\$10,500.00

8. Citizen Comment. none

9. Old Business

a. Planning Commission: Kriz briefed the Board on the issue that Helen Linder brought to the planning commission concerning not being able to split her land based on the ordinance. At this time the Planning Commission is not ready to make any decisions on this. Kriz informed the board about some road issues that need to be taken care of. An ordinance on regulating rights of way was

distributed to the board. The board will look at this ordinance at the February meeting.

Resignation Letter: M/S/C by Bassett and Johnson to accept Ken Von Bank's resignation letter to the planning commission.

Zoning Administrator Job Description: M/S/C by Bassett and Von Bank to accept the zoning administrator Job Description. Motion carried unanimously.

- b. Road and Bridge: Bassett is in contact with Steve Kerr to work with the snowplowing as needed.
- c. Fire Contract: Isle Fire Department is expecting a drop in fire rates for 2009. They are working to get numbers to us by March, in time for township annual meetings.
- d. Newsletter items: Katie Kerr is willing to type up the newsletter. Bassett will write up something with road and bridge, also include moratorium information update, ZA introduction, new PC members, Vonbank as new Board Member, fire information, annual get together, meeting schedule, p.c. meeting schedule.
- e. Plattner Update: Johnson will contact Plattner concerning the agreement and outstanding balance.
- f. Electric: Bassett will work on the thermostats.

10. New Business.

- a. 2010 Budget: Cole will work on this for the February meeting.
- b. Trees: Some oak trees need to come down at the town hall. Bassett will work with Jim Cole, maintenance, to work on this.
- c. Zoning Administrator Update: Kriz feels that we need a notary for the township other than the clerk. A list of phone numbers, address, etc of Planning Commission and Board members would be helpful. Cole will compile this and send it to everyone.

11. Mail: Reviewed by the Board.

12. Review of upcoming meetings:

Planning Commission Meeting: February 3, 7:00 p.m.

February Board Meeting: February 10, 7:00 p.m.

13. Adjournment: Motion by Bassett and Von Bank to adjourn the meeting at 10:30. Motion carried unanimously.

Submitted by:

Sarah Berry, Clerk of Ford Township