

Minutes of the Regular Meeting(Joint Meeting) of Ford Town Board and the
Ford Town Planning Commission
January 12, 2010 at 7:00 pm at the Town Hall

1. Board Members Present: Doug Bassett, Kim Johnson, Ken Von Bank, Edna Cole and Sarah Berry.
Board Members Absent: none
Citizens present: Dale Voge, Karla Voge, Kevin Norby, Todd Linder
Planning Commission Members Present: Jim Cole, Kathy Von Bank, Jim Swaningson
2. Meeting was called to order at 7:00 by Bassett.
3. Set and Approve Agenda: M/S/C by Johnson and Von Bank to approve the agenda as changed by moving Zoning Administrator report up to #4. Motion carried unanimously.
4. Township Attorney: Variance Application Procedure—700.5 Procedure for the variance application is laid out in this section. We worked through the variance application to make sure everyone understands their role in the process.
5. Linder Land Split: Attorney explained some background on the application. From what he understands the Zoning Administrator approved the split, subject to the 33 foot easement. The letter received from Linder's attorney requests 3 conditions be granted by the township for the easement. The procedure was deviated on with this process. The deed for the split needs to be recorded within 60 days of the date on the application and the Linder Party is concerned that the date does not pass. Motion by Johnson and Von Bank to extend the time frame of recording by 30 days and change the deadline from Feb. 7th to March 9th as described in Ordinance #520.5. The applicant is willing to strike #3 from the list of conditions, and the Board agrees to #2 and the Board will look into the cost of #1. Motion is amended by Johnson and Von Bank as above. Motion carried unanimously.
6. Zoning Administrator Resignation—Motion by Bassett and Von Bank to accept Frank Kriz Zoning Administrator resignation effective February 10, 2010. Motion carried unanimously.
Acting Zoning Administrator—Motion by Bassett and Von Bank to appoint Kim Johnson to be the Interim Zoning Administrator while Kriz is out of state and after his resignation takes effect. Motion carried. Johnson abstained.
Zoning Administrator—The Job opening should be posted on the website and an ad should be run in the paper. Deadline of February 8th. There

will be a special meeting on February 16th to hold interviews and discuss budgets.

Criminal Penalties—Policy wise the County Attorney has declined setting up a contract with Ford Township for County Attorney services.

Civil Penalties—The board would need to be very specific. The fines would need to be reasonable.

Planning Commission--Motion by Kathy Von Bank to change the Public Hearing start times to 6:00 p.m. for the roads, 6:05 for Storbeck, and 6:30 for the planning Commission meeting. Motion carried unanimously.

The planning commission is recommending that the meetings be set to start at 6:00 p.m. for the coming year.

7. Citizen Comment: none
8. Planning Commission Report:
9. Review and approval of minutes: M/S/C by Johnson and Von Bank to approve the December 2009 board minutes. Motion carried unanimously. M/S/C by Von Bank and Johnson to accept Planning Commission minutes from July 7th, 2009, Public Hearing Minutes of July 14, 2009 for the Road Vacation and Right of Way Ordinance. Motion carried unanimously.
10. Treasurer's report. M/S/C by Johnson and Von Bank to approve the treasurer's report as presented. Motion carried unanimously.
11. Review and Approval of Claims for payment. M/S/C by Bassett and Von Bank to approve the claims as presented. Motion carried unanimously. Payroll checks # 2399-2405 totaling \$767.09; Claims # 6577-6586 paid by checks #2406-2413 and automatic withdrawals eft #141-141 for a total of \$2,312.80. Total January Disbursements: \$3,079.89.
12. Old Business
 - a. Road and Bridge: no new information
13. New Business.
 - a. Reorganizational Meeting: See attached minutes.
 1. Election of Officers: Motion by Von Bank and Johnson to nominate Bassett for Board Chair. Motion Carried. Bassett abstained. Motion by Bassett and Von Bank to nominate Johnson as vice chair. Motion carried. Johnson abstained.
 2. Schedule of Regular Board Meetings: Motion by Bassett and Von Bank for Regular meetings to be held on the Second Tuesday of each month. Motion carried unanimously.

3. Designate an Official Newspaper for Publication--Motion by Johnson and Von Bank to designate the Times as the official newspaper and to post in the front window of the Ford Town Hall. Motion carried unanimously.
4. Set compensation for Town Officers and Employees
Motion by Bassett and Von Bank to approve the following list of compensation for Ford Township. Motion carried unanimously.
 - a. Meetings at the Town Hall for Town Board members—75.00/meeting
 - b. Hourly Rate for Township Business—15.00/hour
 - c. Training—15.00/hour house to house plus mileage
 - d. Other Meetings—15.00/hour house to house plus mileage
 - e. Mileage Rate—IRS rate
5. Supervisor designations to fill duties
Motion by Bassett and Johnson to approve the following list of supervisor committee designations. Motion Carried unanimously.
 - a. Planning Commission Rep--Bassett
 - b. Appoint Road Supervisor--Bassett
 - c. Appoint Fire Contract Supervisor—Von Bank
 - d. Website Coordinator--Cole
 - e. Newsletter Editor—Cole
6. Designate Posting Place—This was already approved.
7. Designate a bank as town Depository
 - a. Select Powers Granted—KSB
Select Powers Granted: Motion by Bassett and Von Bank to approve the powers granted as follows and to approve Kanabec State Bank as the official depository. Motion carried unanimously.

Agents:

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| 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

- a. Appoint Planning Commission Members—Jim Swaningson Term is up. Motion by Von Bank and Bassett to appoint Swaningson to a 3-year term. Motion carried unanimously.
- b. Set Pay scale for Planning Commission members—50.00/meeting. Motion by Johnson and Bassett to approve. Motion carried unanimously.
- c. Set meeting schedule for the year for the Planning Commission--done
- d. Hire Town Hall/Grounds maintenance worker—Motion by Bassett and Von Bank to name Jim Cole as maintenance worker. Motion carried unanimously
 - a. Job Description--tabled
- e. Set Pay for maintenance worker—\$15/hour
 - a. Man and machine--\$30.00/hour man and machine. Motion by Von Bank and Bassett to approve the hourly rates. Motion carried unanimously.
- f. Set Pay Scale for Election Judge—15/hour—no mileage. Motion by Bassett and Johnson to approve the hourly rate. Motion carried unanimously.

14. Mail: Reviewed by the Board.

15. Review of upcoming meetings: Schedule of meetings was set.

16. Adjournment:

Submitted by:

Sarah Berry, Clerk of Ford Township