

**Hay Creek Township
Board Reorganization Minutes
March 23, 2020**

Board Members Present: Sue Cushing, Brad Kolberg, Nathan Jaeger (by phone), Scott Halverson, and Marilyn Schilling

Also Attending:

Pledge of Allegiance

Agenda: The agenda was reviewed.

Resolution to conduct open meetings by telephone

In light of the COVID-19 pandemic and the March 13, 2020 Minnesota Executive Order 20-01, a resolution was brought forward to conduct township meetings through teleconferencing so long as a health pandemic exists or an emergency is declared under Minn. Stat. Ch. 12.

ACTION: A motion was made by Sue Cushing, seconded by Nate Jaeger to accept the resolution as present.

Roll Call Vote: Scott Halverson-Yes, Sue Cushing-Yes, Nate Jaeger-Yes

The resolution is accepted by unanimous vote. The April 8, 2020 will plan to be held by teleconference. Marilyn will work through details for the meeting.

Reorganization of Town Board

The oath of office was administered by Marilyn Schilling for Sue Cushing as supervisor and Marilyn Schilling as clerk. The oaths for both were witnessed by Scott Halverson and Brad Kolberg.

Election of officers

Nomination was made by Nate Jaeger to appoint Sue Cushing as chair.

Nomination was made by Scott Halverson to appoint Nate Jaeger as vice-chair.

A motion was made by Sue Cushing, seconded by Scott Halverson and unanimously carried to elect Sue Cushing as chair and Nate Jaeger as vice-chair for the Hay Creek Town board for the 2020 year.

Official Newspaper

A motion was made by Sue Cushing, seconded by Scott Halverson and unanimously carried to designate the Republican Eagle as the Hay Creek Township official newspaper for legal publications.

Official Posting Place

A motion was made by Scott Halverson, seconded by Nate Jaeger and unanimously carried to designate the designate the town hall bulletin board as the official location for posted notices. Other locations that will be used are Dressen's Campground and the clerk's office.

Official Bank

A motion was made by Scott Halverson, seconded by Sue Cushing and unanimously carried to set Merchant's Bank as the official bank for Hay Creek Township funds.

Meeting Schedule

Marilyn Schilling provided a proposed schedule for the monthly meetings, to be held the second Wednesday, with some exceptions, beginning at 7:00 p.m. at the town hall.

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Action: A motion was made Nate Jaeger, seconded by Scott Halverson and unanimously approved to set the monthly meeting dates as follows:

- April 08, 2020
- May 13, 2020
- June 10, 2020
- July 08, 2020
- August 10, 2020 (Monday)
- September 09, 2020
- October 14, 2020
- November 11, 2020
- December 14, 2020 (Monday)
- January 13, 2021
- February 10, 2021
- March 01, 2021 (Monday)
- March 09, 2021 – Township Elections and Annual Town Meeting

Annual Salaries

Marilyn Schilling provided the list of current salaries and per diems for the township. She suggested that the supervisors consider an increase in salaries and meeting reimbursements for the board members. The last increase was prior to 2009. The supervisors discussed the options and made the following decision.

A motion was made by Scott Halverson, seconded by Sue Cushing and unanimously carried to set the 2020 salaries and meeting reimbursements as follows:

	2019	2020
Chairman	1800.00	1980.00
Supervisor 1	1200.00	1320.00
Supervisor 2	1200.00	1320.00
Clerk	2700.00	2970.00
Treasurer	1800.00	1980.00
Election Judge	15.00	15.00
Head Election Judge	17.00	17.00
Half Day Meeting Reimbursement	65.00	75.00
Full-day meeting Reimbursement	130.00	150.00
Planning Commission Meeting	30.00	30.00
Site Review	18.00	20.00

2020 Mileage: \$.575/mile

Upcoming Meetings

- April 8, 2020 – Board Meeting
- April 22, 2020 – Board of Appeals

Adjournment: The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Marilyn Schilling
Hay Creek Township Clerk