

Albany Township–Monthly Meeting–February 27, 2012

The regular monthly township meeting was called to order by Chair Tim Nierenhausen on February 27, 2012, 7:35 P.M. At the Albany City Council Chambers. Supervisors Tim Nierenhausen, Dean Berckes and Mary Rosen were present. Also present, Diane Noll, Clerk .

**The pledge** of allegiance was recited.

**2. The agenda;** A motion to accept the agenda was made by Supervisor Berckes , seconded by Supervisor Rosen, motion carried.

**3. The Minutes** of the January 23, 2012 were reviewed. Supervisor Rosen, moved to approve the minutes as reviewed, seconded by Supervisor Berckes, motion carried. .

**4. Treasurer's Report** The Treasurer's report was reviewed; total investments as of today are \$301,064.02 with a checkbook balance of \$152,424.01 This month deposits were \$4,916.82, claims were \$4,445.67 and payroll is \$1,061.25. The CD (#2) with a balance of \$54,430.08 will mature on March 5, 2012. There is not enough collateral at the Credit Union and we need to move to a different financial facility. A motion to transfer this fund to Stearns Bank for a six month CD, was made by Supervisor Rosen, seconded by Supervisor Berckes, motion carried.

A motion to approve the treasurer's report was made by Supervisor Berckes, seconded by Supervisor Rosen, motion carried.

**5. Approve Claims 7901 to 7913 plus electronic transfer of 02121**

A motion to approve claims 7901 to 7913 plus electronic transfer of 02121 was made by Supervisor Berckes, seconded by Supervisor Rosen, motion carried.

**6. Guests–Molly Thomspson, Schlenner, Wenner & Company**

**a. 2011 Audit**

Ms. Thompson was in attendance to summarize the 2011 Audit done by Schlenner, Wenner & Company. Because Albany Township has a combined Clerk/Treasurer we are mandated to have a yearly outside audit. There were no issues found during the audit. All requested documents were received and approved by the auditors. They request we continue to work on developing policy and procedures for the township. There were some accounts that could be reclassified, this information was given to the clerk. A motion to approve the 2011 Audit done Schlenner, Wenner & Company was made by Supervisor Berckes, seconded by Supervisor Rosen, motion carried.

**7. Road Reports Supervisor Nierenhausen**

Because of the lack of moisture this winter our roads are dry, requiring us to do more grading.

360 street looks like we will continue to have problems, with the new gravel this summer we are anticipating it will repair the problem.

**8. Planning Commission–Supervisor Rosen**

–Tim and Mary Saurer, (34835 County Road 10) were in attendance at the February Planning Commission meeting to discuss the proposed Implement Dealership planned to be built east of their residence on county Road 10 by John Peternell. Because this property is zoned commercial, all permits will need to be issued by the County. They were advised to talk to Environmental Services or their County Commissioner.

–Jen Roering position will terminate this year and will need to be re-appointed.

–The Planning Commission recommends we appoint a Zoning administrator to reduce the responsibilities of the Township Board and to be in Compliance with our Zoning Ordinance.

At this time Supervisor Nierenhausen feels it is not a burden to him. He will continue with issuing the permits.

–The Commission is continuing to discuss Chapter 6.

**9. Old Business**

**a Contractor Quotes/fees**

The Board has decided to contract with Kotzer Excavating for our Road work. Kotzer's prices were reviewed and a contract will be drawn up with his amounts. He will need to supply us with the needed insurance information. A motion to have a one year contract issued with Kotzer Excavating to do our miscellaneous road work was made by Supervisor Berckes, seconded by Supervisor Nierenhausen, motion carried.

Jim Roering has shown interest in cutting our right-of-ways. Supervisor Rosen will contact him about the type and size of his swatter and his insurance.

**b Re-open gravel pit on 330th Street**

A motion to table discussion was made by Supervisor Berckes, seconded by Supervisor Rosen, motion carried

**10 .New Business**

**a. Approval of GASB**

Governmental Accounting Standards Board no 54 (GASB) was explained by Molly Thompson. In order to be in compliance with Government Standards we need to adopt the following Resolutions and Policies.

Resolution 2012-2 Committing Specific Revenue Sources in Special Revenue Funds

Resolution No 2012-3 A Resolution Committing General Fund Balance for Albany Township

Policy-Fund Balanced Classifications

Policy-General Fund Balance

A motion to accept Resolution 2012-2 Committing Specific Revenue Sources in Special Revenue Funds retro-effective to December 31, 2011 was made by Supervisor Rosen, Seconded by Supervisor Berckes, motion carried.

A motion to accept Resolution No 2012-3 A Resolution Committing General Fund Balance for Albany Township retro-effective to December 31, 2011, was made by Supervisor Berckes, Seconded by Supervisor Rosen, motion carried.

A motion to accept the Policy on Fund Balanced Classifications was made by Supervisor Rosen, Seconded by Supervisor Berckes, motion carried.

A motion to accept the Policy on General Fund Balance was made by Supervisor Berckes, Seconded by Supervisor Rosen, motion carried.

**b. Election Judges**

Election Judges for the March 13 Annual Election will be Judy Fischer, Head Judge, Diann Laing, Mary Ann Groetsch and Jill Sabrowsky, with Liz Berckes as a substitute if needed. A motion to approve the Election Judges for the Annual Township Election was made by Supervisor Berckes, seconded by Supervisor Rosen, motion carried.

**11. Officer Reports**

Supervisor Nierenhausen

The Albany Fire Department approved their 2013 budget. They are anticipating a three year contract with Albany Township for services. They applied for a FEMA grant to purchase additional Fire trucks and were denied the grant. They did however receive \$60,000 to purchase additional radios and smaller equipment. They will be entering into a five year agreement with the Chain of Lakes Fire Department for mutual aid. In the past when residents call 911, the rescue squad/fire department respond and services were declined, no charge was made. Residents will now be charged for the call.

Clerk Noll

The Public Accuracy Testing will take place on March 5 at 4:30 P.M. at Albany City Hall

Score Grant-We have received information from the County Environmental Services for our Score Grant Request.

Kloss Heights-information was received today on the new addresses.

Dale Streit- Mr Streit is requesting reimbursement on a deposit he made. In 2007 Mr. Streit requested permission for a road/cartway to be built to his land locked property. There was to be a bond posted for work done by the township. In researching the deposits, minutes, and documentation, no deposit was ever made. .

**12. Upcoming events**

- February 28–Freeport Fire Dept Meeting
- February 29–Township Day at the Capital
- March 13–Township Election
- March 26– Short Course, St. Cloud
- March 26– 6.00 Organizational Meeting  
7.30 Monthly Meeting
- April 9– 7 P.M. Board of Equalization

**13. Public Open Forum**

**14. Adjournment**

A motion to recess this meeting to March 26 at 6 P.M. for our Organizational meeting was made by Supervisor Berckes, seconded by Supervisor Rosen, motion carried.

Meeting was recessed at 9.00 P.M.

Respectfully submitted,

*Diane E Noll*

Diane Noll, Township Clerk

Approved minutes signed. *Tim Nierenhausen* 02/27/12  
Township Chair Date