

**Franconia Township, Minnesota**  
**Town Board of Supervisors Meeting – January 9, 2024**  
**Franconia Town Hall, 25156 St. Croix Trail N, Shafer, MN 55074**

**Town Board Members Present**

Owen Kuhnly – Chair  
Sonny Sparby – Vice Chair  
Doug Wallis – Supervisor  
Jake Guzik – Engineer  
Lee Cartier – Maintenance  
Karen Anderson – Treasurer  
Chuck Fitzer – Clerk

**Residents Present**

Derek Anklan. CCSO  
Ron Istvanovich, CCSO

**Call to Order**

Chairman Owen Kuhnly called the monthly Franconia Township board meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

**Approve Agenda**

The agenda was reviewed. Doug Wallis made a motion to approve the agenda as presented, seconded by Sonny Sparby. Motion carried.

**Approval of Previous Minutes**

Minutes from the December 9, 2023, Franconia Township Board of Supervisors monthly meeting were reviewed. Doug Wallis made a motion to approve the minutes as presented, seconded by Owen Kuhnly. Motion carried.

Minutes from the December 26, 2023, Franconia Township Board of Supervisors special meeting were reviewed. Sonny Sparby made a motion to approve the minutes as presented, seconded by Owen Kuhnly. Motion carried.

**New Business**

Sheriff's Office – Township Ordinances – The vehicle noise ordinance was discussed, specifically engine braking ("Jake braking") on State Highway 243. Commercial Vehicle Inspectors (CVI) will put up a sign on SH 243 regarding this if a letter on Chisago County Sheriff's Office (CCSO) letterhead is submitted to the East Central Commercial Vehicle Task Force (ECCVTF) that requests that CCVTF put the sign up and that CCSO will enforce the rules, since ECCVTF will not send people up to enforce the rules. Note that the sign will not cost Franconia Township anything.

The ordinance regarding truck weight limits was discussed. With Franconia Township's approval, CCSO will send a letter from CCSO and Franconia Township to Cemstone, the gravel pit owners and others regarding the enforcement of the existing rules.

The weight limit and thru traffic ordinance was discussed. One of the CCSO representatives said the thru traffic piece of the ordinance was unenforceable as written, and said we should draft an ordinance that adopts the state statute definitions and any future changes in the state statute.

One of the CCSO representatives said they will send the letter to ECCVTF requesting the signs discussed above and will send letters to at least Cemstone and the gravel pit regarding enforcement of the weight limit and thru traffic ordinance. Sonny Sparby will be the contact for the CCSO regarding these issues.

The township will have township attorneys Couri and Ruppe contact the county attorney's office regarding the updating of the weight limit and thru traffic ordinance.

### **Engineering Report - Jake Guzik**

Updates and Reports – Jake Guzik reported that, by the next regular board meeting, he will have a draft of the site plan for the future town hall. Jake Guzik also reported that he will be going out for quotes to get Quiet Valley Road double chip sealed in the spring and hopes to have that ready by the next regular board meeting. For paving 285<sup>th</sup> between State Highway 95 and Snowgoose, Jake Guzik said that the cost will be over \$175,000, so it needs to be put in the paper. Jake Guzik will take care of putting it in the paper. He said that we should get one bid for the section from SH 95 to Snowgoose and another bid that gets the paved road all the way from SH 95 to Dayspring.

Ten Year Road Plan – Jake Guzik said the ten year road plan was not ready. He wants to discuss it with Lee Cartier and will have it ready by the next regular board meeting.

Ogren Trail Alternatives – If there is development along Ogren Trail, the developer will have to work out a road agreement with the township. Jake Guzik said a developer coming in there will likely be responsible for upgrading the roadway.

### **Maintenance Report – Lee Cartier**

Maintenance Report – Lee Cartier reported that he had been cutting trees and brush with Jim, mowing, working on the broom, and sanding. Owen Kuhnly said we should put a chloriding discussion on the agenda for the next regular board meeting.

Update on Upgrade for Shop Computer – Lee Cartier said he should have the new computer ready to go from Bitworks by next week.

### **Clerk Updates – Chuck Fitzer**

Permits – Chuck Fitzer was directed to forward the list of Franconia Township permits he receives every month from the county to the board.

Fire Number for Driveway Entrance – Once a fire number has been established, Chuck Fitzer will pass it along to Lee and he will order the fire number signs.

Election – Chuck Fitzer will contact the potential election judges about the March 5 (Presidential Nominating Primary) and March 12 (Township) elections once he gets the training information from the county for the March 5 election. Owen Kuhnly made a motion to approve Resolution No. 2024-01-09-02, Resolution Appointing Election Judges, as the same rate as we paid the election judges last year, seconded by Doug Wallis. Motion carried.

Website – Chuck Fitzer will set up a meeting with Lynn Koalska and Owen Kuhnly to discuss updating the website. Karen Anderson was also invited to attend the meeting if she would like to. Lee Cartier asked

if we could take a look at the maintenance section on the website and update it since there is some old information there.

Administrative Policy – The new administrative policy was discussed. Doug made a motion to adopt Resolution No. 2024-01-09-03, Resolution Establishing an Administrative Policy, seconded by Owen Kuhnly. Motion carried.

**Treasurer Updates – Karen Anderson**

Reports and Claims - Karen Anderson reported that the checking account is balanced. Karen Anderson presented for approval to the board claims #2126 through #2156 for a total of \$182,549.97 and payroll checks #13981 through #13987 for a total of \$8,329.67. Karen Anderson went through the Treasurer's Report. Sonny Sparby made a motion to approve all claims and payroll checks as presented and to approve this month's Treasurer's Report as presented, seconded by Doug Wallis. Motion carried.

Earned Safe and Sick Time (ESST) – The ESST policy was discussed. Doug Wallis made a motion to approve Resolution No. 2024-01-09-01, Resolution Adopting a Township Sick and Safe Time Policy, seconded by Sonny Sparby. Motion carried.

Matit Workers Comp Survey (due 2/15/2024) – Karen Anderson said that she would complete the survey and send it to the county by the deadline. Karen Anderson also said she will send the PERA report to the state once she has all of the necessary information.

Outstanding Indebtedness Report (due 2/1/2024) – Karen Anderson said she would submit the report by the deadline.

Karen Anderson said the annual audit meeting is the first Saturday in March. Karen Anderson also said we will need to move the monthly meeting to ten days or more after the March 12 township election because the person who wins the board member election needs to be sworn in ten days or more after the date of the township election.

**Old Business**

None.

**Upcoming Meetings and Events**

Franconia Township Board Meeting – February 13, 2024 - 7:00 pm

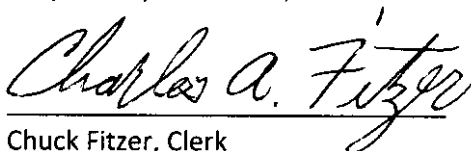
CCATO – January 31, 2024 – 7:00pm – Amador Township

**Adjournment**

A motion to adjourn the December regular Board Meeting was made by Sonny Sparby and seconded by Doug Wallis. Motion carried.

Meeting adjourned 8:34 p.m.

Respectfully Submitted,

  
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Chuck Fitzer, Clerk

  
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Owen Kuhnly, Chairman