

**Franconia Township, Minnesota**  
**Town Board of Supervisors Meeting – February 13, 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**

Travis Greene, Chief, CCFD  
Frank Novak  
Mark Wolcott

**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. Two items added to the proposed agenda: a report from the Center City Fire Department and a discussion of Frank Novak's property. Sonny Sparby made a motion to approve the agenda as amended, seconded by Doug Wallis. Motion carried.

**Approval of Previous Minutes**

Minutes from the January 9, 2024, 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.

**New Business**

Center City Fire Department (CCFD) – Chief Travis Greene gave the 2023 CCFD report. Mark Wolcott distribute a report about CCFD funding and went through it. CCFD proposed and increase to the fire funding for 2024 and 2025. Owen Kuhnly said the Board would discuss the potential increase.

Frank Novak Property – Property is ten acres at Franconia Trail and Rydeen. The county has all of the paperwork they need from Franconia Township. Building the house is being held up by the county because of a platting issue.

**Engineering Report - Jake Guzik**

285th Street Improvements – Jake Guzik presented an engineer's estimate from Bolton and Menk for the 285<sup>th</sup> Street improvement from Snowgoose Trail to Highway 95. In addition, he presented an engineer's estimate from Bolton and Menk for Alternate 1 of the 285<sup>th</sup> Street improvement, which includes the stretch of 285th from Snowgoose Trail to Scenic Way. Sonny Sparby made a motion to

approve the plans and specifications, and authorize the advertisement for bids, for the 285<sup>th</sup> Street improvement Project, seconded by Doug Wallis. Motion carried.

Quiet Valley Double Chip Seal – Jake Guzik presented quotes for the Quiet Valley Double Chip Seal project. Sonny Sparby asked if there will be a warranty on this project and Jake Guzik said yes. Doug Wallis made a motion to accept the quote from the low bidder, Astech Corp, for \$49,690, seconded by Sonny Sparby. Motion carried.

Future Town Hall Layout Update – The site plan was discussed.

243/TH 95/260th Roundabout Update – Jake Guzik responded to the email from the state noting that the \$600,000 funding request would be a large burden on the township. This will be an ongoing discussion with the state.

Other Updates and Reports – Karen Anderson received a request asking why there was interest on an assessment. In the September 2021 minutes, it was noted that, if the assessment was not paid up front, interested would be added as it was paid over time, and the residents had been informed of this through multiple notices. Owen Kuhnly said if the residents wanted to pay off the remaining balance now to avoid interest on the remainder of the assessment, they needed to discuss it with the county.

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

Maintenance report – Jim was on a lot this month. Lee Cartier said they took down trees, and burned brush. The broom is almost ready to go for spring. Lee Cartier said he upgraded the shop bathroom for the benefit of the election judges.

NWI Tree Service Quote – Lee Cartier presented a quote from NWI to do some tree clearing work along a Franconia Township roadway. After discussion, Doug Wallis made a motion to approve a bid from NWI for \$5,425 to complete the tree work, seconded by Sonny Sparby. Motion carried.

Culvert Replacement – Lee Cartier said that he had a number of culverts that need to be replaced. He said he would get an estimate on one of the high priority culverts and get it to Sonny. Doug Wallis made a motion to approve the expenditure of up to \$7,000 for one culvert replacement, location currently unknown, upon approval by Sonny Sparby. Motion was seconded by Sonny Sparby. Motion carried.

Culvert Letters – Chuck Fitzer was directed to let Owen know the dates we gave to Eddie Peterson and Roger and Debra Van Tassel to replace their culverts and report the date to Owen.

Salt and Chloriding – Lee Cartier said that because of how this winter went, we won't need to order as much salt for next year. Chloriding was discussed, and Lee Cartier said he would get a price per mile from a provider for chloriding.

#### **Clerk Updates – Chuck Fitzer**

Permits - none

Change in Date for March 2024 Town Meeting – Due to the March 12 township election, Sonny Sparby made a motion to change the date and time of the March board meeting to March 26, 2024 at 7:00pm, seconded by Doug Wallis. Motion carried.

Election – Chuck Fitzer reported that he went to a pre-election meeting for the township clerks. Doug Wallis agreed to help Chuck Fitzer and Cathy Rochel set up for the election on the evening of March 4, 2024.

Website – Doug Wallis asked about emails he’s gotten from people looking to set up a new website for the township. Chuck Fitzer replied that emails like that are ads that the board members can ignore.

Set Time for Chuck Fitzer’s Review – Doug Wallis made a motion to hold the employee review for Town Clerk Chuck Fitzer at a closed meeting on March 26, 2024 at 6:30 p.m. at the Franconia Town Hall, seconded by Sonny Sparby. Motion carried. Chuck Fitzer said he would post the meeting notification at the town hall.

Lee Cartier’s Review – At the March board meeting, the board will set a date and time for Maintenance Supervisor Lee Cartier’s annual review.

#### **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 #2157 through #2178 for a total of \$13,443.69 and payroll checks #13988 through #13989 and #13998 through #13999 for a total of \$6,763.87. Karen Anderson went through the Treasurer’s Report. Doug Wallis 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 Sonny Sparby. Motion carried.

Karen Anderson reported that the township is balanced out for 2023.

#### **Old Business**

Township Ordinances Update: “Request for Sign” Letter, Thru Traffic and Weight Ordinance Letter, Couri and Ruppe Communication with County Attorney’s Office re: Thru Traffic and Weight Ordinance – Owen Kuhnly is working to get Couri and Ruppe and the county together to discuss the ordinances. He also said we may have to get new signs with weight limits to put next to the “No Thru Trucks” signs.

A discussion was held about improving the lighting in the town hall. Lee Cartier said he would install an LED lighting strip in the ceiling prior to the March 5 Presidential Nominating Primary.

Chuck Fitzer and Owen Kuhnly will bring the refreshments for the February 28 CCATO meeting.

#### **Upcoming Meetings and Events**

Website Meeting – February 22, 2024 – 2:00pm – Franconia Town Hall

CCATO – February 28, 2024 – 7:00pm – Franconia Township

Presidential Nominating Primary – March 5, 2024 – 7:00am to 8:00pm – Franconia Town Hall

Public Testing of Election Equipment – March 7, 2024 – 9:00am – Chisago County Offices

Franconia Township Election – March 12, 2024 – 10:00am – 8:00pm – Franconia Town Hall

Franconia Town Meeting – March 12, 2024 – 8:30pm – Franconia Town Hall

Franconia Township Canvassing Board Meeting – March 12, 2024 – after Franconia Town Meeting – Franconia Town Hall  
Franconia Township Board Meeting – March 26, 2024 - 7:00pm  
CCATO – March 27, 2024 – 7:00pm – Rushseba Township  
Board of Appeal and Equalization Meeting – April 25, 2024 – 1:30pm – Franconia Town Hall

**Adjournment**

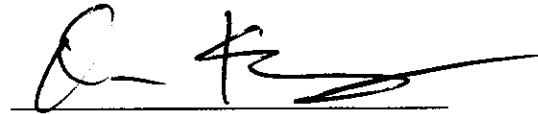
A motion to adjourn the February regular Board Meeting was made by Sonny Sparby and seconded by Doug Wallis. Motion carried.

Meeting adjourned 8:23 p.m.

Respectfully Submitted,



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Chuck Fitzer, Clerk



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Owen Kuhnly, Chairman