

Franconia Township, Minnesota  
Town Board of Supervisors Meeting – February 4, 2025  
Franconia Town Hall, 25156 St. Croix Trail N, Shafer, MN 55074

**MINUTES**

**Town Board Members Present**

Owen Kuhnly – Chair (Absent)  
Sonny Sparby – Vice Chair  
Doug Wallis – Supervisor  
Cristina Mlejnek – Engineer  
Lee Cartier – Maintenance  
Karen Anderson – Treasurer  
Chuck Fitzer – Clerk

**Residents Present**

Ron Elfstrom (Shafer/Franconia Fire Department)  
Beth Novack  
Ed Rubicki (Shafer/Franconia Fire Chief)

**Call to Order**

Vice Chair Sonny Sparby 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, seconded by Sonny Sparby. Motion carried.

**Approval of Previous Minutes**

Minutes from the January 7, 2025, Franconia Township Board of Supervisors monthly meeting were reviewed. Doug Wallis made a motion to approve the minutes as amended, seconded by Sonny Sparby. Motion carried.

**New Business**

Cannabis Designation Resolution – Sonny Sparby made a motion to approve the cannabis designation resolution, seconded by Doug Wallis. Motion carried.

Property Access by Fire Department Vehicles – Shafer/Franconia Fire Chief Ed Kubicki brought up the issue that there is not adequate space to get tanker trucks in and out of certain properties on Redwing Avenue due width of driveways and the low height of trees overhanging the driveways into the properties. The properties flagged so far are house numbers 26276, 26366, 26380. And 27496. Ron requested that the township let the fire department know if they find others. Sonny Sparby said he would talk to Sheriff Brandon Thyen about sending a letter to the property owners of currently identified and any newly identified properties letting them know that their driveways need to be 20 feet side and trees can hang no lower than 14 feet above the driveway. The letters would also let the property owners know that homeowners' insurance companies could make this an issue.

Hometown Internet – Beth Novack asked if Hometown Internet service was yet available and the board let her know that the phone number used to contact Hometown Internet was on the front page of the township website.

#### **Engineering Report - Cristina Mlejnek**

260<sup>th</sup> Street – Cristina Mlejnek stated that we can have the state do a speed study at the state's expense on 260<sup>th</sup> if we would like to have it done.

Hwy 95 and 260<sup>th</sup> Roundabout – Cristina Mlejnek reported that the MNDOT representative told her the township's hardship request has been approved and we will not have to pay for our portion of the roundabout at Highway 243 and 260<sup>th</sup> Street.

240<sup>th</sup> Street – Cristina Mlejnek reported that a revised cost estimate for the 240<sup>th</sup> Street project will come in after February 19, 2025.

New Town Hall site – Sonny Sparby signed the site's wetland permit and Cristina Mlejnek will send a copy of the signature page to Clerk Chuck Fitzer. Bolton and Menk will have the plat for the town hall ready for the signatures of Board Chairman Owen Kuhnly and Clerk Chuck Fitzer to sign in the near future. Karen Anderson was asked to bring her notary stamp to notarize the signatures, as Clerk Chuck Fitzer is not allowed to notarize his own signature. Once the plat is approved, the land can be marked and the township can have the land valued in anticipation of selling the excess acreage (approximately 17 acres) in the near future.

Quarry Road, 259<sup>th</sup> and Oakman – these topics will be discussed on the 2025 road tour.

Quinlan Avenue – the board discussed alternatives for addressing the Quinlan Avenue issue, including reclamation, paving, and double chip seal, but made no determination or suggestions as to which any of these alternatives may occur.

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

Maintenance Report – Lee Cartier reported that he and Jim have tree cutting, brushing, cleaning up ditches, plowing and sanding.

Tree Service on Franconia Trail – Lee Cartier presented two bids for mulching of brush and trees on the portion of Franconia Trail that goes down into the old Franconia town site and the removal of large trees and downed debris in the area. Doug Wallis made a motion to accept the bid from Wild River Tree Service LLC for \$4,400.00, seconded by Sonny Sparby. Motion carried.

#### **Clerk Updates – Chuck Fitzer**

Permits – Chuck Fitzer sent the monthly building permit report to the town board members after he received it.

March Town Board Election – Chuck Fitzer stated that all necessary postings had been made or will be made for the upcoming town board election. Doug Wallis made a motion to accept the Resolution Appointing Election Judges, Resolution No. 2025-02-04-01, seconded by Sonny Sparby. Motion carried.

Swearing In – Chuck Fitzer confirmed that the board member elected on March 11, 2025 cannot be sworn in less than ten days after the election. If the person elected as board member wishes to do so, Chuck Fitzer will meet him or her at the town hall to swear them in sometime between March 22, 2025

and March 31, 2025. Otherwise, the person elected as board member can be sworn in at the regular town board meeting on April 1, 2025.

**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 #2422 and #2444 through #2457 for a total of \$10,707.14 and payroll checks #14285 through #14288 for a total of \$6,252.07. 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.

Pay Equity Implementation Report – Karen Anderson completed the annual Pay Equity Implementation Report and will submit it upon approval by the board. Clerk Chuck Fitzer was directed to post an official notice at the town hall informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request.

**Old Business**

None.

**Upcoming Meetings and Events**

CCATO Meeting – February 26, 2025 – 7:00pm – Franconia Town Hall

Budget and Audit Meeting – March 1 – 9:00am – Franconia Town Hall

Franconia Township Board Meeting – March 4, 2025 – 7:00pm

Township Election Day – March 11, 2025 – Franconia Town Hall

Local Board of Appeal & Equalization Meeting – Wednesday, April 16 – 1:30pm – Franconia Town Hall

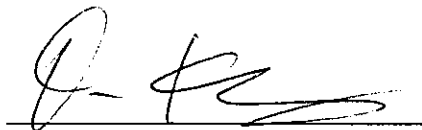
Sonny Sparby made a motion to adjourn, seconded by Doug Wallis. Motion carried.

Meeting adjourned 8:01 p.m.

Respectfully Submitted March 4, 2025,



Chuck Fitzer, Clerk



Owen Kuhnly, Chairman