

Ravenna Township, Dakota County

1. Supervisor Mike Waxon called the February 11, 2016 regular board meeting to order at 7:30 p.m. with the Pledge of Allegiance. Carl Reuter, Brian Riches and clerk/treasurer Caroline Spurgeon were present.
2. Carl moved to approve the agenda as printed. Brian seconded; motion passed unanimously.
3. Carl moved to approve the regular board meeting minutes of 01/14/2016 as printed. Brian seconded; motion passed unanimously.
4. Carl moved to approve the printed Financial Cash Control Statement ending January 31, 2016 as presented. Brian seconded; motion passed unanimously.
5. Road maintenance was discussed. A work was given to Tom Groh of Minnesota Sodding Company. Mixed reviews on the amount of sand/gravel being placed on roads. Upon consensus, continue as he has been to err on the side of safety. Board also asked Tom to provide a list of areas to be brush cut at the next board meeting.
6. Call in from the agenda sign-in sheet: none
7. Carl moved to approve building permits 2016-00001 to 2016-00008. Brian seconded; motion passed unanimously.
8. Inspector, Inc. sent a letter to Nick Sundby – 17150 Ravenna Trail – for siding without a permit. The resident has until February 5th to complete building permit application.
9. Carl moved to approve payroll #6828 and claims #1601, 6829 to 6839. Brian seconded; motion passed unanimously.
10. Comments from the floor: none.
11. No old business.
12. Mike called for a short recess at 7:39 p.m. to sign checks and miscellaneous documents. Mike called the meeting back to order at 7:43 p.m.
13. Carl moved to appoint Brenda Johnson as head election judge and Marjorie Banitt, Rosemarie Bily, Joan Frost, Jane Kuchera, Helen Lucken and Junie Mundt as election judges for the March 8, 2016 Township Election. Mike seconded; motion passed unanimously. It was also decided that the Board of Canvass will be on Thursday, March 10th at 7:00 p.m. to certify the election results.
14. A Records Destruction Report was in the boards packets prior to the meeting for their review. Carl moved to approve the report and destroy the documents. Mike seconded; motion passed unanimously.
15. New bank signature cards and resolution were signed by Carl, Mike and Caroline. The new cards remove Mark Lodermeier as a signer on the checking, savings and cd. The third supervisor will be added after the township election.
16. The Board met as the Board of Audit and reviewed scheduled 1 and the audit draft from CliftonLarsonAllen. CliftonLarsonAllen performed their audit January 18, 2016 and there were 2 audit findings. Carl moved to approve the draft audit. Mike seconded; motion passed unanimously. The management representation letter was signed. The board went over the 2015 financial records, performed tests of transactions in both receipts and disbursements and compared them with the Township's records and they matched. Carl moved to accept the 2015 Financial Records book as presented. Mike seconded; motion passed unanimously. Mike and Caroline signed the cover page of the book.
17. The 2017 Budget was discussed. The board received copies in their packets prior to the meeting. Caroline noted that she increased the financial aid given due to recent history. After review, it was decided to add \$30,000 to Road and Bridge for the wash out area on Ravenna Trail.
18. Caroline reviewed the communications in & out. Dakota County is offering disaster training on March 2, 2016. Caroline and Carl will be attending. Mike and Brian to advise Caroline.
19. MRCCA is having a meeting March 4th to provide an update and allow for comments.
20. Dakota County Association of Township Officers Spring meeting will be held at 9:00 a.m. on March 19, 2016 at the Empire Public Works building. The comprehensive plan will be discussed. Caroline to post notice.
21. Comments from the floor: Richard Michalski asked for clarification as to the location of the washout. Carl advised that it was on the property line of Wohlers and Jones near the intersection of Ravenna Trail and Red Wing Blvd.

22. Carl noted that he received a phone call from Dave Myers about suspicious activity at 17483 200th Street. Carl advised him that photos are needed to do any follow up.
23. Mike adjourned the meeting at 8:51 p.m.

Respectfully submitted,

Caroline Spurgeon
Ravenna Township Clerk/Treasurer