

CALL TO ORDER: Supervisor Julian called the regular meeting of the Kasson Township Board to order at 7:00 pm, with the Pledge of Allegiance.

ROLL CALL: Members Present: Greg Julian – Supervisor, Dana Boomer - Clerk, Julia Carter – Treasurer, Roger Noonan – Trustee, Tad Carter - Trustee
Member(s) Absent: None
Staff Present: None

AMENDMENTS TO AGENDA – The board briefly discussed the agenda. **J. Carter moved to approve the agenda as presented. Noonan seconded. All in favor, motion carried.**

PUBLIC COMMENT: None

MINUTES – The board discussed the minutes from the regular meeting on July 10, 2024. **Noonan moved, T. Carter seconded to approve the July 10, 2024 regular meeting minutes as presented. All in favor, motion carried.**

PERTINENT COMMUNICATIONS: Julian received the PILT agreement from the county, for just under \$1,000.

PRESENTATION: None

FINANCIAL REPORTS:

- a) **TREASURER’S REPORT:** J. Carter had previously submitted the treasurer’s report to the board. Receipts total \$511,231.49. Disbursements \$329,072.50. Balance \$1,160,488.49.
- b) **BUDGET REPORT:** Boomer presented a budget report for July. The board briefly discussed.
- c) **BILL APPROVAL** – Boomer presented the updated check detail. The board briefly discussed. **Noonan moved to pay the bills as presented; seconded by J. Carter. All in favor, motion carried.**

UNFINISHED BUSINESS:

- a. **Cemeteries** – No update. The township received a thank you note from Kim Kelderhouse from the Historical Society for the township support of the cemetery cleanup workshop held earlier in the year.
- b. **Sidewalk & Parking Ordinances** – Julian received a bid from Complete Outdoor for cleaning sidewalks, completing trimming at the park, removing graffiti from the park, and using the vegetative debris from the sidewalks to fill in holes at the cemetery in the amount of \$1,500. **J. Carter moved, Noonan seconded to approve the quote from Complete Outdoor in the amount of \$1,500. All in favor, motion carried.**

Julian has received two bids for the sidewalk work in Maple City. The first bid was from Jensen in the amount of \$25,771.50 and the second bid from Novak was \$50,334. There is also a bid for \$1,200 for project management from Gosling Czubak. Both contractors have stated they can finish the project by the end of the year. Julian and T. Carter have been working on this project and talking with Gosling Czubak and the contractors and recommend that the township contract with Jensen for the project. **Noonan moved to approve the contract with Jensen in the amount of \$25,771.50 for Maple City sidewalk repairs and \$1,200 to Gosling Czubak for project management, T. Carter seconded. All in favor, motion carried.**

Noonan moved to use ARPA funds for the sidewalk work, J. Carter seconded. All in favor, motion carried.

Julian and J. Carter have been starting preliminary research into planters or other landscaping for the downtown area.

- c. **Olivia Drive Waterpoint** – Boomer has continued to work with Tom Grier on this project. After receiving additional information from Lanham Construction after the last meeting, it was determined that the township has been paying for electrical, snow plowing, and previous maintenance work at the water point since late 2015. Grier recommends that the township reach out to the developer and offer to pay for the current maintenance needs if the developer gives permission to do so on his property, and to open communications regarding a longer-term solution to this issue. Boomer drafted a letter to the developer, which was reviewed by Grier and distributed to the board for review. **Noonan moved to send the letter to the developer and authorize the February 13, 2024 bid for maintenance work from Lanham Construction and 2M Services for \$1,325.50 if the developer gives approval, T. Carter seconded. All in favor, motion carried.**
- d. **Road Projects 2025/2026** – Julian has been working with Craig Brown, and they are working on a priority list to hopefully present to the board in September. The board had consensus that there are a number of roads that need to be worked on, and they would like additional communication from the Road Commission.
- e. **Fire Station Design RFP** – The draft contract was reviewed by Grier, and recommended changes were integrated by Environment Architects. The board discussed the forward movement on this topic. Julian asked about adding community members to the design committee, and the board discussed. Julian has several community members who might be interested in participating on the design committee. T. Carter thinks it will be important to have community members participating, especially when the township moves into the phase of community outreach and funding selection. Boomer would like to have these potentially interested members attend the meetings. The board discussed having a more open meeting format for the special fire station design meetings to allow additional community input. At this point, the board will move forward as a committee of the whole, and a special meeting needs to be set to finalize the contract and hold the initial stakeholder meeting. Boomer will work with Ray Kendra from Environment Architects on a date for a special meeting. Julian has some questions that he would like clarification on; the rest of the board is satisfied with the review conducted by Grier. The discussion on location will be part of the special meeting as well.

f. PC Recording Secretary – Cypher had distributed a draft contract for Cypher Group to provide recording secretary services to the township. Boomer stated that this contract is dated in July, due to Marsha Wolf being unable to attend the July PC meeting and Cypher Group providing recording secretary services for that meeting. The board briefly discussed. **Noonan moved, J. Carter seconded to approve the Cypher Group agreement regarding Recording secretary services for the PC and ZBA. All in favor, motion carried.**

g. Other Unfinished Business - None

NEW BUSINESS –

a. Other New Business - None

REPORTS: Planning Commission (PC) – At the July meeting, the PC discussed affordable housing and will continue this discussion. The PC is also looking at the Zoning Ordinance and some of the items that needs to be changed with that document.

Zoning Administrator (ZA) – Cypher had previously submitted written reports to the board. He summarized his activities over the last month.

Supervisor – Julian summarized his activities for the month.

Assessor – Standard assessing business is ongoing. Krombeen is working on preparing for the annual audit.

Fire Board – The Fire Board meeting was held last week, and operations are going smoothly there.

Clerk/Elections Report – Boomer reported that the election went smoothly. The new computer has been ordered for the hall and once that arrives will be set up.

COMMITTEE REPORTS: Hall Use and Buildings and Grounds Reports – The hall has not been used. Noonan asked who was responsible for removing the waste concrete from the edge of the parking lot – Julian stated he would contact Flaska Construction about it in the morning.

PUBLIC COMMENT: None

BOARD COMMENT: Roger Noonan – At the township park, the power company cut down the walnut tree and cut a large hole in the hedge. That was not what the township agreed to. Julian stated that he will look into it and see what can be done.

Julian thanked the public for attending.

The next regular meeting will be Wednesday, September 11 at 7 pm.

Motion by J. Carter to adjourn, second by Noonan / **All in favor, motion carried.** Meeting adjourned at 8:08 pm.

Submitted by:
Dana Boomer, Township Clerk