



LINWOOD TOWNSHIP

ANOKA COUNTY

22817 Typo Creek Drive N.E.

Stacy, Minnesota 55079

(651) 462-2812 • Fax (651) 462-0500

E-Mail: linwoodtownship@citlink.net

Website: <http://linwoodtownship.org>

**Minutes
Annual Meeting
March 13, 2012
7:00 p.m.**

The following names are taken from the attendance sign-in sheet:

Mike Parker, Debbie Parker, Carol Searing, Robert Millerbernd, Tom Searing, Annabelle Budde, Mike Budde, Eileen Reinke, Mike Voligny, Vernon Boettcher, Julie Rother, Rocky Ulstad, Sandy Mishler, Alice Pickering, Grant Haffely, Laura Kearns, Chuck Miller, Cathy Hereau, Craig Bachman, Merrie Glowaski, Harvey Glowaski, Kendall Minske, S. Wienke, Richard Lentsch, Phyllis Wenzel, Robert Beckman, Greg Leef, Kris Millerbernd, Sean Maslet, John Mann, Nick Haupt, Diane Haupt, Hank Senger, Dave Kalina, Rudi McCurdy, Mike Pederson, Michael Halliday, John Mattila, Michele Mattila, Ed Kramer, Mike Slavik, Cynthia Milbrandt, Steve Milbrandt, Steve Heitman, Marcella Zeches, Greg Moos, Mick Mullan, Ron Schally, Larry Palmer, Pam Palmer, Jim Garrison, Karin Pignato, John Pignato, Rubin Brown, Vicki Erickson, S. Collins, R. Collins, Joe Lerum, Patrice Lerum, Howie Nessel, Ted Engen, Beth Wedebrand, Paul Wedebrand, George Radke, Mark Olson, Carrie Braaten, Brenden Summer, Karen O'Brien, Daryl O'Brien, Tim Peterson, Brandon Rowe, Tressa Cramer, Laura Sopeth, Dan Jackle, Michelle Quinlan, Pat Quinlan, Dawn Kubat, Nat Kubat, Mark Votel, Garry Giles, Randy Schifsky, Andy Luedtke, Dennis Mattson, Troy Wilcox, O.S., Charles Scriptor, T.D., Victoria Ziernicki, Brad Ziernicki, Jenny Gilbert, Mike Esberg, Jesse Mishler, Dan Babineau, Dave Lorberter, Debi Lorberter, D. Luedtke, Betty Bachmeier, Julie Summer, Linda Hurltley.

The Clerk, Judith Hanna, called the meeting to order, and requested everyone be seated. The Pledge of Allegiance to the Flag was recited. The first order of business was nominations from the floor for Moderator. Nominations were taken for the Clerk and Rudi McCurdy. The Attorney stated the Clerk cannot be the nominator for the Annual Meeting and Rudi McCurdy declined. A motion from Tom Searing and seconded by Vicki Erickson for Philip Osterhus. Nominations were call for moderator three more times. Question from the audience: Can a Town Board Supervisor be the moderator for the Annual Meeting. The Townships' Attorney Gerald Randall responded by saying yes he can, Supervisor are residents at this meeting. By the sound of ayes Philip Osterhus was voted in as the moderator.

As Moderator, Philip Osterhus started with the introduction of the Board of Supervisors: Chairman of the Board-Michael Parker, Vice Chair-Philip Osterhus, Michael Halliday, Robert Millerbernd and Michael Budde. Clerk-Judy Hanna and Treasurer-Vicki Erickson. Attorney-Gerald Randall and the Auditor-David Mol from HLB Tautges Redpath, Ltd.

A motion was made by Kramer and seconded by Craig Bachman to approve the agenda. Discussion. Vote. All ayes (by the sound of the word aye). No nays were heard. Motion carried.

A motion was made by Mike Budde and seconded by Melvin Pfaffendorf to approve the meeting minutes from March 8, 2011, as written. Discussion. Vote. All ayes (by the sound of the word aye). No nays were heard. Motion carried.

Township, Auditor, David Mol from HLB Tautges Redpath, Ltd. David spoke on the 2011 annual audit being finalized in a couple of weeks. The onsite audit is finished. The audit is conducted in accordance with auditing standards generally accepted here, and the provision of the Minnesota Legal Compliance Audit Guide for Local Government promulgated by the State Auditor pursuant to Minnesota Statutes Section 6.65. The audit included tests of the accounting records and other auditing procedures necessary. A legal compliance mandated by the State Auditor's Office was also done, which covers six categories including contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous. It did not cover public indebtedness because Linwood has no debt. The Town Board and committee members started to work on the 2013 budget at the end of 2011. The proposed operating expense levy approved by your Supervisors for 2013 is \$1,587,000. This is the same as last year. Where the levy is at right now, leaves balances at the end of the year at the 50% margin needed to carry you over to your first draw of the 2013 levy money in July 2013. His recommendation is not going any lower than that. Local government aid (revenue) is no longer received by cities and townships. David stated as you look at the 2013 budgets, the required levy to meet the budgets, you also need to look at the expenditures. When you reduce the levy you need to reduce your expenditures. The audit for 2011 is just wrapping up and we are projecting figures based on the audit. We project the revenues. You project the budgets. When we have the 2011 ending numbers then we add in 2013 projected revenues and 2013 expenses. The ending 2011 numbers will differ because those are budgeted figures. Revenues are subtracted from the expenditures. The levy amount is what you are taxed on. On your information sheets you see the past year's ending expense figures and two years out budget figures. Hearing no questions David stated he would turn the meeting back to the moderator.

Chairman of the Town Board Michael Parker provided information on the proposed 2013 General Fund budget of \$387,070. The General Fund is the fund that includes the other areas of: Recycling, Sunrise Surface Water, Planning and Zoning, Elections, Building Inspections, Animal Control, Linwood Family Fun Day and the Cemetery. Discussion on doing a line by line or summarizing the total 2013 proposed budget. The Town Board Supervisor worked with all of the Township Committees on keeping the budgets and the proposed 2013 levy as close to the 2012 budgets and levy. **Discussion** on the expenses and revenue for Linwood Family Fun Day. Mike Parker explained years ago the Town Board approved \$5,000 to help bring in other attraction-the fireworks, pony/train rides and the house hoppers to name a few. In return the committee would do fund raisers during the year. The committee has been doing garage sales to generate the money to bring the annual Township event to us. All the money collected during the day of the event, and all fund raising dollars during the year are recorded as revenue and the expenses are taken from the revenue. The committee meets every month and financial information is provided. The Auditor David Mol stated revenues and expenditures are recorded and deposited for the Township monthly reports. Reports can be generated for each fund separately, and monthly showing revenue and expenditures. Discussion on Township wages. Mike Parker stated wages have been frozen for all Township employees for 2 years. Mike Parker

requested support in approving the \$1,500,000 levy to provide the operating funds to run the Township in 2013. **Vice-Chairman Philip Osterhus** provided information on the proposed 2013 Road and Bridge budget of \$594,081. Question from the audience: is Sunrise Road to be redone this year? Philip answered "yes" along with other road projects. Philip continued on with the proposed 2013 **Fire Department** budget of \$234,370. Fire Chief Ken Minske was in the audience to answer questions, if need be. The department needs to update its gear and truck equipment it seems every year. Training requirements also keep increasing. Philip continued on with the proposed **2013 Police budget of \$220,000**. Philip introduced Commander Paul Summers from Anoka County Sheriff's office. Lieutenant Summers stated the 2012 Linwood crime map is provided. Questions from the audience: How often does Linwood pay for a new car? What happens when the car is in for repairs? Commander Summers stated every 3 years and Linwood uses a backup vehicle. Discussion on the agreement with the City of Nowthen on a non-contracted basics until next year. Discussion on the high cost of police protection. You have police patrol 8 hours every day. Your contract covers all cost of the car, all the office administration, all the police/car equipment Discussion on what if Linwood would not contract with Anoka. Patrolling would be for emergency only basics. Questions from the floor regarding drug problems in Linwood compared to the surrounding Cities? Paul stated since the police contact started in Linwood 9 meth labs have been shut down. This was more than any other area in the County. Once the residents/people were aware the police were patrolling the area the meth labs were located and the huge drug activity died down. The crime map shows the activity. This map has been generated for you each year. **Supervisor Michael Halliday** reported on the Senior Center/Community budget request of \$96,750 is a decrease from last year. The Senior Advisory Board and Judy work on the budget and all try very hard to efficiently run/operator the center. Supervisor Halliday continued on with the Park and Recreation budget for 2013. Utility expenses for all the funds are shared-gas, electric, phone, vehicle expenses and etc. Both the Senior Center and Park budgets show the wage line to be the biggest percentage of their budget. From the audience a thank you for the work and dedication to those that worked on the skating rinks and the skating party this winter.

Moderator Osterhus stated a motion is in order to set the 2013 levy at \$1,500,000 having no more questions. A motion from the audience and several voices heard to second the motion. Question from the audience: The person saw somewhere the annual amount paid for wages was \$400,000. Moderator Osterhus stated that amount is close to being correct-the Township have over 30 fire department employees, 3 full time employees and 4 part time employees. Employee wages are public information. The wage information put on the back table is incorrect. The Auditor David Mol stated the W2 reports show wages paid at \$339,000. Chairman Parker stated the Township has frozen wages for 2-3 years in a row. The surrounding area wage information is provided to us for comparison by staff. We are not out of line with the surrounding communities. This information provided here is wrong, very wrong. If people want accurate information about any Township business, put it in writing. The propaganda set out here tonight is just example of the miss information that goes around. Question from the audience: How do you figure what the fund balances will be? David Mol stated you need 50% of your budget to operate until the County tax money is sent to you twice a year (July and December). The Town Board supports a little extra for the unexpected. From the audience- can we vote on the motion? **A motion was made to call the question and seconded. Motion carried by the sound of ayes. A vote on the motion to approve and set the 2013 levy at \$1,500,000. By the sound of ayes. Motion carried.**

Supervisor Bob Millerbernd provided information to the residents on the 2013 levy does not include monies for the Sunrise River Watershed Management Organization. 46% of the water shed is in Linwood Township. Grant money (\$140,000) supported by Linwood's share of \$30,000 is being used to improve the water quality in Martin Lake. Three carp barriers are to be installed within Martin/Typo Lakes. The goal is to interrupt the breeding cycles of the carp which travel to shallow water in Typo Lake to spawn. Three rain gardens are planned for around Martin Lake also.

Supervisor Mike Budde thanked everyone for coming out and participating in "grass-root government".

It was announced more members are needed for Planning and Zoning and the Road and Bridge Committee.

A motion was made and seconded to set the next Annual Meeting for March 12, 2013 at 7:00 p.m. Hearing no discussion. **Motion carried by the sound of ayes.**

A motion was made and seconded to adjourn at 8:17pm. By the sound of ayes, motion carried.

Date approved, corrections and or additions _____

Judith K. Hanna, Clerk

Philip Osterhus, Chairman



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Minutes

Annual Meeting

March 12, 2013

7:00 p.m.

79 names were on the attendance sign-in sheet:

The Clerk, Judith Hanna, called the meeting to order (7:05pm), and requested everyone be seated. The Pledge of Allegiance to the Flag was recited. The first order of business was nominations from the floor for Moderator. **A motion by Charles Scriptor and seconded for Brent Lee as moderator.** No other motions were received. **By the sound of ayes Brent Lee was voted in as the moderator.**

As moderator, Brent Lee, following the agenda, started with the introduction of the Board of Supervisors: Chairman of the Board-Philip Osterhus, Vice-Chair-Michael Halliday, Ed Kramer, Robert Millerbernd, and Carol Searing, Clerk-Judy Hanna and Treasurer-Vicki Erickson. The Attorney Michael Haag and the Township Auditor David Mol from HLB Tautges Redpath, Ltd were also introduced.

A motion by Craig Bachman and seconded by Hank Senger to approve the agenda as printed. Discussion. **Vote. By the sound of ayes. Motion carried.**

A motion by Mike Voligny and seconded by Dan Jackle to approve the Annual Meeting Minutes from March 8, 2012. Discussion. **Vote. By the sound of ayes. Motion carried.**

Township, Auditor, David Mol from HLB Tautges Redpath, Ltd. David spoke on the 2012 annual audit being finalized in a couple of weeks. The onsite audit is finished. The audit is conducted in accordance with auditing standards generally accepted here, and the provision of the Minnesota Legal Compliance Audit Guide for Local Government promulgated by the State Auditor pursuant to Minnesota Statutes Section 6.65. The audit included tests of the accounting records and other auditing procedures necessary. A legal compliance mandated by the State Auditor's Office was also done, which covers six categories including contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous. It did not cover public indebtedness because Linwood has no debt. The Town Board and committee members started to work on the 2014 budget at the beginning of 2013. The proposed operating expense budget approved by your Supervisors for 2014 is \$1,625,755. The levy for 2014 is \$1,500,000. The same as last year. Where the levy is at right now, leaves balances at the end of the year at the 50% margin needed to carry you over to your first draw of the 2014 levy money in July 2014. His recommendation is not going any lower than that. Local government aid (revenue) is no longer received by cities and townships. David stated as you look at the 2014 budgets, and the required levy to meet the budgets, you also need to look at the expenditures. When you reduce the levy you need to reduce your expenditures. The audit for

2012 is just wrapping up and we are projecting figures based on the audit. We project the revenues. You project the budgets. When we have the 2012 ending numbers then we add in 2014 projected revenues and 2014 expenses. The ending 2012 numbers will differ because those are budgeted figures. Revenues are subtracted from the expenditures. The levy amount is what you are taxed on. On your information sheets you see the past year's ending expense figures and two years out budget figures. Hearing no questions David stated he would turn the meeting back to the moderator.

Following the agenda Moderator Lee turned the meeting over to Chairman Osterhus for discussion on the General budget. He referred the residents to the white 2014 budget packet, page 5, 6, 7, 8, and 9. The General budget to operate Township business for 2014 is \$395,920. This is less than \$9,000 more than the 2013 budget. Within the General fund you find everything that isn't part of the other budgets. The Supervisors continue to work on keeping the budgets steady in order to keep the levy from roller-coasting.

Chairman Osterhus continued on with the Road and Bridge Fund budget proposing \$570,600. Plus \$15,000 for equipment capital. Financial information is on pages 10, 11, and 12. \$70,000 was transferred from the 2012 gravel to the 2013 gravel line item because we have ordered the gravel but it was not used in 2012. We have the \$70,000 in the 2013 budget to use this year.

Chairman Osterhus continued on with the Fire Department proposed 2014 operating budget of \$240,270. Plus \$50,000 for equipment capital. Financial information on pages 13, 14, and 15. Jim Stockinger, fire department officer was present for discussion on the purchase of the new red fire truck. The cost of the new truck is \$450,000 spread over 5 years. \$195,000 was the down payment. The \$245,000 balance will be paid \$50,000 for the next 5 years. Jim stated the 10 year truck replacement plan has all new trucks order would come in the color of red. Engine 1 is 15 years old and the refurbishing will have it last another 15 years. The cost is estimated at \$20,000 and included the painting to red during that process. Supervisor Millerbernd supported the purchase of the new truck and commended all the work and planning the fire department has put into this purchase. From the audience: Joe Dolphy stated he has been involved with the fire department since the beginning and the truck equipment has not always been red. Is the cost of Engine 1 really worth it? He doesn't want his tax dollars going down the tubes to make something "pretty". You people need to look and watch where you are spending our money. The color red is not a safety issue-it's a personal choice. He apologized if he has offended anybody. Chairman Osterhus re-stated all trucks are not being painted this year-only as purchased or refurbished. This is a decision by the fire department members and approved by the Supervisors.

Chairman Osterhus stated the Police financial information is on pages 16 and 17. The Police fund is proposed \$220,000. The police budget has not included the School Resource Officer since 2011. We need to remember we do our budgeting for one year out. On page 17 it tells you no funding has been included for the Resource Officer since 2011. The \$29,718 will stay on the sheets until we delete 2011 information.

Chairman Osterhus stated this year two new Supervisors, Carol Searing and Ed Kramer came aboard that are also retired. During this year and at next years Annual Meeting you will see/hear more from Carol and Ed.

Supervisor Searing reported for the Senior/Community Center. Carol thanked everyone for coming. The proposed 2014 budget is less than this year's budget even with \$5,000 added in for Capital. The proposed 2014 is \$96,850 + \$5,000 for capital. The Senior Center was built in 1984

and the commercial kitchen in 1994. The center has its original flooring and the kitchen equipment is also original. The budget in 2005 is very close our request for 2014. From the audience: Pat Quinlan asked how come the health benefit is the second highest. Carol explained both maintenance workers are a percentage of hours worked within the senior center and Judy's is 30 hours senior center and 10 administrator (\$450) The maintenance workers have a percentage of all their benefits taken from all funds where they work in (General, Parks, Roads, and Senior Center) within each pay period.

Supervisor Halliday reported for the Parks Department. The proposed budget for 2014 is \$71,000+\$5,000 for equipment replacement. This year's budget is \$61,000. In 2012 we were over budget because of the needs of the parks. Equipment repairs were greater, equipment rental was higher and wages were higher. From the audience: Joe Dolphy questioned the maintenance and the cost of Boettcher Farms park. Supervisor Halliday stated the maintenance of the parks including Boettcher's needs to be followed year after year. Three parks have sprinkler systems. Boettcher Farms is one of them. Before any development was planned for Boettcher's, a survey was sent to the residents living within the development. The developer was contacted. The Forest Lake Athlete Department was included with the planning. Plans were provided showing the proposed park. The well and irrigation system were put in. The seeding was done. A parking lot put in place. Trees were planted. The Forest Lake Athlete Department pulled out and we have been left to do the work and use park money to get the grounds ready. Melodie Paulsen questioned is it worth it? Holliday stated if we don't maintain it we lose everything. Melodie suggested using Master Gardeners, farmers to help in getting and preserving the parks. Supervisor Halliday stated the maintenance works do use outside resources to help with the overall needs of the park land. From the audience: Kris Millerbernd stated she is a member of the Park Board and she would love to be able to work with a Master Gardner. At least 4 of our parks have flower gardens maintained by volunteers. Halliday stated the need for volunteers is never ending. In the summer/fall it's helping with the flower beds. In the winter it's helping with the ice rinks. From the audience: Joe Dolphy asked why we keep spending money on the Boettcher park when he never sees any activity or hears of any planning. The residents living within the development don't want a park. You are working on developing an open field. You have concepts. People don't even walk their dogs. Spend our money on things we can use. You have nothing. Supervisor Halliday restated a survey was sent to all the residents and what is being planned is from their suggestions. We can't stop working on the park grounds. We would lose the grass in no time. Kris Millerbernd also restated a survey was sent out and it is from those responses planning is being done. Joe Dolphy stated what you have is a concept-not reality. When will it become a reality? Kris Millerbernd responded by inviting Joe/anyone to any of the Park Board meeting to see how planning is being done. She asks for three months-in three month the plans should be public. The Town Board and Planning will be introduced to the recommended plans for Boettcher Park. Jim Garrison-past Park Board member stated funds from the Developers have built our parks. Our budget maintains the parks. Unknown-the parks we have right here is wonderful-do we really need to have more parks nobody uses. Bob Millerbernd stated these are our main parks. He has seen all the parks in use some time or another. These parks are for our children and we need to continue to invest in our parks and our children. With each new development, a new park is planned and we need to keep our investments by maintaining them. Supervisor Halliday stated we have 9 parks. One of the parks has been adopted by a resident. She keeps the gardens cleaned out and the garbage picked. She also keeps a watchful eye on the park. Halliday continued on stating the different departments each put their time into the budgeting process. All the budgets are presented to the Town Board and this pamphlet is the end results. The Township has looked into other options for maintaining

our parks. It is more costly than what we are paying now. Jim Garrison reminded the audience about the 140 acre Park and School Forest-the Township does not fund this park. It is funded by fundraiser within Linwood Elementary-not from your Townships Park budget. Chairman Osterhus asked about all the time Millerbernd, Halliday and park committee members put into the skating rinks each winter. Supervisor Halliday stated the hours are all volunteer time. Neither I nor Millerbernd are paid. Cathy Hereau asked about taping the town meetings and showing on cable. Supervisor Searing asked how many people here have cable? By the show of hands a lot of hands went up in the air. Halliday asked if there are no more questions addressing parks the meeting should be turned back to the moderator.

Moderator Lee stated the next order of business was setting the 2014 levy. Chairman of the Board Philip Osterhus stated the levy-what you the Linwood residents on taxed on has stay the same \$1,500,000 for the past 4 years. Linwood Township has been ranked 4th from the bottom out of 75 surrounding communities. **A motion by Charles Scriptor to set the 2014 levy at \$1,500,000. Seconded by Frank Kvidera.** Discussion. Pat Quinlan questioned wages. He stated last year he was told to ask in writing questions regarding wages. He did that twice and both times the information was different, not even close to total yearly budget for wages. At tonight's meeting he found out Judy Hanna has 10 additional hours. The information provided was \$210,000. Last year the total wage figure within the budget packet was over \$370,000. This year it over \$400,000. Why are we paying over a 40% of our budget for wages. I have lived here for 16 years and the biggest complaint I have heard is why are/do we still have people living on dirt roads. Staying at the \$1.5 million is great. Having dirt roads are a nuisance and a health hazard. My concern is just the way you are spending our money. Joe Dolphy stated we are concerned. We are tax payers. We need to look at where the money is being spent. I feel we can fine tune our spending. Changing the color of the fire trucks and all the spending on our parks. We don't need red fire trucks and nobody uses our parks. It doesn't make since to spend \$10,000 on mowing parks when only one or two families use them. People with 2½-5 acres lots don't use parks. They have everything in their back yards. You need to be more accountable. Unknown-questioned the spending some of the tax dollars on fixing our road. He would not mind spending some of his own money to get his road paved. What is the percentage needed for having your street paved? The Attorney, Mike Haag stated he has researched that figure and found it is 35% of the residents requesting their street paved. Mike stated he will be providing written summery of the research to the Road and Bridge Committee and the Town Board. With discussion ended the moderator Lee called for a vote on the motion setting the levy for 2014 at \$1,500,000. By the sound of ayes the motion was carried.

Moderator Lee asked if the Supervisors had anymore comments? Supervisor Searing requested the residents keep in touch. Call her, e-mail her. She wants to be available to the residents. From the audience why is the need for an employee to be here at all hours-after hours, on the week-ends and receiving a buy-out for not using vacation. Supervisor responded to the a policy change not allowing be paid for unused vacation time. Supervisor Halliday stated he was the Supervisor that worked on that policy change. When tax payers have issues you need to call, e-mail get in touch with any one of us.

Commander Paul Summers from the Anoka County Sheriff's Office was present and discussed the police activity within Linwood in 2012. A large map of Linwood and last years activities is available in the back of the room. They responded to 1,596 radio calls, 1,656 incident calls, 16 burglaries, 72 thefts, 7 assaults, 2 Criminal Sexual Conduct, 29 Damage to Property, 9 harassment, 219 Traffic Arrests, 15 Warrant Arrests, 15 Domestic Arrests, DUI Arrests, Misdemeanor Arrests, Gross Misdemeanor Arrests, and 4 Felony Arrests. From the audience.

What's the difference between burglary and theft? Burglary is breaking into a building. Theft is no breaking into. The Linwood Deputy was present waiting to be introduced but answered an emergency call. Brian is from Las Vegas Metro Police. Was with them for 4½ years and has been with us for a little over a year. The meth labs have disappeared but heroin has moved in and taken its place. Ten years ago Linwood was the highest per capita for meth labs. Today you have none. He thanked the residents for their continuing support.

A motion by Charles Scriptor and seconded by Jim Garrison setting the 2014 Annual Meeting for March 11 starting at 7:00pm. Discussion. By the sound of ayes. Motion carried.

Carol Searing reminded everyone Township information is on the 2013 calendar. This year we worked with the Linwood Fire Department on it so the look has changed.

By the sound of many a motion to adjourn was heard and seconded at 8:20pm.

Date approved: _____

Judith K. Hanna, Clerk

Philip Osterhus, Chairman



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Minutes

Annual Meeting

March 11, 2014

7:00 p.m.

86 names were on the attendance sign-in sheet.

The Clerk, Judith Hanna, called the meeting to order 7:00pm, and requested everyone be seated. The Pledge of Allegiance to the Flag was recited. The first order of business was nominations from the floor for Moderator. **A motion was made and seconded for Brent Lee as moderator.** No other motions were received. **By the sound of ayes, Brent Lee was voted in as the moderator.**

As moderator, Brent Lee, following the agenda, started with the introduction of the Board of Supervisors: Chairman of the Board-Philip Osterhus, Vice-Chair-Michael Halliday, Ed Kramer, Robert Millerbernd, and Carol Searing, Clerk-Judy Hanna and Treasurer-Vicki Erickson. The Attorney Michael Haag and the Township Auditor Peggy Moeller from HLB Tautges Redpath, Ltd were also introduced.

A motion was made and seconded to approve the agenda as printed.

A motion was made and seconded to approve the Annual Meeting minutes from March 12, 2013 as printed.

Township Auditor-Peggy Moeller provided hand outs and discussion on the 2013 audit taking place. The onsite audit is finished. Peggy explained the audit is conducted in accordance with auditing standards generally accepted here, and the provision of the Minnesota Legal Compliance Audit Guide for Local Government promulgated by the State Auditor pursuant to Minnesota Statutes Section 6.65. The audit included tests of the accounting records and other auditing procedures necessary. A legal compliance mandated by the State Auditor's Office was also done, which covers six categories including contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous. It did not cover public indebtedness because Linwood has no debt. The Town Board and committee members started to work on the 2015 budget at the beginning of 2014. The proposed operating expense budget approved by your Supervisors for 2015 is \$1,625,755. The levy for 2015 is \$1,500,000; the same as last year. Where the levy is at right now, leaves balances at the end of the year at the 50% margin needed to carry you over to your first draw of the levy money in July. Her recommendation is not going any lower than that. Local government aid (revenue) will return in 2015- but very small compared to years ago. Peggy stated as you look at the 2015 budgets, and the required levy to meet the budgets, you also need to look at the expenditures. When you reduce the levy you need to reduce your expenditures. The audit for 2013 is just wrapping up and we are projecting figures based on the audit. We project the revenues. You project the budgets. When we have the 2013 ending numbers then we add in 2015 projected revenues and 2015 expenses. The ending 2013 numbers will differ because those are budgeted figures. Revenues are subtracted from the expenditures. The levy amount is what you are taxed on. On your information sheets you see the past year's ending expense figures and two years of budget figures. Hearing no questions, Peggy stated she would turn the meeting back to the moderator.

Township Reports and 2013 proposed expenditures/operating budget: **Supervisor Halliday** provided a summary for the "General Fund" and stated the budget of \$418,715 was \$22,795 more than 2014 budget. **Chairman of the Board Philip Osterhus** provided a summary for "Road and Bridge" stated the budget requested of \$596,700 was \$11,100 more than 2014 budget. **Supervisor Ed Kramer** provided a summary for the "Fire Department" stated the budget request of \$300,765 was \$10,295 more than 2014. **Supervisor Searing** provided a summary for the "Senior Center" and stated their budget request was \$84,450 and was \$12,400 less than the 2014 budget. **Supervisors Mike Halliday and Bob Millerbernd** provided a summary for the "Park Board" stated the budget request of \$71,230 was \$230.00 more than the 2014 budget. Supervisor Bob Millerbernd turned the "Police" fund over to Commander Paul Sommer. A 2013 year of activity map was provided. Monthly police reports are available. Three Anoka County Deputies were also present that cover the township. Supervisor Millerbernd stated the police budget is \$5,000 more for 2015 \$225,000. Chairman Osterhus stated the "Capital Improvement" was increased \$17,000 over 2014 to \$25,000.

Discussion was held on the planning of the budgets and the need to keep up with the growth, improvements, and upgrading of all township equipment.

Discussion on why the Senior Center budget is less. Supervisor Searing stated with the retiring of Judy Hanna and the hiring of Dawn Cash the wage and benefits are less.

Moderator Lee asked for a motion to set the 2015 levy. A motion was made and seconded to set the 2015 Levy amount at \$1,500,000. Discussion. Vote. By the sound of ayes, motion carried.

Moderator Lee asked if the Supervisors had any more comments. All Supervisors thanked the residents for attending their Annual Meeting. They encouraged all residents to keep informed, ask questions and attend monthly Town Board meeting.

Anoka County Commissioner and Chair of the Anoka County Board, Rhonda Sivarajah was present and discussed county road 2014 projects.

Discussion on placing the question on the November Election Ballot to hire the Clerk and or Treasurer. The final decision is made by the Town Board.

Motion was made and seconded by set the 2015 Annual Meeting in the Senior Center starting at 7:00pm March 10, 2015. Discussion. Vote. By the sound of ayes. Motion carried.

Other

A motion was made and seconded to adjourn at 8:10pm. Discussion. By the sound of ayes. Motion carried. Meeting adjourn.

Date approved: March 10, 2015


Moderator

Judith K. Hanna, Clerk



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Minutes

Annual Meeting

March 10, 2015

7:00 p.m.

74 names were on the attendance sign-in sheet:

The Clerk, Judith Hanna, called the meeting to order, and requested everyone be seated. The Pledge of Allegiance to the Flag was recited. The first order of business was nominations from the floor for Moderator. A motion was made and seconded nominating Tom Searing. A motion was made and seconded nominating Mike Parker as moderator. Hearing no more nominations. Both Tom and Mike were asked if they would accept the moderators position if voted in. Both stated they would. By a show of hands Mike Parker was voted in as moderator.

As moderator, Mike Parker, following the agenda, started with the introduction of the Board of Supervisors: Chairman of the Board-Philip Osterhus, Vice-Chair-Michael Halliday, Supervisors: Ed Kramer, Robert Millerbernd, and Carol Searing, Clerk-Judy Hanna and Treasurer-Carrie Luedtke. Attorney Michael Haag and the Township Auditor Peggy Moeller from HLB Tautges Redpath, Ltd were also introduced.

A motion was made by Mike Halliday and seconded by Tom Searing to approve the agenda as printed.

A motion was made by Ed Kramer and seconded by Cathy Hereau to approve the Annual Meeting minutes from March 11, 2014 as printed.

Township Auditor-Peggy Moeller provided hand outs and discussion on the 2014 audit taking place. The onsite audit is finished. Peggy explained the audit is conducted in accordance with auditing standards generally accepted here, and the provision of the Minnesota Legal Compliance Audit Guide for Local Government promulgated by the State Auditor pursuant to Minnesota Statutes Section 6.65. The audit included tests of the accounting records and other auditing procedures necessary. A legal compliance mandated by the State Auditor's Office was also done, which covers six categories including contracting and bidding, deposits and investments, conflicts of interest, public indebtedness, claims and disbursements, and miscellaneous. It did not cover public indebtedness because Linwood has no debt. The Town Board and committee members started to work on the 2016 budget at the beginning of 2015. The proposed operating expense budget approved by your Supervisors for 2016 is \$1,625,755. The levy for 2016 is \$1,500,000; the same as the last 9 years. Where the levy is at right now, leaves balances at the end of the year at the 50% margin needed to carry you over to your first draw of the levy money is in July. Her recommendation is not going any lower than that. Local government aid (revenue) will return this year-but very small compared to years ago. Peggy stated as you look at the 2016 budgets, and the required levy to meet the budgets, you also need to look at the expenditures. When you reduce the levy you need to reduce your expenditures. The audit for 2014 is just wrapping up and we are projecting figures based on the audit. We project the revenues. You project the budgets. When we have the 2014 ending numbers then we add in 2015 projected revenues and 2015

expenses. The ending 2014 numbers will differ because those are budgeted figures. Revenues are subtracted from the expenditures. The levy amount is what you are taxed on. On your information sheets you see the past year's ending expense figures and two years of budget figures. Question from the audience: Why don't we know what our ending balances and beginning balances are? Peggy stated because the figures are all unaudited. Is there a law stating what percentage of a balance a Township should have? Peggy stated no-but 50% is what is recommended to run your Township until the second draw comes in from County taxes. Hearing no more question she turned the meeting back to the moderator.

Resolution 2015-07: Supervisor Millerbernd spoke on the need for planning for capital improvements. Supervisor Halliday stated the Resolution is needed to redefine the Building Capital Projects Fund. You the residents (electorate) approved this money to build a new town hall. Only you the people (electorate) can amend the Building Capital Fund to read the "Building Capital Project Fund accounts for resources to be used for the construction, renovation and or major repairs to Township owned buildings". A motion made by and seconded by Tony DeChaine to approve/adopt Resolution 2015-07. Discussion. How much is in this fund? \$128,217. The money can be used to for any township building. What happened's to any balance? Millerbernd stated the amount of money is enough for maybe windows. The intent of the amendment is to build/remodel a town hall. A vote was taken by the raising of hands approving the Resolution. 41 ayes. 17 nays. Motion carried to approve Resolution 2015-07.

Supervisor Millerbernd requested approval spend up to \$18,000 for community celebrations (Easter party, Linwood Family Fun Day and the Halloween party) A motion by Cathy Hereau and seconded by Tim Peterson to allow the spending of up to \$18,000 for Community Celebrations. By the sound of ayes-motion passed.

Supervisor Searing provided information on the General Fund and the many areas this fund covers. For 2016 the request is 459,000. Searing provided information on the townships website, newsletter and cable. She asked for input on spending funds to upgrade the cable access channel 10. No comments were heard.

Supervisor Searing stated Ed Kramer has received two awards from Anoka County for all his recycling efforts.

Supervisor Kramer thanked the residents for all the support he has received regarding recycling. He asked for comments on allowing only one garbage hauler on our streets. This, if it happens would not take place for at least 2 years.

Supervisor Osterhus provided information on the Road and Bridge Fund.

Supervisor Kramer provided information on the Fire Department.

Supervisor Halliday stated the 2016 proposed budget is down from 2015 Senior Center budget. The Senior Center is used by many community groups. It is rented out at least once a month and the bus is used almost daily for medical, personal care, and pleasure trips. The pleasure trips pay \$1.00 per mile. The medical and personal care trips are donations.

Supervisor Halliday continued on with the Park Fund. This fund is also lower. The use of volunteers helps keep both the budget lower (Senior Center and Parks).

Anoka County Commander Paul Summers was present and introduced three Deputies that patrol in Linwood: Deputy Mike Slavik, Matthew O'Conner, and Sergeant Ann Brommel.

2015 budget is \$225,000-no increase. He provided information on how the money is spent. The Township has coverage 7 days a week-8+ hours a day. He continued on with the annual activities report. An activities report is provided weekly to the Board. Anoka County Sheriff James Stuart was also present and provided discussion on illegal drug activity and human trafficking. Comments from the audience regarding their support of the police and applause.

Supervisor Millerbernd provided information on the Capital Fund. The money we put into the Capital Fund is planning for the next year-a new plow truck, maybe a mower, or another plow truck. He thanked the residents for coming to the meeting, his re-election, and all the support the residents have given the Township.

Chairman Osterhus spoke on the levy staying the same for 9 years, thanked the residents for attending this meeting tonight.

Supervisor Halliday thanked the residents for showing continuing support, attending meetings, and volunteering.

Supervisor Kramer thanked the residents and provided information on the origination called "Bridgeing". Donations are accepted for household items.

Supervisor Searing reminded the people to use the Township website, attend Township meetings and thanked the residents for showing their support.

A motion by Melvin Pfaffendorf and seconded by Eileen Reinke to set the 2016 levy at 1million 5. Vote. All ayes. Motion carried.

A motion was made by and seconded by to set the 2016 Annual Meeting for 7:00pm, Tuesday March 8, 2016. Vote. All ayes. Motion carried.

A motion by Mike Halliday and seconded by Cathy Hereau to adjourn at 8:10pm. Vote. Motion carried.

Date approved, corrections and or additions March 8, 2016

Judith K. Hanna, Clerk

Moderator



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Annual Meeting Minutes
Tuesday, March 8, 2016 at 7:00 p.m.

Attendance: Based on the meeting sign-in sheets, 84 people were in attendance.

Call to Order and Approval of the Agenda: The Clerk, Judy Hanna, called the meeting to order. The Pledge of Allegiance to the flag was recited.

Nominations for Moderator: There were two nominations from the floor for Moderator. A motion was made and seconded nominating Brent Lee. A motion was made and seconded nominating Jim Garrison. Hearing no other nominations, a vote was taken and counted. Jim Garrison was voted in and accepted the position of moderator.

- 1. Introduction of the Board of Supervisors, Clerk and Treasurer:** Jim Garrison, acting as moderator, followed the agenda and introduced the Board of Supervisors:

Chairman of the Board – Philip Osterhus

Vice Chairman – Michael Halliday

Supervisors: Ed Kramer, Bob Millerbernd, Carol Searing

Treasurer: Carrie Luedtke

Clerk: Judy Hanna

- 2. Introduction of Attorney:** Michael Haag of Randall, Goodrich & Haag, P.L.C.
- 3. Approval of the agenda:** Tom Searing moved to accept the agenda as printed; Brent Lee seconded. Motion carried.
- 4. Approval, corrections and/or additions to the Annual Meeting minutes** from March 10, 2015. By a majority vote, the minutes were approved with no corrections.
- 5. Township Reports and 2017 proposed expenditures/operating budget:**

Budget & Levy discussion: Treasurer, Carrie Luedtke reported on the budget and levy. There was an opportunity for questions and answers from the audience. Carol Searing reported on the General Fund. Searing reported that the Cable access channel will be down

for a period during renovations. Searing requested that anyone who did not receive the mailing to notify the town hall or to complete the feedback section on the website. Searing also notified residents that in the near future residents will be able to pay fees online. Searing reported on the new processes and new software to assist with records and procedures.

Road & Bridge: Supervisor Philip Osterhus explained the transfer of 2015 funds to 2016 for roads. Bids went out early resulting in a savings of over \$100,000.

Fire Department: Supervisor Ed Kramer reported that the small increase in the budget will assist the department to update equipment that requires it and to be sure the department is fully equipped to serve the residents.

Senior Center: Supervisor Ed Kramer reported that the budget decreased as they are utilizing more volunteers. Linwood is one of 13 townships in the state implementing a new pilot program for seniors, Aging Mastery Program, "feeling better today and striving for our future." Kramer also recognized volunteer, Janet Dolfy, for her dedication to driving seniors who require assistance and has logged over 3,180 miles in one year.

Park and Recreation: Mike Pederson addressed the budget stating the small increase will assist with the hockey rink equipment and maintenance as well as new projects.

Capital Improvement: Supervisor Bob Millerbernd addressed the increases to capital because the board is planning ahead for township needs to address the fact that there are several pieces of equipment that are old and may require replacement. Bob spoke about building renovations to keep it safe for all residents for many years to come. Bids were sought early by the board to get the best rates for both contractors and interest rates allowing them to do the renovation while all costs are at a low such as fuel, steel, etc. The interest rate for the bond levy is 1.7% for the \$300,000 loan with no prepayment penalty. It is the right time for the renovation resulting in saving residents from paying for substantially higher rates later in the year and future.

Anoka County Sheriff's Office: Anoka County Contract Liaison, Paul Sommers, reported on the sheriff's contract for next year. Due to unforeseen expenses that the county has no control over, the exact budget is difficult to predict. In the past, the budget has always been under the approved amount due to state and federal requirements not being as high as predicted. Linwood contracts for 8 hours of patrol 365 days/year. Three officers were introduced and residents participated in a questions and answers discussion. Residents requested information about high crime areas in the township. Linwood is a smaller community but it is spread out over a large geographical area. The typical crime in this area has been robberies with no car thefts to report in the past year. The current trend is that crime is down but traffic accidents have increased. Services for public safety are being upgraded including a forensics lab so lab work doesn't have to be outsourced taking up valuable time. An unmanned aerial surveillance unit will also be implemented which will be

operational and utilized to locate lost or missing persons and other needs of the department.

Anoka County Commissioner: Rhonda Sivarajah was present to report on County items. She explained that the county is focused on reducing the levy and since 2012 it has been reduced by over \$12 million. In Anoka County, the property tax levy for 2016 is comparable to what it was in 2010. During this time, the county has gone 3 years without borrowing money. In the past, it was not unusual to get bonds once or twice per year. Due to traffic and road conditions, some county roads will get an overlay. Some crack filling will be done as well as culvert repair and replacement. There is no wheelage tax in Anoka County so residents renewing license tabs should check and be sure they are not paying this tax. It is currently \$10 but will be raised in the future. Several residents participated in a questions and answers segment. Commissioner Sivarajah explained how the county sets the property value and tax rate and said there is a video available on the county website that gives a good explanation. She also addressed issues concerning flood plains and expressed a sincere appreciation of the partnership between the Linwood Town Board and Mike Jungbauer with Anoka County arriving at solutions that are cost effective for residents and meets the required guidelines.

Representative Tom Hackbarth: Mr. Hackbarth reported on the upcoming session addressing bonding and transportation needs. He stressed one of his top priorities concerning the local area is the bridge replacement near Highway 35 and 97/23 near Forest Lake.

Community Celebrations: Supervisor Bob Millerbernd reported on the planned community celebrations for residents and the cost to maintain these events. Tom Searing moved to approve the 2017 budget at \$16,000 for community celebrations; seconded by Cathy Hereau. All voted in favor; motion carried.

Voting split precincts in 2016: Attorney Mike Haag explained the two precincts beginning fall of 2016. Precinct #1 will be at the Town Hall and precinct #2 will be held at Linwood Covenant Church. A map identifying voter precinct divisions was on display.

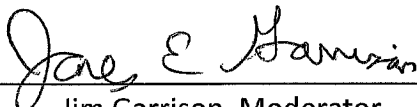
Elections: Supervisor Carol Searing notified residents that three supervisors and the clerk position are up for election this year. The cost to run is \$2.00. Residents can file for a position from August 2 to August 16. Searing explained that there will be a question on the ballot this year regarding elected positions and gave the meaning of a vote in favor and against. Searing explained the shortage of election judges due to adding a precinct and requested all residents to consider becoming an election judge. The township website will have more information.

Town Hall Renovation Project: Supervisor Bob Millerbernd addressed the project earlier in the meeting but stated that if anyone had any questions to please contact the Town Hall.

6. **Set the 2017 requested Levy amount at \$1,600,000:** Cathy Hereau moved to accept the 2017 levy; Mike Pederson seconded. There was no discussion and all voted in favor; motion carried.
7. The moderator stated the next annual meeting will be on March 14, 2017 at 7:00 p.m. in Linwood Town Hall. There was no discussion or vote.
8. Brent Lee moved to adjourn the meeting at 8:32; Charles Scriptor seconded. All voted in favor; motion carried.

Submitted by J. Trombley, Recording Secretary

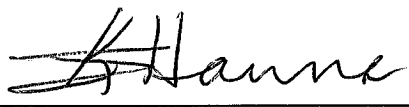
Approved on: 3/14/17



Jim Garrison, Moderator

3/31/16

Date



Judith Hanna, Clerk

4-1-2016

Date



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Annual Meeting Minutes

Tuesday, March 14, 2017 at 7:00 p.m.

Attendance: Based on the meeting sign-in sheets, 84 people were in attendance.

1. **Call to Order and Approval of the Agenda:** The Clerk, Pam Olson, called the meeting to order.
2. The Pledge of Allegiance to the flag was recited.
3. **Nominations for Moderator:** There were two nominations from the floor for Moderator. A motion was made and seconded nominating Tom Searing. A motion was made and seconded nominating Jim Garrison. Hearing no other nominations, a vote was taken and counted. Tom Searing was voted in and accepted the position of moderator.
4. **Introduction of the Board of Supervisors, Clerk and Treasurer:** Tom Searing, acting as moderator, followed the agenda and introduced the Board of Supervisors:

Chairman of the Board – Michael Halliday
Vice Chairman – Robert Millerbernd
Supervisors – Ed Kramer, Tim Peterson, Carol Searing
Clerk – Pamela Olson
Treasurer – Carrie Luedtke
5. **Approval of the agenda:** Jennifer Woletzco requested Planning and Zoning be added to the agenda and Kyle Olson, representative from Amy Klobuchar's office was added to the agenda. Charles Scriptor moved to accept the agenda with changes; Melvin Pfaffendorf seconded. By a majority vote, the motion carried.
6. **Approval, corrections and/or additions to the annual meeting minutes from March 8, 2016:** Tim Peterson moved to approve the minutes from March 8, 2016; Tom Sausen seconded. By a majority vote, the minutes were approved with no corrections. Motion carried.
7. **Anoka County Sheriff:** Carol Searing introduced Commander Sommers. Sommers explained that Linwood has contracted with Anoka County for 14 years. The Commander introduced the Chief Deputy, Kevin Halloway, Deputy Jacob Behr, and Deputy Dewey who are assigned to Linwood. Sommers explained there is a Linwood Crime Map available for residents to see where incidents occurred in 2016. The County will be utilizing a new crime mapping service called Lexus/Nexus which identifies incidents, is updated regularly and will be available on the Anoka County Sheriff's

website in the near future. Residents were advised that calling 911 instead of the Sheriff's office is going to be quicker. There was an opportunity for questions and answers from the audience.

8. **Treasurer's Report with Budget & Levy discussion:** Carrie Luedtke outlined the 2016 budget and the proposed 2018 budget. The 2016 operating budget came in under budget. The 2018 proposed levy, at \$1,625,000, is a 2% increase over the 2017 budget. Luedtke explained the historical budgets and how well the budget has been managed. The increase of 2% results in a \$4/year increase to a home valued at \$80,000 and \$16/year to home valued at \$270,000. There was an opportunity for questions and answers from the audience.
9. **Town Hall Renovation Project:** Bob Millerbernd congratulated residents for supporting the Town Hall renovation. Millerbernd shared that the new building is very energy efficient and is designed for employee safety and security.
10. **Building Capital & Capital Improvement Projects Funds:** Millerbernd reported on the building capital and capital improvement projects. He stated the Township is looking ahead at possible capital expenditures and planning for the future. A member of the audience thanked the Board for utilizing the low interest rates and moving on the project while rates were low.
11. **Fire Department & Fire Capital:** Millerbernd introduced Chief Darryl Ballman. Chief Ballman explained the department operates with 28 volunteer paid on-call firemen trained for EMT and firefighting. The average response time is approximately 9.8 minutes for an area covering 36 miles. Ballman shared information on the mutual agreements with East Bethel, Stacy and Wyoming. Ballman explained the need to replace a tanker and part of the expenditure is included in the 2018 budget.
12. **General Fund – Website, Elections, and Recycling:** Carol Searing acknowledged a Scout Troop attending the meeting to learn about Township government. Searing introduced Kelly Kramer, media specialist. Kelly Kramer explained that she updates and manages the Township website. She reported that three years ago there were approximately 500 hits every two months and currently there are approximately 13,205 hits per month. She added the pages with the top hits are the home page, the Senior Center and the events calendar.

Searing then reported on the addition of a voting precinct. Precinct 1 is located at the Senior Center and Precinct 2 is at the Linwood Covenant Church. She reported that Linwood Township had an 89% voter turnout and added that there is a need for additional election judges.

Searing introduced Supervisor Ed Kramer who explained that last year Linwood Township's Recycling program took in 507 ton of recycling material. He explained to residents there is a new organic recycling program and how they could obtain a recycle bucket and what type of waste is recycled. There are bags inside each bucket that decompose. Composting is done commercially due to the materials and meeting requirements. He also shared with residents that in April they will be able to recycle boat wrap at the Township and there will be a mailer going out stipulating what can be recycled as well as a list of fees, if any.

- 13. Road & Bridge:** Kramer reported that Fontana is scheduled for blacktop in 2017 and new Class 5 material will be applied to Potomac Street, 242nd and 244th and each will be realigned. Kramer explained that they use the car count on dirt roads as part of the decision to pave roads. County Road 26 is currently being surveyed for consideration of resurfacing but the County is not committing that it would happen this year. Kramer introduced Corey Williams who addressed trash services in the Township. Williams explained he would like to see support for asking the Township to put the service up for quotes and limit the number of providers to one or two. He reasoned that it provides competition keeping rates low, is safer and reduces the number of heavy trucks driving on Township roads. He provided statistics from a professor who studied the issue stating that each large truck is equal to 126 cars which can cause substantial damage to roads. When asked by the Moderator whether residents wanted the Board to research this farther the majority responded they would.
- 14. Senior Center:** Supervisor Kramer introduced Christina Smentek, the Senior Center Coordinator, who explained the various events and activities and reported attendance has increased.
- 15. Parks & Community Park and School Forest:** Supervisor Halliday explained the committee and how it operates. Halliday thanked the committee members who work hard for the community parks. He then introduced committee member David Johnson. David spoke about the various tasks, maintenance and hours the volunteers do to maintain the parks and ice rink. He encouraged residents to volunteer for the committee. There was an opportunity for questions and answers from the audience.
- 15a. Planning and Zoning:** Jennifer Woletzko inquired whether there was any plan for the expansion of the P & Z budget to include enforcement of the Township Ordinances. The Township Clerk responded that funds are allocated for enforcement in the 2018 budget.
- 16. Community Celebrations Request for Funds (LFFD, Intergenerational activities):** Millerbernd explained that expenditures for Linwood Family Fun Days and, the intergenerational Halloween party and Easter Egg Hunt are activities that require approval of the electors. Philip Osterhus moved to spend up to \$18,000 for Linwood Family Fun Days and other intergenerational activities; Tom Sausen seconded. By a majority vote, the motion carried. Millerbernd asked residents to consider volunteering for community events.
- 17. Volunteer Appreciation Request for Funds:** Millerbernd reported that taxpayer money cannot be used to show appreciation to volunteers and retiring firefighters without voter approval. Jim Strub moved to approve spending up to \$1,000 in 2018 to show appreciation for the many volunteers and people who support the community; Melvin Pfaffendorf seconded. By a majority vote, the motion carried. Millerbernd expressed his appreciation to residents for the opportunity to express appreciation for community support.
- Carp Barriers:** Millerbernd reported the next stage is trapping. Funds are available to trap but weather conditions are currently not ideal.

- 18. Vote to set the 2018 Levy amount - \$1,625,000:** Philip Osterhus moved to approve the 2018 levy at \$1,625,000; Tim Peterson seconded. A vote was taken and by majority vote the motion carried.
- 19. MN House Representative 31B:** Cal Bahr was unable to attend.
- 20. District Rep for Congressman Tom Emmer – Zach Freimark:** Mr. Freimark reported that there are several topics going on at DC. He said items Congressman Emmer is pushing in DC are healthcare reform, infrastructure, roads/bridges, transportation, statewide broadband and Veteran care. He reported the Met Council is pushing for a transit tax that they are currently battling. He encouraged people with concerns to contact their office.
- 20a. Amy Klobuchar Representative - Kyle Olson :** Mr. Olson, a representative from Amy Klobuchar's office read a letter from Amy Klobuchar that addressed topics affecting Townships and what topics she is working to improve. She assured residents of her commitment to Townships and said she is proud to represent us at the US Senate. He encouraged anyone with issues involving the federal government to contact their office.
- 21. Town Board Supervisor's Comments:** Halliday expressed how thankful he is to be a part of the Township because residents still have a say in their government unlike a city and city council that makes the decisions. He expressed that the Township Board works for the residents and they are very conscientious about spending and making the best decisions for the residents in the community. He encouraged people to call the office with concerns so the Board has the opportunity to resolve any issues.

Millerbernd stressed the need for volunteers and thanked the volunteers as well as the office staff for all their hard work. Kramer thanked the residents for attending the meeting and thanked the maintenance department for keeping the Township operational. Searing also thanked the residents for attending and the showing an interest in the Township. Searing expressed that the Board welcomes feedback and also encouraged volunteering. Peterson said it is a privilege to serve on the Board and encouraged residents to attend the Township meetings.

- 22. Set the next annual meeting time and location:** It was moved by Charles Scriptor and seconded by Tim Peterson to set the next Annual Meeting at 7:00 p.m. on March 13, 2018 at the Linwood Town Hall. All voted in favor; motion carried.
- 23. Adjournment:** A motion was made by Tony DeChaine and seconded by Christina Smentek to adjourn the meeting. There was no discussion or vote. The meeting adjourned at 9:00 p.m.

Approved on: _____

Tom Searing, Moderator

Pamela Olson, Clerk



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2018 Annual Meeting Minutes

Tuesday, March 13, 2018

Attendance: Based on the meeting sign-in sheets, the following 40 people were in attendance : Robert Millerbernd, Carol Searing, Mike Halliday, Tom Sausen, Bernie Sausen, Hank Senger, Tom Searing, Andy Luedtke, Judy Hanna, Cathy Hereau, Shawn McLane, Darryl Ballman, Sandy Lathrop, Peggy Callahan, Jim Windingstad, Harvey Glowaski, Ehren Lentsch, Mike Pederson, Pam and Keith Hoppe, David Johnson, Don and Terrie Luedtke, Jim Strub, Mike Manders, Phil and Mary Osterhus, Laura Sopeth, Amy Doeun, Kyle Roggenkamp, Ed Kramer, Karen Kramer, Christina Smentek, Charles Scripter, Alice Christy, Warren Christy, indecipherable name, Randy, Krebs, Ronald Schally, Barbara Sletten.

Call to Order and Approval of the Agenda: The Clerk, Pam Olson, called the 2018 Annual Meeting to order at 7:03 p.m. on Tuesday, March 13, 2018.

The Pledge of Allegiance to the flag was recited.

Nominations for Moderator: There were two nominations from the floor for Moderator. A motion was made and seconded nominating Mike Pederson. A motion was made and seconded nominating David Johnson. Hearing no other nominations, a vote was taken and counted. David Johnson was voted in and accepted the position of moderator.

Introduction of the Board of Supervisors, Clerk and Treasurer: David Johnson, acting as moderator, followed the agenda and introduced the Board of Supervisors:

Chairman of the Board – Michael Halliday
Vice Chairman – Robert Millerbernd
Supervisors – Ed Kramer, Tim Peterson, Carol Searing
Clerk – Pamela Olson
Treasurer – Carrie Luedtke

Approval of the agenda: Mike Pederson moved to accept the agenda as presented; Ron Schally seconded. By a majority vote, the motion carried.

Approval, corrections and/or additions to the annual meeting minutes from March 14, 2017: Mike Halliday moved to approve the minutes from March 14, 2017 as presented; Tom Searing seconded. By a majority vote, the motion carried.

Anoka County Sheriff: Commander Sommer introduced Deputy Ehren Lentsch and Deputy Jeffrey Barrett, who are assigned to provide services to the Township. While the deputies are new to the Linwood assignment, they have each been with the Anoka County Sheriff's department for over

two years. The 2018 police contract with Anoka County experienced a 2% increase in 2018, but no increase is expected for 2019. Commander Sommers explained the County utilizes a crime mapping service available on the Anoka County Sheriff's website. It identifies incidents and is updated weekly. He described Linwood Township as a crime-free haven, in that calls for service have greatly decreased. There was an opportunity for questions from the audience.

Treasurer's Report with Budget & Levy discussion: Treasurer Carrie Luedtke explained that the Township ended the year with healthy reserves, where the non-levy revenue comes from, outlined the 2017 budget and the proposed 2019 budget. The 2017 operating budget came in under budget, even with some unbudgeted expenditures such as a new plow truck. The 2019 proposed levy remains the same as the 2018 levy, at \$1,625,000.00. Luedtke explained the historical budgets and that the budget includes increases in the capital funds to prepare for future large purchases. There was an opportunity for questions from the audience.

Fire Department: Chief Darryl Ballman reported that the fire department responded to 195 fire/medical incidents in 2018, with an average response time of 9 minutes. Fire Captains Mike Raml and Brian Meyer reported that the firefighters have extensive medical training, with eleven Emergency Medical Responders (EMR), fifteen Emergency Medical Technicians (EMT) and three Paramedics. Captain Andy Luedtke reported on the community service outreach that the department participates in, such as National Night Out. In 2017, the department purchased a used grass rig to replace a 30-year old truck. A new tender truck has been ordered to replace the 30-year old tanker tender. The new truck will be put in service in the fall of 2018. The ISO rating has gone down to a 5 rating, which is good news for residents and their home insurance rates.

Road & Bridge: Kramer reported that the Township purchased a new plow truck, and there have been no more equipment break-downs. Fontana Street, from 233rd Avenue to 239th Avenue, was blacktopped in 2017. The 2018 road project is to pave and stripe Beta Street, 239th and 237th Avenues. There were no questions from the audience.

Senior Center: Senior Center Coordinator, Christina Smentek, explained the various events and activities throughout 2017 and reported participation in the events have increased.

Community Celebrations Request for Funds: Supervisor Bob Millerbernd explained that expenditures for Linwood Family Fun Days and the intergenerational Halloween party and Easter Egg Hunt are activities that require approval of the electors. Cathy Hereau moved to spend up to \$20,000 for community celebration expenditures; Ron Schally seconded. By a majority vote, the motion carried. Millerbernd asked residents to consider volunteering for community events.

Volunteer Appreciation Request for Funds: Supervisor Bob Millerbernd expressed his appreciation for all of the volunteers who devote time to flooding the ice rinks, recycling, Linwood Family Fun Day, senior and other activities. He reported that taxpayer money cannot be used to show appreciation to volunteers and retiring firefighters without voter approval. Mike Raml moved to approve spending up to \$1,000 in 2019 to show appreciation to volunteers; Mike Manders seconded. By a majority vote, the motion carried.

Parks and School Forest: Parks Chairman Mike Pederson reported that in 2017, the Parks committee supported the purchase of a new Toro Workman to assisting in maintaining the town parks. Broadbent Park proudly displays a new setting for the sign because of the work done by a local Eagle Scout. Over the next couple of years, the plan is to crack seal and seal coat the Broadbent Park walkway, tennis courts and basketball court. They have considered putting in a pickle ball court in one of the parks.

The School Forest Committee is applying for grants to install permanent bathrooms in the School Forest and Community Park. The Committee sells Metro Dining Cards as a fund raiser to fund their park activities.

Resident Tom Searing reminded the residents of the Eagle Scout project done by Jack Luedtke. He was responsible for constructing a patio around the base of the flag pole in the cemetery, as well as adding a light to illuminate the flag.

Elections Information: Clerk Pam Olson reported that due to historically large voter turn-out in Linwood, and anticipation of larger upcoming elections, there is a need for a pool of trained election judges. She explained who can apply, the pay, time commitment, options for voting and the opportunity to serve on the Absentee Ballot Board for Anoka County Elections.

Anoka County Commissioner: County Commissioner Rhonda Sivarajah reported on the improvements being made to Camp Sallie and the Linwood Lake boat launch. She explained the activities that are planned for the county parks in the Township. Commissioner Sivarajah expressed her concern for public health programs that partner with the schools to encourage healthy eating and physical activity. Another concern is the rise in use of meth, opioids and heroin. The Commissioner informed the audience of the available resources such as the MN Adult and Teen Challenge and the Traveling Bedroom. The County will be expanding their drop-off sites for prescription drugs. She labeled Town Supervisor Ed Kramer as a 'Rock Star' because of his involvement in Township issues and his energetic expansion of the town recycling program.

Recycling: Anoka County Solid Waste Specialist Sue Doll explained that Linwood's recycling program is a model for other communities in the county. The grant money to operate the recycling programs comes from garbage taxes collected by the State. Linwood is one of only a few communities to operate a yard waste site and organics drop-offs. Linwood's program added on a new recycling building to help organize the reuse programs such as Bridging, Bikes for Kids, and small engine repair. Anoka County has a state-imposed goal of recycling 75% of its trash by the year 2030.

Anoka Conservation District: Jamie Schurbon, reported on the joint efforts made by the Sunrise River Watershed Management Organization, the Anoka Conservation District and Linwood Township in caring for lakes and ground water in the township. Jamie explained lake water monitoring and rain gardens to intercept water runoff before going into the lakes. He explained that carp barriers are used to prevent carp migration to control spawning and the methods used for carp harvesting and management. There has been \$633,084 in grant projects benefitting area lakes. Interested residents for participating in updating the 10-year watershed plan were encouraged to contact the Anoka Conservation District office.

Wildlife Science Center: Peggy Callahan, founder of the Wildlife Science Center, reported that the Center is completely moved into their location in Linwood Township. Peggy explained their work in rescuing wolves, bears, cougars, birds and other animals. Their work with wolves benefits others who are working to protect endangered wolf species. The Center hosts youth turkey hunts, wild life students and traveling scientists. The Wildlife Science Center regularly holds programs for the public to learn more about the animals and their work.

Set the 2019 Levy: Phil Osterhus moved to set the 2019 levy at \$1,625,000.00; Cathy Hereau seconded. There was no discussion and all voted in favor; motion carried.


Town Board Supervisors' comments: Supervisor Mike Halliday thanked the staff for their extra efforts in preparing for the Annual Meeting. He stated that it is a privilege to be the only Township

in Anoka County and hold the annual meetings so the residents can set their property tax levy. He expressed his appreciation to all the staff, volunteers and committees that work to operate the township and provide services.

Supervisor Bob Millerbernd thanked the fire department, police department, office staff and maintenance for all of their hard work and dedication to the township.

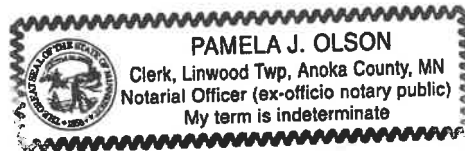
Set next Annual Meeting: Mike Pederson moved, and Shawn McLane seconded the motion, to set the next Annual Meeting at 7:00 p.m. on March 12, 2019 at the Linwood Town Hall. All ayes; motion carried.

Motion to adjourn: Mike Halliday moved and Ron Schally seconded the motion to adjourn the meeting. All voted in favor; motion carried. The meeting was adjourned at 8:48 p.m.


David Johnson, Moderator


Pamela Olson, Clerk

Approved on: March 12, 2019





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2019 Annual Meeting Minutes

Tuesday, March 12, 2019

Attendance: Based on the meeting sign-in sheets, the following 70 people were in attendance : Robert Millerbernd, Cary Sheppard, Sandy Lathrop, Terry McCarthy, Tom Searing, Dan Utecht, Craig Rylander, Charles Scripser, Stan Meyer, Cathy Hereau, Carol Searing, Nathan McCarthy, Randy Krebs, Dennis G. Mooney, Mike Halliday, Karen Kramer, Harvey & Merrie Glowaski, Tom & Bernie Sausen, Barbara Sletten, Mark Boyum, Marlys Ostlund, Harold Ostlund, Sandy Lee, Darryl Ballman, Jim Stockinger, Buck Broadbent, Brian C. Johnson, David M. Johnson, Michael Raml, Rhonda Sivarajah, Mary Falk, Steve Rattle, Jim Garrison, Warren Christy, Alice Christy, Kris Millerbernd, Carrie Luedtke, Tony DeChaine, Barb Zempel, Ted Zempel, Andy Luedtke, Ron Schally, JoAnn Schally, Judy Hanna, Randy Ridley, Ed Kramer, Tom Sausen, Jim Robinson, Tim Crea, Hank Senger, Steve Heitman, Tony Kvam, Jim Windingstad, Chuck Pearson, Phil & Mary Osterhus, Laura Kearns, Patrick Vogt, Robert Berg, Linda & John Carlson, Melvin J. Pfaffendorf, Paul & Susan Anderson, Donna & Dewayne Kelley, Craig & Kathy Lewis.

Call to order and approval of the agenda: The clerk, Pam Olson, called the 2019 Annual Meeting to order at 7:00 p.m. on Tuesday, March 12, 2019. The Pledge of Allegiance was recited.

Nominations for moderator: Nominations for Tom Searing and Mike Raml were made for moderator. Hearing no other nominations, nominations were closed. A hand vote showed Mike Raml with more votes. Mike Raml declined the moderator's position. Tom Searing accepted the position of moderator.

Introduction of the Board: Moderator Tom Searing introduced the town board supervisors as Mike Halliday, chair, Bob Millerbernd, vice chair, Ed Kramer, Tim Peterson and Carol Searing.

Approval of the agenda: Charles Scripser moved to accept the agenda as written; Tony DeChaine seconded. By a unanimous vote, the motion carried.

Approval, corrections and/or additions to the annual meeting minutes from March 13, 2018: Cathy Hereau moved to approve the minutes from March 13, 2018 as presented; Laura Kearns seconded. All ayes; the motion carried.

Financial report with budget & levy discussion: Clerk Pam Olson explained the 2018 revenue, expenses and 2020 proposed budget. The 2018 operating budget came in slightly over budget, due largely in part to the purchase of a fire tender truck. The 2020 proposed levy of \$1,650,000 is an increase of \$25,000 over the 2019 levy. Olson showed the last few years' budgets and that the budget includes increases in the capital funds to prepare for future major capital expenses. There was an opportunity for questions from the audience.

A resident questioned if it was possible to have a fishing pier on one of the lakes. Supervisor Halliday explained that the parks committee has looked into it. County Commissioner Rhonda Sivarajah noted that she would follow up to see what is involved in having a fishing pier.

Anoka County Sheriff: Lieutenant Dan Douglas, from the Anoka County sheriff's office, introduced Deputy Kvam, who is assigned to provide police services to the Township. There has been a significant reduction in meth drug crimes, while there is a marked increase in heroin and opiates. The Township receives an officer on duty for an 8 ½ hour per day shift. Lt. Douglas explained the County utilizes Lexis Nexis, a crime mapping service available on the Anoka County Sheriff's website. It identifies incidents and is updated weekly. There are more vehicle thefts in the winter due to people leaving their cars running, but the recovery rate is high.

Fire Department: Chief Darryl Ballman reported that the fire department responded to 261 fire/medical incidents in 2018, with an average response time of 9:45 minutes and average of six firefighters.

Assistant Chief Jim Stockinger reported that the firefighter's pension through PERA has passed the initial five year vesting period. Eligible firefighters will receive \$3,000 per year of service with the Linwood Fire Department as their retirement pension.

Assistant Chief Mike Raml explained the PSTrax system that the department is using for tracking all costs associated with purchases and maintenance records for vehicles, equipment and gear.

Assistant Chief Cary Sheppard described the process of purchasing the new 3,000 gallon tender truck from Custom Fire in Osceola, WI. The truck is plain, yet effective with a stainless steel frame and poly tank. The truck that was replaced was a 1974 Mack truck that had been borrowed from the DNR.

Linwood Fire Foundation Vice President Tim Crea informed the residents of the Foundation's donation of \$2,500 per year into a community scholarship endowment program. The criteria include being a Linwood resident, a graduating senior from any high school and going on to continuing their education. The first scholarship will be given this spring.

Road & Bridge: Supervisor Kramer reported that a majority of the maintenance employees' time is spent on roads and parks. The 2018 road project was to pave and stripe Beta Street, 239th and 237th Avenues. This year's project is out for bids to pave 233rd Avenue from Fontana Street to Typo Creek Drive. There were no questions from the audience.

Senior Center: Supervisor Kramer explained that of all the activities shown on the PowerPoint slide, only the Golden Club is for senior citizens over 55 years of age. The rest of the events are for all ages. Activities that were mentioned were the book club, yoga, Red Hatters, bingo, coffee club, painting class and Easter egg hunt. The School Forest committee, fire department and senior center collaborated to put on the Halloween party, which was a huge success with 148 kids, plus other family members. The multi-sport days brought school age children to the center to participate in intergenerational sports activities to keep them active. Melvin Pfaffendorf spoke about the township gardens that are maintained by local seniors.

Recycling: Supervisor Kramer reported that the recycling program took in 635 tons of recycling. There are 115 people signed up for the organics program, which takes in about 300 pounds of food waste per week. Last year the recycling program was supported by approximately \$50,000 in grant funds from the Anoka County SCORE program. Paper shredding is available during office hours and

on Saturdays during the recycling hours. The recycling center is open Tuesdays 1:00-5:30; Thursdays and Saturdays 8:00-noon. The residents gave a round of applause for Ed Kramer and his volunteers at the recycling center.

Parks and School Forest: Parks Chairman David Johnson reported that in 2018, the Broadbent Park tennis courts were resurfaced and striped for tennis and pickle ball courts. An Eagle Scout constructed and donated a box for equipment, as well as conducting pickle ball clinics during Linwood Family Fun Day. This year, the plan is to crack seal and seal coat other basketball courts in various township parks. The Parks committee plan to conduct a medallion hunt in the parks leading up to the Linwood Family Fun Day event. The committee will be discussing ideas for the undeveloped park land owned by the township.

School Forest Committee Vice President David Johnson explained some of the many activities available in the School Forest and Community Park such as winter hikes, candlelight hikes, cross-country skiing and tapping for maple syrup. David expounded on the Halloween party that was held in the School Forest. The committee sells Metro Dining Cards as its main fund raiser to fund their park activities. There is no tax-payer money used to support the School Forest. It is all volunteers that clear trails and maintain and improve the park.

Town celebrations and recognition of service: Supervisor Bob Millerbernd explained that spending money for Linwood Family Fun Days, intergenerational activities and showing appreciation for volunteers require approval of the electors. Laura Kearns moved to spend up to \$20,000 for community celebration and volunteer recognition expenditures; Cathy Hereau seconded. By a unanimous vote, the motion carried. Millerbernd stated that volunteers are difficult to get and encouraged the residents to attend the Linwood Family Fun Day meetings on the first Monday of each month.

Request for funds for health, social and recreational services: Supervisor Bob Millerbernd explained that the town board can do a contract-for-service with non-profit organizations if the voters approve an amount at the annual meeting. Hank Senger moved to approve spending up to \$1,000 in 2020 for health, social and recreational services; Melvin Pfaffendorf seconded. All ayes; the motion carried.

Anoka County Commissioner: County Commissioner Rhonda Sivarajah explained the work being done on Fawn Lake Drive to improve visibility and safety issues. Among other topics, Commissioner Sivarajah informed the residents that Anoka County, in cooperation with Connexus Energy and Metro North Chamber of Commerce, are working to identify industries that would make Anoka County unique to attract businesses to the county. This will help to create more local jobs and reduce commuting times.

Anoka County is working with MNDOT to assess and improve County Road 22 (Viking Blvd) as a major east/west corridor traveling through the county.

District 31B Representative Cal Bahr: Representative Cal Bahr discussed various topics happening at the capital. Among the topics were road funding stream for townships, stronger legislation to protect townships from annexation, the Met Council and grant money for broadband coverage in greater Minnesota.

Set the 2020 levy: Phil Osterhus moved to set the 2020 levy at \$1,650,000.00; Laura Kearns seconded. There was no discussion and all voted in favor; motion carried.

Town Board supervisors' comments: Supervisor Bob Millerbernd expressed his gratitude for the staff that works to operate the township and provide services.

Supervisor Halliday thanked the residents for attending the annual meeting and what a privilege it is to sit down as a community to decide what their taxes will be and how to run the township.


Supervisor Searing asked that residents evaluate the website and send their feedback to her.

Supervisor Peterson stated that it was an honor to serve the residents of Anoka County's last township, where we still have grassroots government.

Set next Annual Meeting: Charles Scriptor moved, and Laura Kearns seconded the motion, to set the next Annual Meeting at 7:00 p.m. on March 10, 2020 at the Linwood Town Hall. All ayes; motion carried.

Planning and Zoning Chair Joe Dolphy encouraged residents to attend not only town board meetings but also the planning and zoning committee meetings where residents can give their input on the ordinances as they are being developed.

Motion to adjourn: Laura Kearns moved and Cathy Hereau seconded the motion to adjourn the meeting. All voted in favor; motion carried. The meeting was adjourned at 8:58 p.m.


Tom Searing, Moderator


Pamela Olson, Clerk

Approved on: March 10, 2020

