

**SAN FRANCISCO TOWNSHIP BOARD**  
**MONTHLY MEETING MINUTES**  
**April 8, 2024**

5:45pm Board reviewed and approved claims for payment.  
6:00pm Pledge of Allegiance.

- Additions to the agenda?
  - Heidi mentioned discussing the next Newsletter. (New business)
  - Need to have the board accept the “Resolution Approving the 2024 Tax Levy” for 2025
- Reviewed meeting minutes from March Monthly Township meeting.
  - **Larry made a motion to accept the March 2024 meeting minutes. Scott seconded. All in favor. Motion carried.**

Open Forum

- Public comments (2 min ea.)
  - None
  - Larry made a motion to close public comments. Andy seconded. All in favor. Motion carried.

Treasurer's report

- Checking on 4/8/24:
  - \$116,499.16
- CDs: Total is now \$663,942.72.
  - \$150,000.00 @ 5.15%; Not 3-month maturity as originally intended but actually 6 months per bank error. Leaving as is.
  - \$250,000.00 @ 4.90%; 6-month maturity
  - \$263,942.72 @ 4.53%; 12-month maturity
- Grant
  - \$2,759.82
- ARPA
  - \$75,251.24
- **Andy made a motion to approve the treasurer's report. Scott seconded. All in favor. Motion carried.**
- Resolution to accept the 2025 levy.
  - **Larry made a motion to accept the resolution approving the 2024 tax levy for 2025. Andy seconded. All approved. Motion carried.**

Planning and Zoning

- Second driveway application review for – Eric Loomis @17185 Koepp Drive
  - Will need another driveway permit.
  - **Scott made a motion to approve the Loomis 2<sup>nd</sup> driveway permit. Larry seconded. All Approved. Motion carried.**
  - Andy mentioned a new culvert needs to be installed at Koepp Drive and the board is still looking at logistics for access once the replacement occurs.
- Driveway for Roger Falkenstien
  - **Larry made a motion to approve the request for a new driveway and SFT will be charging the normal fee. Andy seconded. All in favor. Motion carried.**
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- Is there a specified width for a new driveway?
  - Is there max width for a driveway entrance, the county has asked. There is not as long as there is a culvert underneath. Scott mentioned it should be a minimum of 15' Language for new field report permit: field approach permit of no wider than 60 feet with culvert under extending 2' on either side of the maximum width. Minimum is still 15'. Heidi will update documentation.

### Road & Bridge Report

- Dust coating 2024
  - Township will not be providing as per the March meeting approved motion.
- ROW utility requirements/ Poles along Market do they have other specs?
  - **Scott made a motion to keep the guidelines the same as any other ROW permit that comes in and continue same requirements as under and above ground utilities. Andy seconded. All approved. Motion carried.**

### Old Business

- Ramp status.
  - Getting close to completion. Brick work and concrete work are lined up. Estimate completion to be ready for inspection by the end of next week.
  - Scott discussed moving the gas line, so it does not go under the concrete.
  - **Scott made a motion to move the gas tank further to the north. Larry seconded. All approved. Motion carried.**
- Fire extinguishers
  - Scott has a call into Tony Dauwalter for two. He would like to purchase non-freezable fire extinguishers.

### New Business

- Co Rd 40 closure – county dust coating on 188<sup>th</sup> and 182<sup>nd</sup>
  - Heidi will notify the county that they will need to do that as the township has no program.
- Meeting dates for 2024, Oct and Nov dates are holidays.
  - Those months the meetings will be the third Monday at 6:00.
  - Scott noted that the Chaska herald is shutting down April 25<sup>th</sup>.
- MAT vote at short course
  - Some discord about voting at short courses.
- Claudine will be creating the next newsletter. She would like to add an explanation as to why the meeting times have changed.
- Road review meeting set for Thursday on April 11<sup>th</sup> at 4:30.
- Andy setting up a demo for a new road grader, to include Dig Rite. Will let Heidi know when.

### Notes from the Clerk

- Metronet internet installation point of building entry
  - Scheduled 4/9 at 8AM and 3PM
- April 22<sup>nd</sup> Fire Meeting – Pay for meeting?
  - Guidelines of appointed Supervisor only attend.
    - Supervisors commented that other townships send the whole board as well.

**7:10 p.m. Scott made a motion to adjourn. Andy seconded. All in favor. Motion carried.**