Greenvale Township Regular Board Meeting
Thursday, April 16, 2026

Call to order at 7:00 pm – Adjourn 8:41 pm

Board Members Present: Supervisor Anthony (Tony) Rowan, Vice Chairperson Scott Norkunas, Supervisor Joylee (Joy) Royle

Approve Agenda – Add the items to new business of ADA website compliance, RFQ for Planner and Attorney
Joy motion to approve, Scott Second – carried unanimously

Approve Minutes for the March 19th Board Meeting
Tony motion to approve – Scott Second – carried unanimously

Public Comments

- Erv Ulrich: 28255 Holyoke Court – spoke regarding support for the board
- Mark Legvold: 315th Street West – Thanks to the members and those that have served – advocate for the Clerk pay increase
- Linus Langer: 320th Street – Thanks for the 6 pm meeting time
- Greg Langer: 7050 320th Street – 25th is Earth Day – Health Food Magazine – NCRWS
- Bruce Paulson: Move the election days to November instead of March

Treasurer Report – Wayne Peterson

- Treasurers Balance and report as provided in the public packet and was reviewed with the board.
- Ending Balances
    - Checking - $8,247.30
    - Savings - $4,115.59
    - CDs Community and Castle Rock - $73,722.27
    - 4M fund - $226,084.82
- Total ending balance $312,169.98

Tony motion to approve $10,000 from the 4M account to move to the checking – Scott Second – carried unanimously

- Void checks – still having printing problems as well as 8993 VOID APG – duplicate payment

Tony motion to void 9049 through 9054 and 8993 – Joy Second – carried Unanimously

- Shredding Event in Northfield, as well as Castle Rock Bank and Dakota County Library
- Adjustment to the Checking Account to account for Interest from a CD

- 4M account yield for the month
- State and Local Fund report $91,797 awarded SLFRF – one more report will be required

Scott motion on the to approve the Treasurer's report – Joy Second – carried unanimously

Tony motion to approve the claims were approved as presented in the public packet – Scott *seconded the motion – carried unanimously*

North Cannon River Water Management Organization (NCRWMO) Report – Wayne Peterson

- Quarterly meeting held on 4/15 – full minutes and financials were presented in the public packet
- After the public comment at the meeting – proposed quarry in Waterford was the hot topic at the meeting, open house was held for review and comment – Victoria wrote 4 pages of comments on the proposed quarry about the water that is to be off set from the Quarry, the board approved questions to send to the Proposed Quarry Owner – water is to be 750 gallons per minutes – 25x the amount of water that the Niagara bottling company is taking out of the aquafer in Elko New Market
- Carry Jennings has volunteered to be a monitor for Chubb Lake – They are purchasing a tool to monitor the oxygen – St. Olaf and Carleton have studied the lake as well
- The Watershed had 45 projects ag projects in 2025 – The programs offered are very effective and this has increased the interest
- Greenvale pays the most dues and has the most land area in the Water Shed – The way to recapture this is to apply for the grants and programs available through the watershed
- July 17th is the next meeting – the Damn at Lake Byllesby has been proposed as well as Mt Olivet

Clerk Report

- The township has received new voting equipment and training is scheduled with Dakota County for May, request to approve training for Clerk and Head Election Judges. Tony Motioned to approve – Joy Second – carried unanimously
- The annual billing is due for the township Adobe software subscription. Joy Motioned to approve – Scott Second – carried unanimously

Planning Commission

- Keep the Planning Commission May meeting on the same date, rather than moving to the proposed date at the PC meeting
- **Boyum Permit** – planning commission recommended for approval

Scott motioned to approve permit for PID 16-01100-27-012 – Tony Second – carried unanimously

- **Johnson Permit** – Builder is Northfield Construction – The property does have a development rite that is in order – Planning commission recommended approval. Board had questions on the driveway locations – they did an application for the driveway – Charlie Anderson did review and approve the driveway where it is placed – It will need a variance from the ordinance as the minimum and maximum requirements and driveway separation distance between adjacent parcel

PC and Board will look at the definitions around the driveway parameters in order to make sure there are clarity going forward

Tony motioned to approve 16-01900-77-021 – with a variance for the driveway to be brought back to the planning committee – Temporary driveway allowance until it can be approved – Joy second – carried unanimously

2050 Planning Consortium April 23rd Clerk to post the meeting – there may be a quorum of supervisors at the meeting – At this meeting they will be meeting with WSB as the planner and it will be to review their ability to help the Consortium of townships with the planning.

Road Commission Report

- There are still Beavers on 285th – they are digging into the road bed and plugging the culvert – the DNR has trapped some, they have asked that the township remove the blockage to get the beavers back to work so they will be more active and they can trap them.
- Identified another beaver dam at 305th and Isle
- Compiling a list of what needs to be done on the roads in 2026 – This will be covered on the 18th at the Road Commission meeting
- There is a sink hole on Idalia – it is likely a buried culvert that is causing the sinkhole
- Parking lot quotes will be reviewed on the 18th at the Road Commission Meeting

Buildings and Grounds

- Water is improving but we need to let the water cycle through the water softener

Old Business

Interviews for Planning Commission

Question 1: Biggest opportunities or challenges that we are facing in the township in the next 1 to 3 years.

Question 2: Would you be interested in taking over the Chair position in the future after current chair term is over.

- Bruce Paulson – 1. Sees the planning issues that we will be facing in the next 5 years – cohesiveness between the commission and the supervisors – getting a handle on finances and recommended to change lawyers; 2. Would not be interested in the Chairman role

- Stuart Berg – 1. The biggest challenge is growth, we don't want to give up good farm land, but how do we increase the tax base in a constructive way; annexation has us losing our tax base to the city of Northfield, wants to see more development in the township; 2. not interested in being the PC position, leery of the role
- Linus Langer – 1. Sees the 2050 plan is the biggest item that has to be handled, would be diligent about saving money and work with the legal requirements for *zoning; addressing ethical issues that are costing money; 2. Was disappointed when* they created that role and the administrative role should be removed from the PC role, would only be interested with the adjustment.
- Greg Langer – 1. Actively involved in the 2050 plan, knows the process and the procedure, concerned that we do not responsibly place homes in our township, be aware that we do not have annexation agreement with Northfield, this is a concern – work on this agreement with the city; 2. Yes would be interested in being the chair for the commission
- Craig Host – 1. Removing the language that if it is not permitted it is prohibited – our biggest challenge is to protect our township; bring the people together to have a civil conversation, with the right leadership we can come together and have constructive conversations; Concerned about the number of people that own more than 40 acres in the township and they do not live here, their decisions will impact the people that live in the community – interested in the 2050 plan and ensure that communities are encroaching on ag land – aging society with a dropping birth rate; 2. would consider being the chair of the committee
- Mike Carlier – did not appear for interview

Road Commission – Board decided they will not be doing any interviews for the road commission as there is a 5 member committee in place even with Rowan leaving the commission.

Cannon River Watershed – no interview necessary due to the knowledge of the applicants

Resident Motions from the annual meeting – will be addressed in the May meeting

Peterson Driveway/Culvert

- culvert was paid for by the Township and the state statue states that the resident is responsible for the cost – the resident has agreed to reimburse the township for the cost

Tony motioned to bill the resident for the culvert – Joy second – carried unanimously

New Business

Document Turnover Work Session

- Requested a 6pm meeting for work session prior to the May board meeting – start with the three boxes from Anderson and address others that are in the file room.

ADA Compliance for Website / Technology

- *We need to address the .gov for the website*
- Need to get the work done this year to get the meta descriptions in place

Scott motioned to organize a meeting with current contractor – Tony Second – carried unanimously

Policy and Procedures manual for the Supervisors

Scott would like to move forward with policy and procedures – Tony second – unanimous

Planner and Attorney Quotes

Request for Clerk to send formal RFQ to planners and attorneys to be considered at the May meeting.

Board Reorganization

Board Supervisors

- Tony motioned for Joy to be elected Vice Chairperson; Scott seconded the motion – carried unanimously

Board Liaisons

- Tony motioned for Joy to be the planning commission liaison; Scott seconded the motion – carried unanimously
- Scott motioned for Tony to be the road commission liaison and to consolidate to one person across the road commission; Joy seconded the motion; carried unanimously
- Joy motioned for Scott to be the Building and Grounds liaison; Tony seconded the motion - carried unanimously

Township Liaisons

- Tony nominated Dean Odette to be the Fire liaison; Scott seconded the motion – carried unanimously
- Tony nominated Bruce Paulson to be the North Cannon River Watershed Management (NCRWMO) liaison; Joy seconded the motion; carried unanimously
- Scott nominated Wayne Peterson to be the alternate for NCRWMO; Tony seconded the motion - carried unanimously

Zoning Administrator

- Tony motioned that the Clerk and Planning Commission Chair work together on applications – request that the PC and Clerk create a process and bring it to the board; Joy seconded the motion – carried unanimously

Web Administrator

- Tony recommended that we remove the position; Joy seconded the motion; carried unanimously
  - Discussion that we could use professional services to address moving the website to a .gov site as well as work on the ADA compliance for the website.

Data Requests Designee

- Tony motioned to have the clerk be the contact for township data requests; Joy seconded the motion – carried unanimously

Township Attorney and Planner

- Table the attorney designation until May while we receive responses to the Request for Quote that was sent out to attorneys
- Table the planner selection while we wait for the selection of a planner for the consortium and put out additional Requests for Quote for Greenvale

Building and Septic Inspector

- Scott motioned to retain Beaver Creek as the Building Inspector for Greenvale for 2026; Tony seconded the motion – carried unanimously
- Tony motioned to retain Beaver Creek as the Septic inspector for 2026; Scott seconded the motion – carried unanimously

Posting & Publication

- Joy motioned to approve continuation of posting on the board at the town hall as well as the website for notices; Scott seconded the motion – carried unanimously
- Tony motioned for Northfield News to be the posting location for legal notices; Joy seconded the motion – carried unanimously

Polling Place

- Tony motioned to keep the polling place at the town hall located at 31800 Guam Avenue, Northfield; Joy seconded the motion – carried unanimously

Partners & Financial Institutions

- Financial institutions were discussed during the treasurers report. Tony motioned for continued use of current financial institutions, which are Castle Rock Bank, Community Resource Bank and 4M Fund; Scott seconded the motion – carried unanimously

Township Board

Meeting Schedule

- Tony motioned to keep the meeting on the Third Thursday of the month at 7 pm; Scott seconded the motion – carried unanimously
  - Greenvale will observe the federal holiday schedule, the following holidays the township offices will be closed
  - New year's day; Martin Luther King Jr Day; Washington's Birthday; Memorial Day; Independence Day; Labor Day; Columbus Day; Veteran's Day; Thanksgiving Day; Christmas Day

Compensation

- Board of Supervisors – Tony motioned to keep compensation the same for 2026; Scott seconded the motion – carried unanimously
  - Discussion regarding pay: since the budget was cut there is no reason to have wage increases; proposed to move pay frequency to quarterly rather than monthly to reduce administrative costs.
  - *Rates are $80 per meeting; Training $80 for half day/$160 for full day* training; mileage reimbursement is allowed for meeting participation outside of the township or to monitor road condition within the township
- Treasurer – Tony motioned to keep the pay as is for 2026 and remove the quarterly payment in favor or hourly rate for the treasurer; Joy seconded the motion – carried unanimously
  - Rates are $80 per meeting; Training $80 for half day/$160 for full day; Hourly rate of $30 per hour; mileage reimbursement is allowed for meeting participation outside of the township
- Clerk – Tony motioned to remove the quarterly amount in favor of tracking hours with a recommendation to pay the clerk a $30 hourly rate as the treasurer; Joy seconded the motion – carried unanimously
  - Rates are $80 per meeting; Training $80 for half day/$160 for full day; Hourly rate of $30 per hour; mileage reimbursement is allowed for meeting participation outside of the township
- Web Administrator – Scott motioned to remove this role; Joy seconded the motion – carried unanimously
- Deputy Clerk & Treasurer – Tony motioned to maintain the deputy clerk and treasurer pay rates; Joy seconded the motion – carried unanimously
  - Rates are $80 per meeting; $20 per hour for work outside of meetings
- North Cannon River Watershed Management Org Representative – Tony motioned to pay $80 per NCRWMO meeting for the representative; Joy seconded the motion – carried unanimously
- Consortium for 2050 – Greenvale will participate in this consortium based on resolution 2026-03

Road Commission

Meeting Schedule

- Tony motioned to continue a quarterly meeting schedule for the road commission; Joy seconded the motion – carried unanimously

Compensation

- Road Superintendent - Tony motioned for the road superintendent to receive $80 per meeting and $20 per hour for work outside the meetings; Joy seconded the motion – carried unanimously
- Road Commission Members – Tony motioned for the road commission members to be paid $50 per meeting and $20 per hour for work outside the meetings – Joy seconded the motion – carried unanimously

Planning Commission

Meeting Schedule

Discussion around moving the planning meetings to Tuesdays to allow a bigger gap between the PC meeting and the Board meeting. Board meetings were moved to Thursday to allow the County representative to attend meetings

- Tony motioned to keep the planning commission meeting on the Second *Thursday of the month; Scott seconded the motion – carried unanimously*

Compensation

- Planning Commission Chair Scott motioned to continue PC chair compensation at $80 per meeting and $20 per hour for work outside of meetings
- Planning Commission Members: Tony motioned to continue PC member compensation at $65 per meeting and $20 per hour for work outside of the meetings

Election Judges

Compensation

- Head Election Judges: Tony motioned to increase pay to $25 per hour for head election judges; Joy seconded the motion – carried at 2-1-0 with Scott rejected the motion
- Election Judges: Tony motioned to continue pay at $15 per hour; Scott seconded the motion – carried unanimously

Policy Review Items

- Federal Mileage reimbursement rate will increase from $0.70 per mile to $0.725 per mile
- Record Retention Policy will be reviewed at the May meeting working session
- Spending authorization for Road and Planning commission will be discussed at the May meeting

Appointment to the Planning Commission

- Scott motion for Stuart – not seconded
- Tony motion to have Craig Host fill the open position– Seconded by Joy – carried with 2-1-0 vote with Scott rejecting the motion

Adjourn – Joy motion to adjourn the meeting – Tony seconded – carried unanimously

Adjourned at 8:41

Reviewed

Thyra Nelson, Clerk

Approved

Tony Rowan Chairperson