

**Greenvale Township Board of Supervisors
Agenda June 18, 2025
Regular Meeting
Time: 7:00 PM**

Call meeting to order

Pledge of Allegiance

Approve Agenda

Approve Minutes:

April 17, 22, May 8, June 2, June 2

Public Comments

Treasurer Report

- Budget Work Group Request

Clerk Report

- Copier
- Training Request

Planning Commission

- 28639 Property Split
- Cannabis

Road Report

- Parking Lot bid
- Gravel
- Grading
- Dust Control
- Mowing bids
- Vendor/Supervisor Communication Procedure
- Dismantling Beaver Dams
- Co Rd 46 Update

Buildings and Grounds

Old Business

New Business

- Election Cost Share Resolution
- Gift Resolution GT 02-2025
- Gift Resolution GT 03-2025
- Email policy

Adjourn

Greenvale Township Regular Town Board Meeting **Draft**

Date/Time:	17-Apr-25
Meeting Location:	Greenvale Town Hall
Regular Meeting:	Start Time: 7:02 Recess: 9:50
Board Members Present:	Chairperson Charles Anderson, Supervisor Scott Norkunas, Supervisor Joylee Royle
Board Members Absent:	none
Others Present:	See attached
Item	
Call to Order/Pledge	Chairperson called the meeting to order and pledge was recited
Approve Agenda Motion to Approve: Second: Yea/Nay	Approve agenda w/o change Chair Anderson Supervisor Norkunas Passed Unanimously
Approve Previous Meeting Minutes Motion to Approve: Second: Action on Motion	Motion to approve March 20 meeting minutes Chair Anderson Supervisor Norkunas Motion Carried 2-0-1; Royle Abstain - wasn't on board at the time
Introduction of new Officers	Clerk Legvold and Supervisor Royle both introduced themselves as new officers
Introduce Guests	Victoria Ranua from North Cannon River Watershed Management, Deputy Sheriff Duane Begay
	Deputy Begay reported on ongoing issues re: awareness of crime, road restrictions are lifted, Dak Co new mental health convinement facility and requested input on how dept can help. Supv Norkunas suggested road speed tracking sign on 320th Ms Ranua gave update on activities of NCRWMO including information on Data Centers and actions within the township of importance, including that Greenvale is important, due to many creek headwaters in Twp. 2025 the watershed management plan was adopted, making Chub Creek a priority. There is a great deal of help available for water quality projects, she encouraged more robust participation within the township. NCRWMO will work with landowners directly on cover-crops, grass waterway, native prarie restoration and harvestable covers. Information on NCRWMO will be posted on the Township Webpage
Treasurer Report Motion to Approve: Second: Action on Motion	Wayne Peterson presented financial report and Payroll and claims for approval. Timliness of reports for board review was stressed Motion to approve Financial Report and Bank Statement as of March 31, 2025 Chair Anderson Supervisor Norkunas Passed Unanimously
Motion to Approve: Second: Action on Motion	Motion to approve payroll and claims for approval Chair Anderson Supervisor Royle Passed Unanimously

Greenvale Township Regular Town Board Meeting **Draft**

Clerk Report	<p>Clerk reported new information on elections from meeting he had with county</p> <ul style="list-style-type: none"> -County believes we are already compliant with new presidential mandates, but continues to research and seek guidance -Tabulator costs will now be shared with school district, county and twp; district now contributing 5% of costs (used to be 50/50) -New election equipment coming in 2026, with cost of approx \$3,200 due by twp - \$640 over 5 years. Current equipment is from 2015. County is covering front costs to allow twps to make payments <p>Clerk normally working in office from 7-10 AM M-Wed, home hours vary.</p> <ul style="list-style-type: none"> -Advertising for Deputy Clerk is on webpage -Clerk requested funding for purchase for Adobe Pro, Go-to Meeting update, and a case for donated AED, will work with Dean Odette on best location for AED, pads will need to be replaced in June - training for citizens was suggested <p>Upcoming meeting dates were updated from public packed and briefed to be included in upcoming visual format</p>
Motion Motion to Approve: Second: Action on Motion	<p>Motion to approve purchase of AED, pocket mask up to limit set at \$200.00</p> <p>Chair Anderson Supervisor Royle Passed Unanimously</p>
Motion Motion to Approve: Second: Action on Motion	<p>Motion to purchase Adobe Pro for Teams @\$266.28/yr</p> <p>Chair Anderson Supervisor Royle Passed Unanimously</p>
Motion Motion to Approve: Second: Action on Motion	<p>Motion to purchase Go-to-Meeting license at \$192.00 when due</p> <p>Chair Anderson Supervisor Norkunas Passed Unanimously</p>
Motion Motion to Approve: Second: Action on Motion	<p>Approve Clerk Report</p> <p>Chair Anderson Supervisor Royle Passed Unanimously</p>
Planning Commission Motion Motion to Approve: Second: Action on Motion	<p>PC Chair Malecha presented Commission Report. One application was presented for approval from Sharing our Roots Farms for an ag building. A recommendation for a resolution regarding cannabis that modeled Eureka was brought forward for approval</p> <p>Motion to approve application by Sharing our Roots farms for ag building</p> <p>Supervisor Norkunas Chair Anderson Passed Unanimously</p>
Motion Motion to Approve: Second: Action on Motion	<p>Motion to table adoption of resolution on Cannabis to May's meeting to allow for further research</p> <p>Supervisor Norkunas Supervisor Royle Passed Unanimously</p>
Motion	Motion to accept Planning Commission report

Greenvale Township Regular Town Board Meeting **Draft**

Motion to Approve:	Supervisor Norkunas
Second:	Chair Anderson
Action on Motion	Passed Unanimously
New PC Member	5 applications were received for 2 positions on the Planning Commission.
Discussion	All 5 applicants were present for interviews prior to board meeting. -Supervisor Anderson contacted many residents regarding job current chair had done and received favorable responses, believes that if a member has done a good job, they should be allowed to continue
Motion	Motion to appoint Ken Malecha to continue serving on PC
Motion to Approve:	Supervisor Norkunas
Second:	Chair Anderson
Action on Motion	Passed 2-1-0; Royle voted Nay - wants new people on PC
Motion	Motion to appoint Randy Delzer
	Discussion included Delzer's outstanding qualifications in construction, ability to balance PC
	Further discussion by Norkunas regarding if current members are doing a good job, they should be able to continue
Motion to Approve:	Supervisor Royle
Second:	Supervisor Norkunas
Action on Motion	Motion Failed 1-2-0; Norkunas and Anderson wish to keep former members, satisfied with job performance
Motion	Motion to appoint Victor Volkert to continue on PC
	Royle believes a fresh perspective would be beneficial, and questions need for Volkert to abstain due to his occupation as a real estate broker.
	Anderson believes he abstains only when necessary and that he's done a good job and should have the opportunity to continue
Motion to Approve:	Chair Anderson
Second:	Supervisor Norkunas
Action on Motion	Passed 2-1-0; Royle voted Nay - wants new people on PC, and Volkert's need to abstain from votes due to Real Estate Business
Comments:	All applicants were thanked for their time and desire to serve the community
Road Report	Mark Malecha delivered the road report
	-Requested to receive updated budget items on a monthly basis. Clerk and Treasurer will provide
	-Discussed upcoming road tour and meeting on Apr 19th
	Discussed blading and re-shaping of roads after winter and current positive state of roads overall in the township.
	Brought forward several requests for approval by board
Motion	Road Supt will direct reclaimer as needed with a cap set at \$4,000
Motion to Approve:	Chair Anderson
Second:	Supervisor Norkunas
Action on Motion	Passed Unanimously
Motion	Approve \$55,000 for the use of Durablend application for dust control in the township
Discussion	Discussion of quote received and chemical to be used, as well as timing of application was discussed. Road Supt will have discretion to apply when best needed for roads
Motion to Approve:	Supervisor Norkunas

Greenvale Township Regular Town Board Meeting **Draft**

	Second: Chair Anderson Action on Motion: Passed Unanimously
Motion Motion to Approve: Chair Anderson Second: Supervisor Royle Action on Motion: Passed Unanimously	Motion to approve funding for narrow bridge signs for Isle Ave set at \$500.00
Motion Discussion Motion to Approve: Chair Anderson Second: Supervisor Royle Action on Motion: Passed Unanimously	Motion to spend up to \$15,000 for tree trimming based on quote received, provided appropriate notification is made Need to notify land owners adjacent to right of way to achieve necessary permissions was stressed. Clerk with work with Road Supt to ensure compliance
New Business Township Cleanup Day Discussion	Comments: Supv Anderson req road committee discuss minimum maintenance roads at their Apr 19th meeting Cleanup day is set for July 12th, grant approval is forthcoming from the county
Motion Motion to Approve: Supervisor Royle Second: Chair Anderson Action on Motion: Passed 2-0-1, Norkunas abstains due to his status as donator	Motion to approve resolution accepting gift of AV equipment and notify appropriate parties
Motion Motion to Approve: Chair Anderson Second: Supervisor Royle Action on Motion: Passed Unanimously	Comments: Supv Anderson spoke to amount of levy approved by citizens at annual meeting, that due to the approval of amount less than requested by board, adjustments would need to be made. Comments regarding ordinance change back to verbiage of "if not permitted, then prohibited" be added back. Anderson suggests citizens follow proper procedure for change to ordinance. Royle suggests adding it back Motion to move discussion of resolutions made in annual meeting to May agenda
	Comments: Comments regarding MAT training -Royle and Legvold attended initial training, both learned a great deal -Anderson commented on lack of good training in early session, but good information gained in second half, specifically as applied to minimum maintenanc roads, need to apply for fire funding grant programs Treasurer Peterson noted need for twp to comply with family leave program new MAT dues proposal was discussed and would be added to the webpage for community viewing

Greenvale Township Regular Town Board Meeting **Draft**

Citizen Comments	<p>Alison Bartlet thanked board for deliberating on Cannabis, upcoming cleanup day and thanked donors</p> <p>-Further comments by Bartlet regarding concern for following PC proceedure regarding chair position only being allowed for 2 years. Malecha has served since Aug of 2022</p> <p>-Vicky Langer appologized for comments at regarding flag ettiquite and is glad we comply</p> <p>-Tim McNeary commented on PC members early opposition to the commission, but now they serve within the commission</p> <p>-Ken Malecha commented on thankfulness for service by former Supervisor David Roehl and former Clerk Tammy May</p>
Motion to Recess Motion to Approve: Second: Action on Motion	Motion to recess to 7:00 PM on Tuesday April 22, 2025 Chair Anderson Supervisor Royle Passed Unanimously
Meeting Reconvened	
Date/Time:	22-Apr-25
Meeting Location:	Greenvale Town Hall
Regular Meeting:	Reconvened Time: 7:03 Adjourn: 8:25
Board Members Present:	Chairperson Charles Anderson, Supervisor Scott Norkunas, Supervisor Joylee Royle
Board Members Absent:	none
Others Present:	See attached
Item	
Call to Order/Pledge	Chairperson called the meeting to order and pledge was recited
Special Reorganization minutes attached: 8 pages	
Reviewed:	Approved:
_____ Mark Legvold, Clerk	_____ Charles Anderson, Board Chair

Board of Supervisors		
	Chair	Vice
2024	Anderson	Norkunas
Motion for 2025/26	Anderson	Norkunas
Motion/2nd	Norkunas motion, Anderson 2nd	Anderson motion, Royle 2nd
Vote count	Passed Unanimously	Passed Unanimously
notes/discussion		

Board Liaisons						
	Planning Commission	Roads primary Liaison	Roads, Bridges Gravel, Chloride, Grading, Snowplowing	Roads and Bridges - trees and ditches mowing, weeds	Roads and Bridges - culverts and signs	Buildings and Grounds
2024	Norkunas		Roehl	Anderson	Norkunas	Roehl
Motion for 2025/26	Anderson	Norkunas	Norkunas	Anderson	Royle	Royle
Motion/2nd	Norkunas motion, Royle 2nd	Norkunas motion all 4 position within roads as noted, Anderson 2nd				Anderson motion, Norkunas 2nd
Vote count	Passed Unanimously	Passed Unanimously				Passed Unanimously
notes/discussion						

Township Liaisons				
	Fire	NCRWMO - primary	NCRWMO - alt	Building Septic Inspector
2024	Dean Odette	Wayne Peterson	Tom Wirtzfeld	Jane Dilley
Motion for 2025/26	Dean Odette	Wayne Peterson	Tom Wirtzfeld	Mark Legvold
Motion/2nd	Anderson motion, Royle 2nd	Anderson motion for both NCRWMO primary and alternate, Norkunas 2nd		Royle motion, Anderson 2nd
Vote count	Passed Unanimously	Passed Unanimously		Passed Unanimously
notes/discussion	Anderson will go if needed			

Zoning Admin

2024	Town Clerk
Motion for 2025/26	Town Clerk
Motion/2nd	Royle motion to remain with clerk in collaboration with Ken Malecha as needed - Norkunas 2nd
Vote count	Passed Unanimously
notes/discussion	

Web Administrator	
2024	Jessica Bodnar
Motion for 2025/26	Creation of new position, web administrative assistant and pay set at @20/hr
Motion/2nd	Anderson motion, Royle 2nd
Vote count	Passed Unanimously
notes/discussion	Discussion regarding board management in content on web page, policy will be reviewed if necessary

Data Requests Designee	
2024	Clerk
Motion for 2025/26	Town Clerk
Motion/2nd	Anderson motion, Royle 2nd
Vote count	Passed Unanimously
notes/discussion	

Township Attorney		
	Primary	Secondary
2024	Couri and Ruppe	Ryan Blumhoefer of Schmitz and Ophaug LLP
Motion for 2025/26	Couri and Ruppe	Ryan Blumhoefer
Motion/2nd	Anderson motion to remain with both primary and secondary attorneys, Norkunas 2nd	
Vote count	no action taken	
notes/discussion	Royle - wishes to table in favor of researching different, less expensive options	
Motion/2nd	Anderson motion for primary and secondary attorneys to remain in place until further review, Royle 2nd	
Vote Count	Passed Unanimously	

Township Planner	
2024	Bolton & Menk
Motion for 2025/26	Bolton & Menk
Motion/2nd	Anderson motion to keep planner as Bolton and Menk - Norkunas 2nd
Vote count	No action taken
notes/discussion	Royle wishes to review further
Motion/2nd	Anderson motion for B & M to remain in place until further review, Royle 2nd
Vote Count	Passed Unanimously

Building Inspector, Septic Inspector	
2024	Beaver Creek Companies
Motion for 2025/26	Beaver Creek
Motion/2nd	Norkunas motion to keep Beaver Creek as as both building septic inspector, Anderson 2nd
Vote count	Passed Unanimously
notes/discussion	

Meeting Schedule			
	Board of Supv	work session	PC
2024	3rd Thurs	eliminated	2nd Thurs
Motion for 2025/26	3rd thurs		2nd Thursday
Motion/2nd	Royle motion to keep meetings as is, Anderson 2nd		
Vote count	Passed Unanimously		Passed Unanimously
notes/discussion	Schedule will be created through April with proper dates for both board and PC		

Posting for meetings	
2024	Message board outside Town Hall
Motion for 2025/26	Message board outside town hall
Motion/2nd	Norkunas motion to keep posting at town hall, Anderson 2nd
Vote count	Passed Unanimously
notes/discussion	

Legal notice Publication	
2024	Northfield News
Motion for 2025/26	Northfield News
Motion/2nd	Norkunas motion to keep w/Nfld News, Royle 2nd
Vote count	Passed Unanimously
notes/discussion	Discussion regarding adequacy of Northfield news, determined as most appropriate for township

Polling Place	
2024	Town Hall
Motion for 2025/26	Greenvale Town Hall: 31800 Guam Ave, Northfield MN 55057
Motion/2nd	Anderson motion to keep at townhall (31800 Guam Ave, Northfield MN 55057), Norkunas 2nd
Vote count	Passed Unanimously
notes/discussion	

Banking/Financial Institutions			Partners	
2024	Castle Rock Bank		Community Resource Bank	4M Fund
Motion for 2025/26	Castle Rock Bank		Community Resource Bank	4M Fund
Motion/2nd	Norkunas motion to keep all banking,/financial institutions and partners as is, Anderson 2nd			
Vote count	Passed Unanimously			
notes/discussion				

Compensation					
Notes/Discussion	Discussion regarding need to cut budget due to lower approved levy. Cutting all paid positions by \$20/meeting or event determined as best solution for elected/appointed officials. Discussion of hourly employee pay rate was determined to cut rates by \$5.00 per hour across				
Board of Supv					
	Pay per meeting	Half day training	Full day training	Mileage	
2024	\$ 100.00	\$ 100.00	\$ 200.00	allowed	
Motion for 2025/26	\$ 80.00	\$ 80.00	\$ 160.00		
Motion/2nd	Norkunas motion for three rate changes: meeting, half day training and full day training, Anderson 2nd				
Vote count	Passed Unanimously				
notes/discussion	Royle discusses not being paid to attend training, only reimbursed for cost of training				
Treasurer					
	meeting	Half day training	full day training	per hour	mileage
2024	\$ 100.00	\$ 100.00	\$ 200.00	\$ 35.00	allowed
Motion for 2025/26	\$ 80.00	\$ 80.00	\$ 160.00	\$ 30.00	allowed
Motion/2nd	Anderson motion for pay change and training rate changes, Norkunas 2nd				
Vote count	Anderson, Norkunas, aye				
notes/discussion	Clerk advocated to keep treasurer pay stable due to workload prior to meetings				

Clerk						
	Quarterly Salary	special meeting	half day training	full day training	PC and Board meetings	per hour adtl
2024	\$ 3,000.00	\$ 100.00	\$ 100.00	\$ 200.00	-	\$ 25.00
Motion for 2025/26	\$ 2,400.00	\$ 80.00	\$ 80.00	\$ 160.00	-	\$ 20.00
Motion/2nd	Anderson motion for salary at \$2400/quarter, Royle 2nd	Anderson motion for meeting pay at \$80, Norkunas 2nd				Anderson motion for hourly set at \$20, Royle 2nd
Vote count	Passed Unanimously	Passed Unanimously				Passed Unanimously
notes/discussion	All taking a hit, clerk reminded board for reason citizens voted to cut levy was due to lawsuit, not overpaying members. Norkunas disagreed with that assessment. Clerk hours on job during transition creates abiguity in determining average hours per month. All agree that even distribution of cuts is appropriate.					

Web Assistant	
	Hourly Wage
2024	\$ 25.00
Motion for 2025/26	\$ 20.00
Motion/2nd	Anderson motion for new postioin of web admin assistant, at \$20, Royle 2nd
Vote count	Passed Unanimously
notes/discussion	clerk advocates for assistant position for webpage

Office Assistant		
	hourly wage	
2024	\$ 25.00	
Motion for 2025/26	\$ 20.00	
Motion/2nd	Anderson motion for pay change, Royle 2nd	
Vote count	Passed Unanimously	
notes/discussion	Discussion re: this is a board approved position, not clerk appointee	

Deputy Clerk		
	meeting	hourly
2024	\$ 100.00	\$ 25.00
Motion for 2025/26		\$ 20.00

Motion/2nd	Anderson motion for both deputy clerk and treasurer deputy pay at \$20/hr, Royle 2nd
Vote count	(vote totals recorded in Deputy Treasurer section)
notes/discussion	

Deputy Treasurer	
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	meeting	hourly	
2024	\$ 100.00	\$ 25.00	
Motion for 2025/26	\$ 80.00	\$ 20.00	
Motion/2nd	Motion by Anderson for both deputy clerk and deputy treasurer made pay at \$20, Royle 2nd		
Vote count	Passed Unanimously		
notes/discussion			
North Cannon River Watershed Mgt Org Rep			
	meeting	mileage	
2024	undetermined		
Motion for 2025/26	\$ 80.00	no	
Motion/2nd			
Vote count			
notes/discussion			
Road Superintendent			
	meeting	hourly	mileage
2024	\$ 100.00	\$ 25.00	allowed
Motion for 2025/26	\$ 50.00	\$ 20.00	
Motion/2nd	Anderson motion for pay change, Norkunas 2nd		
Vote count	Passed Unanimously		
notes/discussion			
Road Commission members			
	meeting	mileage	hourly
2024	\$ 50.00	undetermined	
Motion for 2025/26	\$ 50.00	authorized	\$ 20.00
Motion/2nd	Norkunas motion to keep at 50, Anderson 2nd - Royle abstains due to spouse on cmth		Anderson motion to add hourly rate as needed, Norkunas second
Vote count	Passed 2-0-16/3/2025CA, SN in favor, JR Abstains		Passed 2-0-1: CA, SN in favor, JR Abstains
			Norkunas motion to authorize mileage, Anderson second
			Passed 2-0-1: CA, SN in favor, JR Abstains

notes/discussion	Cmte Chair Mark Malecha voiced approval of cut if needed, but rates are sufficient for work they do. Rates per hour discussed in cases of emergency. Need for emergency approval by board for hourly work will be discussed by board at next meeting to set parameters		
Planning Commission Chair			
	meeting	hourly	mileage
2024	\$ 75.00	\$ 25.00	undetermined
Motion for 2025/26	\$ 65.00	\$ 20.00	authorized

Motion/2nd	Norkunas Motion for meeting pay change, Anderson 2nd	Anderson motion for hourly change, Royle 2nd	Anderson motion for mileage authorization for both PC chair and members, Royle seconds
Vote count	Passed Unanimously	Passed Unanimously	Passed Unanimously
notes/discussion			

Planning Commission members

	meeting	mileage	
2024	\$ 75.00	undetermined	
Motion for 2025/26	\$ 65.00	authorized	
Motion/2nd	Norkunas Motion for pay change, Anderson 2nd		mileage determined above
Vote count	Passed Unanimously		
notes/discussion			

Head election judges

	hourly	mileage	
2024	\$ 25.00	allowed	
Motion for 2025/26	\$ 20.00	allowed	
Motion/2nd	Norkunas Motion for pay change, Anderson 2nd		
Vote count	Passed Unanimously		
notes/discussion			

Election judges

	hourly	mileage	
2024	\$ 20.00	allowed	
Motion for 2025/26	\$ 15.00	allowed	
Motion/2nd	Anderson motion for pay change, Royle 2nd		
Vote count	Passed Unanimously		
notes/discussion			

Discussion	Following hourly/wage selections by board, discussion regarding need to authorize mileage reimbursement from previous years as "undetermined" to authorized. Board determined that mileage should be authorized. NCWRS was determined to be a no, road commission and PC should have the option just like a board member. Road Committee need to be authorized due to all the potential personal vehicle work. Individual mileage motions recorded by position above. Will need to add attorney and planner discussion added to agenda for May
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Motion	Post for a special meeting for May 8th, immediately following Planning Commission meeting
Motion/2nd	Anderson, Royle 2nd
Vote Count	Passed Unanimously

Discussion	Board Directs clerk to request proposal for lawn care services for town hall site due by May 10th.
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Motion to Adjourn	Anderson, Royle 2nd
Vote Count	Passed Unanimously

Greenvale Township 2026 Meeting Schedule

Planning Commission

2nd Thursday of the month
7:00pm meeting time
unless otherwise noted

January 16, 2025
February 20, 2025
March 20, 2025
April 17, 2025
May 15, 2025
June 19, 2025
July 17, 2025
August 21, 2025
September 18, 2025
October 16, 2025
November 20, 2025
December 18, 2025

January 9, 2025
February 13, 2025
March 13, 2025
April 10, 2025
May 8, 2025
June 12, 2025
July 10, 2025
August 14, 2025
September 11, 2025
October 9, 2025
November 13, 2025
December 11, 2025

Planning Commission

2nd Thursday of Month
7:00pm meeting time
unless otherwise noted

January 15, 2026
February 19, 2026
March 19, 2026
April 16, 2026
May
June
July
August
September
October
November
December

[illegible]

Draft

Date/Time:	April 17, 2025 - 6:00 PM
Meeting Location:	Greenvale Town Hall
Regular Meeting:	Start Time: 6:02 Adjourn: 6:34
Board Members Present:	Chairperson Charles Anderson, Supervisor Scott Norkunis, Supervisor Joylee Royle
Board Members Absent:	none
Others Present:	
Item	
Call to Order/Pledge	Chairperson called the board and pledge was recited. Purpose of meeting is to conduct interviews for the Planning Commission
Agenda Item	Interviews were conducted for the following applicants: Randy Delzer, Linus Langer, Tom Robey, Victor Volkert, Ken Malecha The Board asked each applicant questions relating to their ability to fulfil the obligations of the position, what they hope to accomplish as a member, and ability to comply with open meeting rules. Each Candidate responded and the board completed interviews. No action or motions taken until the regular meeting at 7:00 that night.
Motion to Approve:	
Second:	
Action on Motion	Motions for approval of applicants will occur at the regular meeting
Motion to Adjourn	
Motion to Adjourn:	
Second:	Supervisor Royle
Action on Motion	All voted in favor
Reviewed:	Approved:
Mark Legvold, Clerk	Charles Anderson, Board Chair

SIGN IN SHEET – Greenvale Township Board of Supervisors

MEETING: Regular Board Meeting

MEETING DATE: Thursday, April 17, 2025

MEETING TIME: 7:00 p.m.

PLEASE PRINT YOUR NAME

Victoria Langer

Gregory Langer

Linus Langer

Richard & Joyce & Moore

Tom ROBERT

Lisa Legvold

Victor Vollmer

Alison Barrett

Dan & Roy L

Andy Anderson

Bruce & Ruth Sauer

Jim Cihak

Steve Olin

Tony Power

Mary Collins

Perry Collins

Dean Odette

LARRY & Wendy Bolton

CHRIS & TIM McNEARNEY

Bobbi Bolton

Linda Masner

STU BERG

Nick Bolms

Erin Ulrich

Jay & Rick & Mary

Kurt Hembd

Carolyn Felt

Mary Huerter

Craig Host

Turn over for more signature lines

SIGN IN SHEET – Greenvale Township Board of Supervisors

MEETING: ~~Regular Board Meeting~~ *Re-org*

MEETING DATE: ~~Thursday, April 17, 2025~~ *Friday 4/22*

MEETING TIME: 7:00 p.m.

PLEASE PRINT YOUR NAME

Adam Royle

Jim Cihak

Gregory Langer

Linus Langer

Mary Langer

Vicky Langer

Tory Rowan

Lisa Leguolo

Kurt + Heidi

Mark Mahler

Jeff DeLuz

[Signature]

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Turn over for more signature lines

Special Town Board Meeting Minutes

Greenvale Township

Draft

Date/Time:	May 8 2025 Immediately following Planning Commission Meeting
Meeting Location:	Greenvale Town Hall
Regular Meeting:	Start Time: 8:06 PM Adjourn: approx 8:25
Board Members Present:	Chairperson Charles Anderson, Supervisor Scott Norkunas, Supervisor Joylee Royle
Board Members Absent:	none
Others Present:	See attached
Item	
Call to Order/Pledge	Chairperson called the meeting to order and pledge was recited
Approve Agenda	Motion to approve agenda
Motion to Approve:	Supervisor Royle
Second:	Supervisor Norkunas
Yea/Nay	Passed Unanimously
Planning Commission	PC Chair Malecha presented two annexation recommendations. -Mentioned that City of Northfield would provide 2 years of taxes due as a fee for annexation. Property owned by Matt and Shelly Langer: PID 16-02700-09-012 was recommended for annexation by the planning commission Property owned by Tom Sorem: PID 16-02700-05-021 was recommended for annexation by the planning commission
Agenda Item	Motion to allow annexation of property owned by Matt and Shelly Langer: PID 16-02700-09-012 to the city of Northfield.
Motion to Approve:	Chair Anderson
Second:	Supervisor Royle
Action on Motion	Passed Unanimously
Agenda Item	Motion to allow annexation of property owned by Tom Sorem: PID 16-02700-05-021 to the City of Northfield.
Motion to Approve:	Chair Anderson
Second:	Supervisor Royle
Action on Motion	Passed Unanimously
Discussion	Discussion on PC's hearing and recommendation to allow variance of Williams Communication's equipment to encroach beyond allowable set backs. PC Recommended approval of the variance.
Agenda Item	Motion to Approve variance for Williams Communication equipment located at PID 16-02700-01-012 to encroach on established set back limits.
Motion to Approve:	Supervisor Norkunas
Second:	Chair Anderson
Action on Motion	Passed Unanimously
Agenda Item	Draft resolution #2025-04 to provide variance for Williams Communications was read. Motion to approve resolution 2025-04 as read
Motion to Approve:	Supervisor Norkunas
Second:	Supervisor Royle
Action on Motion	Passed Unanimously
Motion to Adjourn	Motion to Adjourn at approx 8:25
Motion to Approve:	Chair Anderson

Special Town Board Meeting Minutes

Greenvale Township

Draft

Second:	Supervisor Norkunas
Action on Motion	Passed Unanimously
Reviewed:	Approved:
Mark Legvold, Clerk	Charles Anderson, Board Chair

Regular Town Board Meeting Minutes

Greenvale Township

Draft

Date/Time:	15-May-25
Meeting Location:	Greenvale Town Hall
Regular Meeting:	Start Time: 7:00 Adjourn: 9:43
Board Members Present:	Chairperson Charles Anderson, Supervisor Scott Norkunas, Supervisor Joylee Royle
Board Members Absent:	none
Others Present:	See attached
Item	
Call to Order/Pledge	Chairperson called the meeting to order and pledge was recited
Approve Agenda	<p>Motion to approve agenda with revisions as follows: Add Building and Grounds under Road Committee interviews Add IT/AV discussion under Old business Add Zoning Administrator under Old business Add Clean-up day under Old Business Add General Administration under New Business</p> <p>Motion to Approve: Chair Anderson Second: Supervisor Royle Yea/Nay: Passed Unanimously</p>
Approve Previous Meeting Minutes	<p>Discussion re: Minutes, and timeliness of ability to read. Suggest contacting MAT regarding unanimous votes. Norkunas abstaining from approval of minutes, lack of time to review. Royle was able to review. Discussion centered around need to get documents earlier. Chair Anderson tabled minutes for consideration until next meeting. Clerk will apply feedback within the month to address any changes.</p> <p>Motion to table Minutes to next month</p> <p>Motion to Approve: Chair Anderson Second: Supervisor Norkunas Action on Motion: Passed 2-1-0 Royle - No - stated she had enough time</p>
Introduce Guests	
Treasurer Report	<p>Treasurer's report was given. Request for voiding of checks 8749 and 8747. System printed checks, however the claim was paid electronically</p> <p>Motion to approve voiding checks 8749 and 8747</p> <p>Motion to Approve: Chair Anderson Second: Supervisor Royle Action on Motion: Passed Unanimously</p>

Regular Town Board Meeting Minutes

Greenvale Township

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<p>Treasurer Report Continued</p> <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Treasurer Peterson spoke on need for printer supplies to print checks, therefore check printing will be delayed.</p> <p>Township is using more paper and printing supplies than ever before and need for a new printer was discussed.</p> <p>Treasurer Peterson discussed desire for a Budget Working Group. He and clerk will develop a team and bring to board for assignment of liaison.</p> <p>Township has recieved notification of unpaid taxes in the amount of \$1369.89. Peterson has disputed the claim and spent a great deal of time on the phone, writing letters and trying to eleviate the claim. Discussion about penalties, time spent and method to eleviate the payment.</p> <p>Motion to pay the \$1,369.89 bill, but include the cancelled checks and a letter protesting the claim, requesting a refund.</p>
<p>Treasurer Report</p> <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Motion to approve Treasurer's Report</p> <p>Chair Anderson</p> <p>Supervisor Royle</p> <p>Passed Unanimously</p>
<p>Pay Claims</p> <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Need for receipts for Legvold and Royle's expenses. Second page of Grossman Companies was missing from hand-outs but amount was consistent with claim report.</p> <p>Claim for Credit Card missing from CTAS report</p> <p>Claim for electronic payment of phone not in packet but on CTAS report</p> <p>One hour discrepancy between claim for Peterson and hours accounted for</p> <p>Treasurer will address discrepancies</p> <p>Motion to approve claims with corrections noted above</p>
<p>Dakota County Sheriff</p> <p>Introduce Guests</p>	<p>Deputy Duane Begay reported in. Open house for Sheriff's office this coming weekend from 2-4. Speeding on 320th is still an issue but many have seen more patrols and are grateful. Concerns on frontage road and detour/more traffic</p> <p>No guests present</p>

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<p>Clerk Report</p> <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Clerk briefed from public packet, new deputy named. Requested lawn care contract be considered as part of the report. Permits were briefed. Interest for assistant web administrator. Board did not believe the position was necessary at this time. Considerations of three instances of RV's being used as full-time residences in the township. Letters requesting response to question if people are using them as full-time residences will be mailed to landowners.</p> <p>Discussion regarding need for updated printer and computers for board members or a computer for board members. Treasurer and Clerk will research an update for the printer and potential laptops for next meeting. Dates for upcoming use of Township, including two rentals of the building were briefed.</p> <p>-Charles excused himself from discussion. Requests were made to four companies and only 2 estimates were recieved. Andy Anderson's estimate was lowest.</p> <p>Motion to hire Andy Anderson to provide lawn care for the year</p> <p>Supervisor Norkunas</p> <p>Supervisor Royle</p> <p>Passed 2-0-1 Anderson Abstained due to family member's business</p>
<p>Clerk Report Approval</p> <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Motion to approve Clerk's report</p> <p>Supervisor Norkunas</p> <p>Chair Anderson</p> <p>Passed Unanimously</p>
<p>Discussion</p>	<p>PC Chair Malecha discussed email he and clerk received re: property owner compliance with permits and ordinances. Subject will be looked into further, verified disposition of permit/non-permit, letters will be drafted and sent to owners</p>
<p>Planning Commission</p> <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>PC Chair summarized actions taken by PC and board from previous month regarding Williams Communication variance.</p> <p>-Above Grade Properties has requested a permit for construction and movement of building right to 8882 298th Ct W - PIN: 16-42500-01-120</p> <p>Motion to approve construction for 16-42500-01-120, 8882 298th Ct W, Northfield.</p> <p>Chair Anderson</p> <p>Supervisor Norkunas</p> <p>Passed Unanimously</p>
<p>PC - Above Grade TDR</p> <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>PC Recommended approval of transfer of TDR from 16-02100-01-013 to 16-42500-01-130. Above Grade owns 16-02100-01-013 and is purchasing 16-42500-01-130.</p> <p>Motion to approve transfer of TDR from 16-02100-01-013 to 16-42500-01-130</p> <p>Chair Anderson</p> <p>Supervisor Norkunas</p> <p>Passed Unanimously</p>
<p>PC - Variance hearings</p>	<p>PC recommends approval to hold hearing for two variance requests: Chesky property and Gilloman property on June 2nd</p>

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PC - Annexation to Northfield <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Commission recommended approval of annexation of properties owned by Matt and Shelly Langer and Tom Sorem. City has offered 3 years of tax reimbursement. Letter from Mike Couri was read regarding orderly annexation. Applicants will pay any legal fees incurred by township.</p> <p>Motion to approve orderly annexation resolution 2025-05 for Tom Sorem</p> <p>Chair Anderson</p> <p>Supervisor Royle</p> <p>Passed Unanimously</p>
Annexation approval <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Motion to approve orderly annexation resolution 2025-06 for Matt and Shelly Langer</p> <p>Chair Anderson</p> <p>Supervisor Royle</p> <p>Passed Unanimously</p>
Cannabis Resolution <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>PC recommended approval of a resolution for Dakota County to administer Cannabis business.</p> <p>Motion to approve resolution 2025-03, Resolution consenting to Dakota County Registering Cannabis Business with Greenvale.</p> <p>Chair Anderson</p> <p>Supervisor Norkunas</p> <p>Passed Unanimously</p>
Discussion	<p>Discussion relating to PC's findings regarding collection of public information relating to ag ordinance and cannabis surrounding a draft that will be provided by Twp planner. Board will be able to use IUP for allowing or not allowing zoning changes and will remain in compliance with state law.</p>
PC Policies and Procedures Manual <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>PC made recommendation for 4 changes to PC Policy and Procedure Manual:</p> <ul style="list-style-type: none"> -Removing time limit on term for Chair -Striking from page 14 D "Within 30 days of approval by the Board" and replacing with " Within 30 days of receipt of recording form Dakota County Recorder" -Change to page 24, para 3 last sentence. Replacing"item VII with a blank space to allow PC chair flexibility to add items within agenda as needed. -Removing page 30, public comment card, as the agenda already allows for public comment and card is unnecessary. <p>Motion to approve Striking from page 14 D "Within 30 days of approval by the Board" and replacing with " Within 30 days of receipt of recording form Dakota County Recorder"</p> <p>Supervisor Norkunas</p> <p>Chair Anderson</p> <p>Passed Unanimously</p>
PC Policies and Procedures Manual <p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Motion to Change to page 24, para 3 last sentence. Replacing"item VII with a blank</p> <p>Supervisor Norkunas</p> <p>Chair Anderson</p> <p>Passed Unanimously</p>
PC Policies and Procedures Manual	<p>Motion to remove page 30, public comment card</p>

Regular Town Board Meeting Minutes

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Motion to Approve:	Chair Anderson
Second:	Supervisor Norkunas
Action on Motion	Passed Unanimously
PC Policies and Procedures Manual	Motion to Page 5 ch 4, Removing time limit on term for Chair
Motion to Approve:	Supervisor Norkunas
Second:	Chair Anderson
Discussion	Norkunas and Anderson believe board should be able to choose their leader. Royle believes new leadership is healthy and questions why this change is being proposed now, after two earlier revisions.
Action on Motion	Passed 2-1-0 Royle votes no - wants new leadership
Planning Commission Report	Motion to approve PC Report
Motion to Approve:	Supervisor Norkunas
Second:	Chair Anderson
Action on Motion	Passed Unanimously
Roads Committee	Mark Malecha delivered Road Report. Working with county re: Co rd 90 Tree and brush trimming project turned out with debris throughout ditches. Unsightly. Mark Malecha requests ability to spend up to 16,000 for full project, which would be an additional 1,000. Motion to spend additional \$1,000 for clean-up
Motion to Approve:	Supervisor Norkunas
Second:	Chair Anderson
Action on Motion	Passed Unanimously
RC (cont)	Holyoke will get treated and graveled before construction. Discussion regarding signs and need for a temp stop sign. Mark Malecha will work with Joy Royle. Blading on Dunbar, Beaver Dam removal and Garbage from ditch has been ongoing work this month. Mark Malecha will be attending a Pre-Construction meeting with the county at a later date. Pound-in signs and locations will be considered. Most likely early - mid june meeting Dust control application should occur 1st week - mid-June. Blading will happen at that time as well. Motion to approve road report
Motion to Approve:	Chair Anderson
Second:	Supervisor Royle
Action on Motion	Passed Unanimously
Road Committee Interviews	Three applicants were interviewed at this time. Tony Rowen, David Roehl, and Greg Langer.
RC Assignment	Motion to approve David Roehl
Motion to Approve:	Supervisor Norkunas
Second:	Chair Anderson
Action on Motion	Passed Unanimously
RC Assignment	Motion to approve Tony Rowen
Motion to Approve:	Chair Anderson
Second:	Supervisor Royle
Action on Motion	Passed Unanimously

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Discussion Building and Grounds	Minimum Maintenance roads will be discussed at next RC meeting Norkunas questioned why contract with the county went through Royle and not through him.
Re-org (Planners) Motion to Approve: Second: Action on Motion	Royle had requested information for new planning organizations and didn't get responses. Motion to keep Bolton and Menke as township planner Supervisor Norkunas Chair Anderson Anderson and Norkunas - Yes, Royle - No
Re-org (Legal team) Motion to Approve: Second: Action on Motion	Royle had requested information from three different legal firms. Couri and Ruppi did not respond, two others provided information included in the packet. Motion to change legal representation to Kennedy/Graven Law Supervisor Royle No second, motion is not approved
Re-org (Legal team) Motion to Approve: Second: Action on Motion	Motion to retain Couri-Ruppe as township legal counsel Supervisor Norkunas Chair Anderson Anderson and Norkunas - Yes, Royle - No
IT/AV Position Motion to Approve: Second: Action on Motion	Royle discusses important work of our IT/AV/Townhall steward. Recommends pay. Christenson agrees to continue in role as a volunteer. Form will be filed with the Clerk. Motion to approve Eric Christenson as IT/AV/Townhall Guardian as a volunteer Supervisor Royle Chair Anderson Passed Unanimously
Zoning Administrator Motion to Approve: Second: Discussion Action on Motion	Recommendation that Clerk deals with over the counter applications and PC Chair Malecha works zoning issues. Motion to have Ken Malecha assigned as Zoning Administrator Supervisor Norkunas Chair Anderson Chair has spoken with attorney and concurs with qualifications being most necessary in the position. Royle questions why attorney is being contacted without board approval by Chair and PC Chair. Ken Malecha states that He and Anderson can call when they need to Passed Unanimously
Discussion	Norkunas Commented on need for timely information, website administration, packet availability to the public and use of attachments in emails and need to review website policy.
Website changes Motion to Approve: Second: Action on Motion	Motion that no further changes are made to the website, but updates to information as needed for the next month. Supervisor Norkunas Chair Anderson Passed Unanimously

Regular Town Board Meeting Minutes

Greenvale Township

Draft

<p>Resolutions from Annual Meeting</p> <p>Motion to Approve: Second: Action on Motion</p>	<p>Royle brought up resolution to enlarge parking lot by Victor at the Annual Meeting. Stated that plans are moving forward with cooperation from the road committee.</p> <p>Royle discussed second resolution from annual meeting regarding providing citizen comments as a part of the minutes. Norkunas disagrees with the practice due to liability if specific statutes (for example) are mis-quoted and he then approves minutes.</p> <p>Discussion regarding moving comments to beginning of the agenda. Information was being presented by citizens that was a part of other's official reports, so that is reason citizen comments are at end.</p> <p>Motion to have clerk provide updated information from MAT regarding best practice in including public comments</p> <p>Clerk was directed to provide information - vote was not necessary.</p>
	<p>Resolution to add prohibitive language back to Ordinances was discussed. Anderson believes we covered it well and it doesn't need to be back in. State Statute doesn't just apply to Cannabis and our ordinances allow for IUP/CUP's, township has ability to comply with the law using that process. First resolution from the Annual meeting regarded ending the lawsuit against the Langers. Anderson states we're bound by Attorney/Client Privilege and will not allow any further discussion.</p>
<p>Spending Approval</p> <p>Motion to Approve: Second: Action on Motion</p>	<p>Royle spoke re: legal counsel being used without permission or concurrence by whole board. There needs to be a process for contacting the attny. MAT guideline states that any expenditure needs approval by the board.</p> <p>Norkunas believes a better look is necessary</p> <p>Royle wants the calls without approval to stop.</p> <p>Anderson suggests moving to next month to allow more time to discuss and research</p> <p>Motion that no individual board supervisor contact the lawyer without approval of all the board</p> <p>Supervisor Royle Supervisor Norkunas Passed Unanimously</p>
<p>PC Allowance for Legal Counsel</p> <p>Motion to Approve: Second: Action on Motion</p>	<p>Motion to allow PC Chair to contact attorney as needed for legal opinions</p> <p>Chair Anderson Supervisor Norkunas Passed Unanimously</p>
<p>Discussion</p>	<p>Royle requests a more trackable and traceable method of communicating with attny.</p>
<p>PC Allowance for Counsel with Planner</p> <p>Motion to Approve: Second: Action on Motion</p>	<p>Motion to allow PC Chair to work with Planner (Bolton & Menke) for pertinent planning issues, allowing PC chair to delegate ability to PC members as needed.</p> <p>Supervisor Royle Supervisor Norkunas Passed Unanimously</p>

Regular Town Board Meeting Minutes

Greenvale Township

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Annexation Concerns	<p>Greg Langer addressed the board regarding annexation concerns, speed of process and current lack of annexation agreement.</p> <p>Mr Langer questioned process of negotiation with the city.</p> <p>Norkunas called forward Shelly Langer and Ken Malecha</p> <p>Shelly Langer stated she had approached both the city and Malecha to follow process.</p> <p>Malecha gave historical perspective on annexation process based on his training, as well as two methods of annexation being conducted. Malecha further stated that he did do work for the township based on contact with the city. Malecha stated he worked with city planner to get township three years of tax fee.</p> <p>Shelly Langer stated that she has followed all procedures and processes correctly.</p> <p>Malecha states that the process has been followed - no hearing at the township was necessary.</p> <p>Mr. Langer discussed future authorizat on for negotiations on behalf of the township re: annexations</p> <p>Landowners will be notified to attend hearing before city approves</p> <p>Timliness was only encouraged by the city based on ability to complete steps.</p>
Public Comments	<p>Alison Bartlet spoke regarding communications regarding ideas to improve the website.</p> <p>Greg Langer commented regarding his and his family's opposition to any further annexation of Greenvale Township properties.</p>
Motion to Adjourn Motion to Approve: Second: Action on Motion	<p>Motion made to adjourn the meeting.</p> <p>Chair Anderson</p> <p>Supervisor Norkunas</p> <p>Passed Unanimously</p>
Reviewed: _____ Approved: _____	

Mark Legvold, Clerk	
Charles Anderson, Board Chair	

Regular Town Board Meeting Minutes

Greenvale Township

Draft

Agenda Item	<p>Variance for Cameron and Rose Gilomen solar installation project at 31068 Guam Ave, PID 16-02100-05-021.</p> <p>-Rose and Cameron presented project location and scope, including reason for location on property away from road and best recommended location for maximum exposure, articulating need for variance.</p> <p>Question re plan's stated distance from line to post of solar array or tipped panel, height of panels and ordinance, location and durability, project type requiring no battery installation were heard and determined to be within guidelines of ordinance and variance request.</p> <p>-Supv Norkunas had spoken with neighbor and brought forward their concerns and agreeability to the project. Wishes to have array moved back to 25', but neighbor would not object to project proceeding as planned.</p> <p>-Gilomen and PC chair both agreed that a movement could be explored.</p> <p>-PC Chair Malecha requests the approval of the variance as written and recommended by PC, as this would allow flexibility for Gilomens to proceed.</p> <p>-Motion to approve variance for Cameron and Rose Gilomen solar installation project at 31068 Guam Ave, PID 16-02100-05-021</p>
<p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Chair Anderson</p> <p>Supervisor Norkunas</p> <p>Passed Unanimously</p>
Agenda Item	<p>Draft resolution to approve variance for solar installation project at 31068 Guam Ave, PID 16-02100-05-021 Resolution number 2025-06, was read by Chair Malecha.</p>
<p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Chair Anderson</p> <p>Supervisor Norkunas</p> <p>Passed Unanimously</p>
Motion to Adjourn	
<p>Motion to Approve:</p> <p>Second:</p> <p>Action on Motion</p>	<p>Chair Anderson</p> <p>Supervisor Royle</p> <p>Passed Unanimously</p>
Reviewed:	Approved:
_____ Mark Legvold, Clerk	_____ Charles Anderson, Board Chair

Special Town Board Meeting Minutes

Greenvale Township

Draft

Date/Time:	June 2 2025 Immediately following Special Meeting for Variances
Meeting Location:	Greenvale Town Hall
Regular Meeting:	Start Time: 8:10 Adjourn: 8:30 (approx)
Board Members Present:	Chairperson Charles Anderson, Supervisor Scott Norkunas, Supervisor Joylee Royle
Board Members Absent:	none
Others Present:	See attached
Item	
Call to Order/Pledge	Chairperson called the meeting to order and pledge was recited
Approve Agenda	Agenda title correction necessary to state meeting is for out of cycle payment Motion to Approve: Chair Anderson Second: Supervisor Royle Yea/Nay: Passed Unanimously
Clerk Comments	Legvold stated that the item under consideration for payment out of cycle was due to a misfiling error from previous month on his part and appreciates the board's ability to consider and correct.
Agenda Item	Treasurer Peterson presented claim for Beaver Creek Companies for payment as well as two checks for signature for Supv Royle and Clerk Legvold, which had been approved at May board meeting. -Motion to approve payment of claim for Beaver Creek Companies Motion to Approve: Chair Anderson Second: Supervisor Royle Action on Motion: Passed Unanimously
Motion to Adjourn	Motion to Adjourn: Chair Anderson Second: Supervisor Norkunas Action on Motion: Passed Unanimously
Reviewed: _____ Approved: _____	
Mark Legvold, Clerk _____ Charles Anderson, Board Chair _____	

Date Range : 3/1/2025 To 6/14/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
04/17/2025	Mark Legvold	Stamps 29.20 AED Cabinet 133.25	4532*	\$162.45	100-41110-208- 100-41941-560-	Council/Town Board Town Hall	\$29.20 \$133.25
03/18/2025	Joy Royle	Spring Short Course	4533	\$75.00	100-41110-311-	Council/Town Board	\$75.00
05/28/2025	Xcel Energy	May electric	4541	\$55.90	100-41941-381-	Town Hall	\$55.90
06/05/2025	Elan Financial Services	stamp, adobe, waste container, paper	4542*	\$541.01	100-49001-208- 100-49001-203- 100-41915-209- 100-41915-202-	Miscellaneous Costs Miscellaneous Costs Computer Usage Computer Usage	\$146.00 \$89.98 \$257.57 \$47.46
05/30/2025	Bolton and Menk	invoice no. 0364495	4543*	\$574.00	100-41910-310-	Planning and Zoning	\$574.00
05/12/2025	Deutsch Excavating	tree removal and trimming	4544*	\$11,000.00	201-43101-317-	Road Maintenance	\$11,000.00
05/14/2025	Couri & Ruppe, P.L.L.P.	General	4545*	\$137.50	100-41610-304-	City/Town Attorney	\$137.50
05/31/2025	APG Media of Southern MN, LLC	northfield legals invoice # 1048602, 1049507	4546	\$126.80	100-41130-351-	Ordinances and Proceedings	\$126.80
05/01/2025	Northfield Rural Fire Protection D	first half dues for fire protection	4547	\$24,264.00	225-42210-318-	Fire Administration	\$24,264.00
05/15/2025	Safety Signs LLC	invoice number 251359 sign installation	4548*	\$650.00	201-43102-224-	Road Signs	\$650.00
05/27/2025	Mn Association of Townships	Fall Training for T. May, and W. Peterson	4549*	\$30.00	100-41908-311-	MAT & Co Township Assn	\$30.00

Date Range : 3/1/2025 To 6/14/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
05/27/2025	Beaver Creek Companies	GT-(136, 016-2025, 017, 4550 018, 019, 020, 021, 022-2024, 13-2024, 023-2024)		\$1,713.57	100-42401-303-	Building Inspections Administration	\$1,713.57
05/27/2025	Carleton College Print Services	print services for GVTW. When printer was down.	4551	\$53.52	100-41941-202-	Town Hall	\$53.52
05/27/2025	Pera	May payroll:	4552	\$120.00	100-41509-124- 100-41509-174-	Finance & Payroll Admin Finance & Payroll Admin	\$60.00 \$60.00
Total For Selected Claims				\$39,503.75			\$39,503.75

Charles A Anderson	Chair, Town Supervisor	Date
Joylee M Royle	Town Supervisor	Date
Scott A Norkunas	Town Supervisor	Date

Date Range : 4/20/2025 To 5/20/2025

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
05/20/2025	United States Treasury	Fees and penalties for late payment of 3rd quarter 2022 taxes	4538*	\$226.73			
05/20/2025	United States Treasury	payment for Second quarter late fees and penalties	4539*	\$70.00	100-41509-123-	Finance & Payroll Admin	\$226.73
					100-41509-123-	Finance & Payroll Admin	\$70.00
Total For Selected Claims				\$296.73			\$296.73

Charles A Anderson

Chair, Town Supervisor

Date

Joylee M Royle

Town Supervisor

Date

Scott A Norkunas

Town Supervisor

Date



4541
RECEIVED
 6/2/2025

DAILY AVERAGES	Last Year	This Year
Temperature	59° F	57° F
Electricity kWh	9.9	10.2
Electricity Cost	\$1.87	\$1.86

QUESTIONS ABOUT YOUR BILL?

See our website: xcelenergy.com
 Please Call: 1-800-481-4700
 Fax: 1-800-311-0050
 Or write us at: XCEL ENERGY
 PO BOX 8
 EAU CLAIRE WI 54702-0008

SERVICE ADDRESS	ACCOUNT NUMBER	DUE DATE
GREENVALE TOWNSHIP 31800 GUAM AVE NORTHFIELD, MN 55057	51-8811212-3	06/25/2025
	STATEMENT NUMBER	STATEMENT DATE
	929155661	05/28/2025
		AMOUNT DUE
		\$55.90

SUMMARY OF CURRENT CHARGES (detailed charges begin on page 2)

Electricity Service	04/27/25 - 05/27/25	306 kWh	\$55.90
Current Charges			\$55.90

ACCOUNT BALANCE (Balance de su cuenta)

Previous Balance	As of 04/27	\$56.68
Payment Received	Auto Pay 05/23	-\$56.68 CR
Balance Forward		\$0.00
Current Charges		\$55.90
Amount Due (Cantidad a pagar)		\$55.90

INFORMATION ABOUT YOUR BILL

Thank you for your payment.

RETURN BOTTOM PORTION WITH PAYMENT ONLY • PLEASE DO NOT INCLUDE OTHER REQUESTS • SEE BACK OF BILL FOR CONTACT METHODS



ACCOUNT NUMBER	DUE DATE	AMOUNT DUE	AMOUNT ENCLOSED
51-8811212-3	06/25/2025	\$55.90	Automated Bank Payment

Your bill is paid through an automated bank payment plan.

JUNE						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

AB 01 002330 06475 H 8 A



GREENVALE TOWNSHIP
 31800 GUAM AVE
 NORTHFIELD MN 55057-2274



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 CAROL STREAM IL 60197-4176

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SERVICE ADDRESS	ACCOUNT NUMBER	DUE DATE
GREENVALE TOWNSHIP 31800 GUAM AVE NORTHFIELD, MN 55057	51-8811212-3	06/25/2025
	STATEMENT NUMBER	STATEMENT DATE
	929155661	05/28/2025
		AMOUNT DUE
		\$55.90

SERVICE ADDRESS: 31800 GUAM AVE NORTHFIELD, MN 55057
NEXT READ DATE: 06/30/25

ELECTRICITY SERVICE DETAILS

PREMISES NUMBER: 304148919
INVOICE NUMBER: 1187005281

METER READING INFORMATION

METER 360225908	Read Dates: 04/27/25 - 05/27/25 (30 Days)	
DESCRIPTION	USAGE TYPE	USAGE
Total Energy	Actual	306 kWh
Demand	Actual	5.252 kW
Billable Demand		5 kW

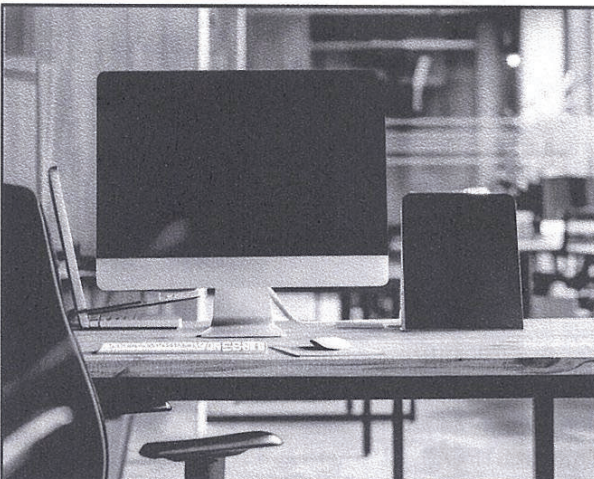
ELECTRICITY CHARGES

RATE: Sm Gen Svc (Metered)

DESCRIPTION	USAGE UNITS	RATE	CHARGE
Basic Service Chg			\$6.00
Energy Charge Winter	306 kWh	\$0.100940	\$30.89
Fuel Cost Charge	306 kWh	\$0.024510	\$7.50
Sales True Up	306 kWh	\$0.001700	\$0.52
Affordability Chrg			\$2.12
Resource Adjustment			\$2.02
Interim Rate Adj			\$2.64
Subtotal			\$51.69
Transit Improvement Tax		1.00%	\$0.52
Other Special District		0.25%	\$0.13
State Tax		6.875%	\$3.56
Total			\$55.90

INFORMATION ABOUT YOUR BILL

Beginning this month, the Fuel Cost Charge reflects a refund for federal production tax credits related to nuclear generation. This reduction will be in place for 11 months. From May 2025 through March 2026, an average residential customer will see an approximate total reduction of \$45 from this refund.



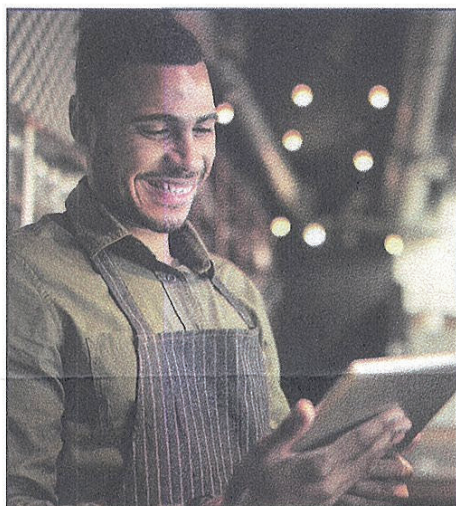
SAVE POWER. SAVE MONEY.

Use "Turn Off Monitor," "Sleep" and "Hibernate" power management functions to save energy when employees are not using their computers. Setting computers to go into sleep mode after 5 to 20 minutes of inactivity can save \$20 to \$75 per year, per computer.

Get more tips at xcelenergy.com/EnergySavingTips.



SERVICE ADDRESS	ACCOUNT NUMBER		DUE DATE
GREENVALE TOWNSHIP 31800 GUAM AVE NORTHFIELD, MN 55057	51-8811212-3		06/25/2025
	STATEMENT NUMBER	STATEMENT DATE	AMOUNT DUE
	929155661	05/28/2025	\$55.90



WANT HELP MANAGING YOUR ENERGY BILL?

Let us help you with that. From bill stabilization to payment assistance, and checking your usage rates, we have solutions that are right just for you.

Find out more at
[xcelenergy.com/WaysToSave](https://www.xcelenergy.com/WaysToSave).

Cooling Efficiency Rebate Options

Along with budding plants and birds chirping to signify spring, prepare your business for warmer weather and earn fixed rebates for purchasing qualifying energy-efficient equipment, including:

- Hotel room controllers
- Rooftop units (RTU)
- Food service equipment such as commercial dishwashers and hot food holding cabinets

Taking steps to upgrade or improve the efficiency of your cooling equipment can help your business gain year-over-year energy and cost savings. For how to get started, visit [xcelenergy.com/Programs](https://www.xcelenergy.com/Programs).

IMPORTANT PHONE NUMBERS

Electric Emergencies:	800-895-1999	24 hours, 7 days a week
Natural Gas Emergencies:	800-895-2999	24 hours, 7 days a week
Residential Customer Service:*	800-895-4999	7 a.m.–7 p.m., Mon.–Fri. 9 a.m.–5 p.m., Sat.
Business Solutions Center:*	800-481-4700	8 a.m.–5 p.m., Mon.–Fri.
Telecommunications Relay Service -TRS	711	24 hours, 7 days a week
Call Before You Dig	811	24 hours, 7 days a week

*Register any inquiry or complaint at the above.

IMPORTANT ADDRESSES

General Inquiries*

Xcel Energy
PO Box 8
Eau Claire, WI 54702-0008
xcelenergy.com

Payments

Xcel Energy
PO BOX 4176
CAROL STREAM, IL 60197-4176
Please include stub for
faster processing.

GENERAL INFORMATION

City Fees

A fee some cities impose that Xcel Energy collects from customers and pays directly to the city.

Electronic Check Conversion

When you pay your bill by check, in most cases Xcel Energy will use your check information to make a one-time electronic debit from your checking account on the day we receive your check. There are no fees for this electronic conversion. In all other cases we will process your check.

Environmental Information

Fuels used to generate electricity have different costs, reliability and air emissions. For more information, contact Xcel Energy at 800-895-4999 or online at xcelenergy.com. You can also contact the Minnesota Department of Commerce at <http://mn.gov/commerce/> or the Minnesota Pollution Control Agency at <https://www.pca.state.mn.us/quick-links/electricity-and-environment>.

Estimated Bills

Xcel Energy attempts to read meters each month. If no reading is taken, Xcel Energy estimates your month's bill based on your past use.

Governing Regulatory Agency

The Minnesota Public Utilities Commission regulates this utility and is available for mediation. MPUC: 121 7th Place E., Suite 350, St. Paul, MN 55101-2147 – <http://mn.gov/puc/>.

Late Payment Charge

Xcel Energy will assess a late payment charge on unpaid amounts two working days after the due date. The late payment charge is 1.5% monthly or \$1, whichever is greater. No late payment charge will be assessed if the unpaid amount is less than \$10.

Payment Responsibility

If the name on the front of your bill is not that of a person or business who has payment responsibility, call Xcel Energy at 800-895-4999.

Further information is available to customers upon request.

ABOUT YOUR ELECTRIC RATES

Affordability Charge

A surcharge to recover the costs of offering bill payment assistance and discount programs for low-income customers.

Basic Service Charge

Fixed monthly charge for certain fixed costs (metering, billing, maintenance, etc.)

Conservation Improvement Programs

Minnesota law requires Xcel Energy to invest in programs that help customers save energy.

Decoupling Adjustment

A credit or surcharge to residential and non-demand business customers that separates the recovery of fixed costs from sales, adjusted annually based on the average use of each of these two customer classes.

Demand Charge

Charge to commercial and industrial customers for the fixed costs of the electric capacity required to meet the peak electric loads on Xcel Energy's system. The charge, which is adjusted seasonally, applies to the highest 15 minute kW demand during the billing period.

Energy Charge

Charge per kWh of electricity usage to recover the variable costs of producing energy.

Fuel Cost Charge

Charge per kWh to recover the costs of fuel needed to run Xcel Energy's generating plants, as well as the cost of purchasing energy from other suppliers.

kWh

One kilowatt-hour (kWh) is a unit of electrical usage. One kWh equals 1,000 watts of electricity used for one hour. This is enough electricity to light a 100-watt light bulb for 10 hours.

Meter Reading Information

Smart meters track your energy use in 15-minute intervals. Your bill is based on the total kWh you used in each 15-minute interval in the billing period.

Mercury Cost Recovery

Minnesota law allows Xcel Energy to recover costs related to reducing Mercury emissions at two of Xcel Energy's fossil fuel power plants.

Renewable Development Fund

Minnesota law requires Xcel Energy to allocate money to support research and development of renewable energy technologies, grid modernization, and other projects that increase system efficiency.

Renewable Energy Standard

Minnesota law allows Xcel Energy to recover the costs of new renewable generation.

Resource Adjustment

This includes costs related to: Conservation Improvement Programs, Mercury Cost Recovery, Renewable Development Fund, Renewable Energy Standard, State Energy Policy, Transmission Cost Recovery.

State Energy Policy

Minnesota law allows Xcel Energy to recover costs related to various energy policies approved by the Legislature.

Transmission Cost Recovery

Minnesota law allows Xcel Energy to recover costs associated with new investments in the electric transmission system necessary to deliver electric energy to customers.

Windsources®

Windsources is an optional program where you choose how much wind energy you would like to support. You can choose a fixed number of Windsources blocks (100 kWh each) or choose a 100% Windsources option.

ABOUT YOUR NATURAL GAS RATES

Basic Service Charge

Monthly charge for certain fixed costs (metering, billing, maintenance, etc.)

Charge per therm

Charge to recover the cost of natural gas purchases from wholesale suppliers and delivered to Xcel Energy's distribution system via pipeline. This charge is adjusted each month.

Conservation Improvement Programs

Minnesota law requires Xcel Energy to invest in programs that help customers save energy.

Distribution Charge

Charge per therm that covers only the delivery costs of natural gas to a home or business through our distribution system. It does not include the charges for the natural gas itself.

Gas Affordability Program

A surcharge to recover the costs of offering a low-income customer co-pay program designed to reduce natural gas service disconnections. Billed to all non-interruptible customers.

Gas Utility Infrastructure Costs

Minnesota law allows Xcel Energy to recover MPUC-approved costs of assessments, modifications, and replacement of natural gas facilities as required to comply with state and federal pipeline safety programs.

Heat Content Adjustment

Corrects for variances in the heating capability of natural gas, and the adjustment varies monthly. The higher the heat content, the lower the volume of natural gas needed to provide the same heating.

Natural Gas Innovation Act Costs

Minnesota law allows Xcel Energy to recover approved costs for pilot programs and technologies aimed at reducing natural gas emissions and helping meet the state's clean energy goals.

New Area Service/Extension Surcharge

Monthly charge for extending natural gas service to areas where the cost would otherwise have been prohibitive under Company's present rates and service extension policy.

Pressure Correction Adjustment

Adjusts for variances in the amount of natural gas measured by different types of meters due to pressure differences in the natural gas delivered to a service.

Resource Adjustment

This includes costs related to Conservation Improvement Programs, Gas Utility Infrastructure Costs and State Energy Policy Rider.

State Energy Policy

Minnesota law allows Xcel Energy to recover costs related to various energy policies approved by the Legislature.

Therm

A therm is a unit of heating value equal to 100,000 British Thermal Units (BTUs). Since natural gas meters measure the volume of natural gas consumed in cubic feet, the Heat Content Adjustment is used to determine how much heat, in therms, is contained in the volume consumed.

PAYMENT OPTIONS

Learn more at xcelenergy.com

Standard Payment Options: (No fees apply)

- **My Account/eBill/Mobile App** — View/pay your bill electronically, view energy usage and access account information.
- **Auto Pay** — Automatically pay your bill directly from your bank account.
- **Credit/Debit Card Payment** — Pay with your credit or debit card electronically in My Account/eBill/Mobile App, or by calling 833-660-1365.
- **Pay By Phone** — Make your payment by phone from your checking or savings account by calling 800-895-4999.
- **Pay By Mail** — Return the enclosed envelope and attached bill stub with your payment. Apply proper postage.
- **Bank View and Pay** — View and pay your bills online through a third-party vendor.

Other Payment Options

(Third-party fees will apply. Xcel Energy does not collect nor benefit from these fees.)

- **Pay Stations** — Pay your bill in-person at a location near you. A processing fee is charged for payments made at a pay station.

Learn more in **My Account** on xcelenergy.com or the **Xcel Energy mobile app**.

CASTLE ROCK BANK

4542

June 2025 Statement

Open Date: 05/08/2025 Closing Date: 06/05/2025

Page 1 of 3

Account: 4798 5103 9409 0845

Visa® Business Card

Elan Financial
Services

1-866-552-8855

BUS 30 ELN

7

4

GREENVALE TOWNSHIP (CPN 002441559)

New Balance	\$541.01
Minimum Payment Due	\$10.00
Payment Due Date	07/03/2025

Activity Summary

Previous Balance	+	\$53.58
Payments	-	\$53.58 ^{CR}
Other Credits		\$0.00
Purchases	+	\$541.01
Balance Transfers		\$0.00
Advances		\$0.00
Other Debits		\$0.00
Fees Charged		\$0.00
Interest Charged		\$0.00

New Balance = **\$541.01**

Past Due **\$0.00**

Minimum Payment Due **\$10.00**

Credit Line \$25,000.00

Available Credit \$24,458.99

Days in Billing Period 29

Payment Options:



Mail payment coupon
with a check



Pay online at
myaccountaccess.com



Pay by phone
1-866-552-8855

No payment is required.

CPN 002441559

CASTLE ROCK BANK

0047985103940908450000010000000541013

Automatic Payment

24-Hour Elan Financial Services: 1-866-552-8855

• to pay by phone
• to change your address

00000021735 000638983033973 P 7



GREENVALE TOWNSHIP
ACCOUNTS PAYABLE
31800 GUAM AVE
NORTHFIELD MN 55057-2274

Account Number: 4798 5103 9409 0845

Your new full balance of \$541.01 will be
automatically deducted from your account on
07/01/25.

What To Do If You Think You Find A Mistake On Your Statement

If you think there is an error on your statement, please call us at the telephone number on the front of this statement, or write to us at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335.

In your letter or call, give us the following information:

- ▶ Account information: Your name and account number.
 - ▶ Dollar amount: The dollar amount of the suspected error.
 - ▶ Description of Problem: If you think there is an error on your bill, describe what you believe is wrong and why you believe it is a mistake.
- You must contact us within 60 days after the error appeared on your statement. While we investigate whether or not there has been an error, the following are true:

- ▶ We cannot try to collect the amount in question, or report you as delinquent on that amount.
- ▶ The charge in question may remain on your statement, and we may continue to charge you interest on that amount. But, if we determine that we made a mistake, you will not have to pay the amount in question or any interest or other fees related to that amount.
- ▶ While you do not have to pay the amount in question, you are responsible for the remainder of your balance.
- ▶ We can apply any unpaid amount against your credit limit.

Your Rights If You Are Dissatisfied With Your Credit Card Purchases

If you are dissatisfied with the goods or services that you have purchased with your credit card, and you have tried in good faith to correct the problem with the merchant, you may have the right not to pay the remaining amount due on the purchase.

To use this right, all of the following must be true:

1. The purchase must have been made in your home state or within 100 miles of your current mailing address, and the purchase price must have been more than \$50. (Note: Neither of these are necessary if your purchase was based on an advertisement we mailed to you, or if we own the company that sold you the goods or services.)
2. You must have used your credit card for the purchase. Purchases made with cash advances from an ATM or with a check that accesses your credit card account do not qualify.
3. You must not yet have fully paid for the purchase.

If all of the criteria above are met and you are still dissatisfied with the purchase, contact us in writing at: Elan Financial Services, P.O. Box 6335, Fargo, ND 58125-6335. While we investigate, the same rules apply to the disputed amount as discussed above. After we finish our investigation, we will tell you our decision. At that point, if we think you owe an amount and you do not pay we may report you as delinquent.

Important Information Regarding Your Account

1. **INTEREST CHARGE:** Method of Computing Balance Subject to Interest Rate: We calculate the periodic rate or interest portion of the **INTEREST CHARGE** by multiplying the applicable Daily Periodic Rate ("**DPR**") by the Average Daily Balance ("**ADB**") (including new transactions) of the Purchase, Advance and Balance Transfer categories subject to interest, and then adding together the resulting interest from each category. We determine the **ADB** separately for the Purchases, Advances and Balance Transfer categories. To get the **ADB** in each category, we add together the daily balances in those categories for the billing cycle and divide the result by the number of days in the billing cycle. We determine the daily balances each day by taking the beginning balance of those Account categories (including any billed but unpaid interest, fees, credit insurance and other charges), adding any new interest, fees, and charges, and subtracting any payments or credits applied against your Account balances that day. We add a Purchase, Advance or Balance Transfer to the appropriate balances for those categories on the later of the transaction date or the first day of the statement period. Billed but unpaid interest on Purchases, Advances and Balance Transfers is added to the appropriate balances for those categories each month on the statement date. Billed but unpaid Advance Transaction Fees are added to the Advance balance of your Account on the date they are charged to your Account. Any billed but unpaid fees on Purchases, credit insurance charges, and other charges are added to the Purchase balance of the Account on the date they are charged to the Account. Billed but unpaid fees on Balance Transfers are added to the Balance Transfer balance of the Account on the date they are charged to the Account. In other words, billed and unpaid interest, fees, and charges will be included in the **ADB** of your Account that accrues interest and will reduce the amount of credit available to you. To the extent credit insurance charges, overlimit fees, Annual Fees, and/or Travel Membership Fees may be applied to your Account, such charges and/or fees are not included in the **ADB** calculation for Purchases until the first day of the billing cycle following the date the credit insurance charges, overlimit fees, Annual Fees and/or Travel Membership Fees (as applicable) are charged to the Account. Prior statement balances subject to an interest-free period that have been paid on or before the payment due date in the current billing cycle are not included in the **ADB** calculation.
2. **Payment Information:** We will accept payment via check, money order, the internet (including mobile and online) or phone or previously established automatic payment transaction. You must pay us in U.S. Dollars. If you make a payment from a foreign financial institution, you will be charged and agree to pay any collection fees added in connection with that transaction. The date you mail a payment is different than the date we receive the payment. The payment date is the day we receive your check or money order at Elan Financial Services, P.O. Box 790408, St. Louis, MO 63179-0408 or the day we receive your internet or phone payment. All payments by check or money order accompanied by a payment coupon and received at this payment address will be credited to your Account on the day of receipt if received by 5:00 p.m. CT on any banking day. Payments sent without the payment coupon or to an incorrect address will be processed and credited to your Account within 5 banking days of receipt. Payments sent without a payment coupon or to an incorrect address may result in a delayed credit to your Account, additional **INTEREST CHARGES**, fees, and/or Account suspension. The deadline for on-time internet and phone payments varies, but generally must be made before 5:00 p.m. CT to 8 p.m. CT depending on what day and how the payment is made. Please contact Elan Financial Services for internet, phone, and mobile crediting times specific to your Account and your payment option. Banking days are all calendar days except Saturday, Sunday and federal holidays. Payments due on a Saturday, Sunday or federal holiday and received on those days will be credited on the day of receipt. There is no prepayment penalty if you pay your balance at any time prior to your payment due date.
3. **Credit Reporting:** We may report information on your Account to Credit Bureaus. Late payments, missed payments or other defaults on your Account may be reflected in your credit report.

June 2025 Statement 05/08/2025 - 06/05/2025
 GREENVALE TOWNSHIP (CPN 002441559)

Page 2 of 3
 Elan Financial Services 1-866-552-8855

Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement. In order to avoid additional INTEREST CHARGES on Purchases, you must pay your new balance in full by the Payment Due Date shown on the front of your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Your payment of \$541.01 will be automatically deducted from your bank account on 07/01/2025. Please refer to your AutoPay Terms and Conditions for further information regarding this account feature.

We have made changes to the Arbitration Agreement in your account agreement and the Rewards Forfeiture language. Please visit mycardgtb.com/elanNotification to review the changes. If you have any questions, call the number on the back of your card.

Transactions		PETERSON,WAYNE E			Credit Limit	\$3500
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Purchases and Other Debits						
05/16	05/15	3537	AMAZON MKTPL *NW6RH9NN1 Amzn.com/bill WA	\$47.46	_____	
05/19	05/16	5341	ADOBE *ADOBE 408-536-6000 CA	\$257.57	_____	
05/29	05/28	2265	USPS PO 2669100545 NORTHFIELD MN	\$146.00	_____	
06/05	06/04	6696	AMAZON RETA* N64PY8GB0 WWW.AMAZON.CO WA	\$89.98	_____	
Total for Account 4798 5103 9459 7856				\$541.01		

Transactions		BILLING ACCOUNT ACTIVITY				
Post Date	Trans Date	Ref #	Transaction Description	Amount	Notation	
Payments and Other Credits						
06/02	06/02	MTC	PAYMENT THANK YOU	\$53.58CR	_____	
Total for Account 4798 5103 9409 0845				\$53.58CR		

2025 Totals Year-to-Date	
Total Fees Charged in 2025	\$0.00
Total Interest Charged in 2025	\$0.00

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

**APR for current and future transactions.

Balance Type	Balance By Type	Balance Subject to Interest Rate	Variable	Interest Charge	Annual Percentage Rate	Expires with Statement
**BALANCE TRANSFER	\$0.00	\$0.00	YES	\$0.00	16.24%	
**PURCHASES	\$541.01	\$0.00	YES	\$0.00	16.24%	
**ADVANCES	\$0.00	\$0.00	YES	\$0.00	29.99%	

Continued on Next Page

CASTLE ROCK BANK

June 2025 Statement 05/08/2025 - 06/05/2025
GREENVALE TOWNSHIP (CPN 002441559)

Page 3 of 3
Elan Financial Services  1-866-552-8855

End of Statement



4543

Please Remit To: Bolton & Menk, Inc.
 1960 Premier Drive | Mankato, MN 56001-5900
 507-625-4171 | 507-625-4177 (fax)
 Payment by Credit Card Available Online at www.Bolton-Menk.com
 To Ensure Proper Credit, Provide Invoice Numbers with Payment

Greenvale Township
 clerk@greenvaletwp.org
 Jane Dilley
 31800 Guam Avenue
 Northfield, MN 55057



May 30, 2025
 Project No: OT6.130503.000
 Invoice No: 0364495
 Client Account: GREENVAL_TW_MN

Greenvale Twp/On-Call Planning Services

General Planning (0000001)

Professional Services

		Hours	Rate	Amount	
Planner	5/2/2025	.50	164.00	82.00	
	<i>Setting up Meeting for Cannabis; Sending Cannabis Materials</i>				
Planner	5/5/2025	1.50	164.00	246.00	
	<i>Preparation for Meeting and Meeting to Discuss Cannabis</i>				
Planner	5/7/2025	1.50	164.00	246.00	
	<i>Drafting Cannabis Memo</i>				
	Totals	3.50		574.00	
	Total Labor				574.00
			Total this Task		\$574.00
			Total this Invoice		\$574.00

Bolton & Menk, Inc. is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

Notice: A Finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.

4544



Office 507-645-6540 Dirtexcavating.com
PO Box 494 Northfield MN 55057

Date: 5-12-25

Invoice

Greenvale Twp

rec'd via email

Spring mulching Invoice

Per Contracted Amount \$10,000.00

Additional moving debris off of roadway:

3.75hr track skid 600.00

Mobilization in/out track skid 400.00

Total Due \$ 11,000.00

COURI & RUPPE, P.L.L.P

4545

Michael C. Couri*
Robert T. Ruppe**
Mark S. Allseits

**Also Licensed in Illinois*

***Also Licensed in California*

Attorneys at law
705 Central Avenue East
PO Box 369
St. Michael, MN 55376-0369
(763) 497-1930
(763) 497-2599 (FAX)
www.couriruppe.com

RECEIVED
5/19/25
C. pages

May 14, 2025

Greenvale Township
Jane Dilley, Town Clerk
Greenvale Town Hall
31800 Guam Ave.
Northfield, MN 55057

SUMMARY OF SERVICES RENDERED

GENERAL	\$137.50
LANGER LITIGATION APPEAL\$	-0-

TOTAL NOW DUE AND OWING: \$137.50

I declare under penalty of law that this
account, claim and demand is just and
correct and that no part has been paid.


Michael C. Couri



APG Southern Minnesota
4095 Coon Rapids Blvd
Coon Rapids, MN 55433

Please indicate if your address has changed by correcting
this upper portion & returning with your payment.

Page # 1

Statement Date
05/31/25

4546

STATEMENT

GREENVALE TOWNSHIP
31800 GUAM AVE
NORTHFIELD, MN 55057- 0000

RECEIVED
5/6/25

Billing Period	
Start Date	Stop Date
05/01/25	05/31/25

Check Number	Amount Paid

Account # 513985 \$126.80

Please return the upper portion with your payment. To pay by credit card, please call 763-691-6000.

PUBLICATION	DATE(S)	AD#/INVOICE	DESCRIPTION/TAG LINE	TYPE	SIZE	AMOUNT
-------------	---------	-------------	----------------------	------	------	--------

PAYMENT MUST BE RECEIVED BY 6/30/25 TO AVOID FINANCE CHARGES

Northfield News	05/14/25	1469664 / 1048602	May 26 PH Guan/Holyoke	L	1.0 X 3.67	63.40
Northfield News	05/21/25	1471567 / 1049507	June 2 PH Guam Ave rescheduled	L	1.0 X 3.67	63.40

CURRENT
\$126.80

1 - 30 DAYS
\$0.00

31 - 60 DAYS
\$0.00

OVER 60 DAYS
\$0.00

OVER 90 DAYS
\$0.00

BALANCE DUE
\$126.80

513985

Last payment

5/31/2025

\$166.43



\$30 charge assessed for returned checks.
Report errors within 5 days to ensure consideration.
Unpaid balances over 30 days past due will incur a 1.5%
finance charge per month (Minimum .50 per month).

4547

Northfield Rural Fire Protection District
Agreement for Fire Protection Services – 2025

This agreement made and entered into this 1st day of January 2025, by and between the Northfield Rural Fire Protection District, (hereinafter called "the District"), a Joint Powers Agreement by and between the Township of Greenvale, a municipal corporation of Dakota County, Minnesota (hereinafter called the "municipality").

Whereas the municipality deems it advisable for the residents of said municipality fire protection services to be provided by the District, and

Whereas the District has the ability to provide such fire protection services, and has authorized its President and Secretary to enter into contracts with municipalities for the furnishing of such services.

Now therefore it is mutually agreed between the parties hereunder that for a period of one year, commencing January 1, 2025 and ending December 31, 2025, the District will provide fire protection services and answer fire calls submitted by residents of the municipality, and will respond to such calls with suitable apparatus and personnel from the Northfield Area Fire and Rescue Service, who will render all assistance possible in saving of life and property.

In consideration of these services, the municipality agrees to pay the sum of \$48,528.00 to the District as follows: 2 (two) equal payments of \$24,264.00 by May 1, 2025 and October 1, 2025. Checks should be sent to: Northfield Rural Fire District, P.O. Box 291, Dundas, MN 55019

In witness whereof the parties have caused this instrument to be executed by the respective officers thereof.

Northfield Rural Fire Protection District

The Township of Greenvale

A joint powers agreement by and between the Townships of Bridgewater, Northfield, Greenvale, Waterford, Forest and Webster

A Municipal Corporation of Dakota County, MN

By: Brian Peterson

By: _____

President

Board Chair

By: Glenn Costello

By: _____

Secretary

Clerk



4548

RECEIVED
5/27/25

Sold To:
Greenvale Township
31800 Guam Ave
Northfield, MN 55057

Invoice Number 251359

Invoice Date May 15, 2025

Customer ID	Project	Payment Terms	Tax	Page
Greenvale	Signage Installation	Net 30 Days	if applicable	1
Days*Units	Item	For Traffic Control Services	Unit Price	Extension
1.00		Mobilization	300.00	300.00
1.00		Stop Sign	350.00	350.00
	done	JOB IS COMPLETE-Congrats		
			Total Invoice Amou	650.00
Check No			Amount Received With Invo	0.00
			Total	650.00

SAFETY SIGNS, LLC



19784 Kenrick Avenue • Lakeville, MN 55044 • Phone (952) 469-6700 • Fax (952) 469-6689
Offices located in Lakeville, Elk River, Rochester, Mankato & Duluth • safetysigns-mn.com
An Equal Opportunity Employer





PO Box 267
St. Michael, MN 55376
(800) 228-0296

4549

RECEIVED
5/27/25

Invoice

Date 113898
Page 10/21/2024

Bill To:
Greenvale - Dakota County
5101 315th St W
Northfield MN 55057

Ship To:
Tammy May
28218 Foliage Avenue
Northfield MN 55057

Customer ID				Payment Terms		
GREVA01				Net 30		
Ordered	Item Number	Description	Discount	Rate	Amount	
2	FALL TRAINING_NOV 14 202	Fall Training_MAT office Nov 14 2024	\$0.00	\$30.00	\$60.00	
Session: 2024		Registrant CLERK-19286	Tammy May			
		Registrant TREAS-2053	Wayne Peterson			

Subtotal	\$60.00
Misc	\$0.00
Tax	\$0.00
Shipping	\$0.00
Payment Received	\$30.00
Total Owed	\$30.00

Please return this portion with your check



Make checks payable to: Minnesota Association of Townships
PO Box 267
St. Michael MN 55376

Bill To:
Greenvale - Dakota County
5101 315th St W
Northfield MN 55057

Invoice: 113898
Total: \$30.00

TOWNSHIP OF GREENVALE

31800 Guam Avenue
Northfield, Minnesota 55057

ORDER CHECK

This instrument when signed by the Treasurer shall become a check payable to the order of the payee named for the amount stated.

Castle Rock Bank
Castle Rock, MN 55010
75-1314/919

8767

5/17/2025

PAY TO
THE
ORDER
OF

Mn Association of Townships

\$

**120.00

One Hundred Twenty Dollars And No Cents

DOLLARS

Mn Association of Townships
805 Central Avenue
PO Box 267
St. Michael, MN 55376

Memo: Training Peterson, May



[Signature]
[Signature]
[Signature]

Chairman

Town Clerk

Town Treasurer

THE BACK OF THIS DOCUMENT CONTAINS CHECK SECURITY WATERMARK AND COIN REACTIVE INK

⑈008767⑈



4550

LIC. # LB757330

BEAVER CREEK COMPANIES INC.

INVOICE

May 30, 2025

7226 235th Street West, Farmington, Minnesota 55024

GT-25-106

Greenvale Township

Mark Legvold

31800 Guam Ave

Northfield, MN 55057

RECEIVED
6/2/2025 MR

Permit #	Name	Invoice Number	Inspection Address	Cost
GT-136 Septic	Swenson	GT-136.	7750 290th St. W.	\$250.00
GT-016-2025	Kuyper	GT-016-2025	6948 290 th St. W	\$909.81
GT-017-2025	Budd	GT-017-2025	8353 285th St. W.	\$253.81
GT-018-2025	Roehl	GT-018-2025	28218 Foliage Ave	\$72.50
GT-019-2025	Prescott	GT-019-2025	30813 Iran Path Ave.	Waiting on Payment
GT-020-2025	Prescott	GT-020-2025	30813 Iran Path Ave.	\$67.50
GT-021-2025	Prescott	GT-021-2025	30813 Iran Path Ave.	\$87.45
GT-022-2025.	Williams	GT-022-2024	6730 320 th St. W	Waiting on Payment
GT-013-2025.	Gilomen	GT-013-2024	31068 Guam Ave	Waiting on Variance/Payment
GT-023-2025	Fredrickson	GT-023-2024	28010 Foliage Ave..	\$72.50
Balance total				\$1,713.57
Past Due Invoice # GT-25-105				\$13,179.87
Late payment fee 1.5%				\$197.70
Late payment balance due				\$13,377.57
Total Invoice Due				\$15,091.14

Due Upon Receipt
Thank You for your Business



4536

Carleton College
1 N College St
Northfield, MN 55057-4001 United States
printservices@carleton.edu | (507) 222-4186

Invoice #000075

Issue date
Jun 11, 2025

Printing for GVTW

Customer		Invoice Details	Payment	
Mark Legvold molegvold@gmail.com		PDF created June 12, 2025 \$53.52	Due June 18, 2025 \$53.52	
Items	Quantity	Price	Amount	
Printing	1	\$53.52	\$53.52	
Subtotal			\$53.52	
Total Due			\$53.52	

Note: Clerk called to make sure this was an appropriate charge for Greenvale Township. Charge is for the printing needed for board meeting in May when Twp printer was Inop. -ML



Pay online

To pay your invoice go to <https://squareup.com/u/xAylkCVi>

Or open the camera on your mobile device and place the QR code in the camera's view.



Otte Excavating, Inc.
PO Box 8
Randolph, MN 55065

Bryce Otte 612-282-8437
Office 651-775-3873
E-Mail otteexcavating@yahoo.com

Date: 06/16/2025

Attn: Greenvale Township
31800 Guam Ave
Northfield, MN 55057



To Whom It May Concern,

Attached is the bid proposal for the Ditch Mowing Services of the Greenvale Township road ditches to be completed by Otte Excavating Inc. Please review the attached information for the recommendations to be completed. Please contact us for additional information or references needed.

Otte Excavating Inc has been in business for 25 years as Corporation. We are Licensed, Bonded, and Insured. We are a registered active business with the MN Secretary of State. We hold multiple licenses and belong to the MPCA, MNLica, MCES, BBB, and NWYC. We currently have 17 employees and provide road maintenance for multiple municipalities/townships and have in the past and current years. Our team/crew is very experienced and provides efficient maintenance needs. Please contact us for additional information or references needed.

Please call with questions.

Thank You,

Otte Excavating, Inc.
License #L2887
Office 651-775-3873
Bryce Otte 612-282-8437
otteexcavating@yahoo.com



PO Box 8
Randolph, MN 55065
Phone 612-282-8437 / 507-291-0198
E-mail: otteexcavating@yahoo.com

Date: 06/16/2025

Estimate To:
Greenvale Township
31800 Guam Ave
Northfield, M 55057

ESTIMATE / BID PROPOSAL

Date	Description	Amount Per Hour
6/16/2025	Job Location: Greenvale Township, MN 14 Ft Mowing Width of Road Ditches Per Hour: Otte Excavating Inc will provide 14' mowing width of the Greenvale Township road ditches where available with a Tractor w/ side & rear flail Mower.	\$155.00

Estimate Proposal provided by Otte Excavating, Inc.

THANK YOU!

MAT Special Training Event Agreement

This Agreement is between the Minnesota Association of Townships (hereafter "MAT"), a non-profit company organized under Chapter 317A of Minnesota Statutes, located at 805 Central Ave., St Michael, Minnesota, and Greenvale Township ,Dakota County (hereafter, "Township").

The Township requests a special training event or services from MAT. For the convenience of the Township and its Officers, MAT is willing to provide a special training event or services for the Township, based on the circumstances and limitations provided in this Agreement.

Services to be provided: At the request of the Township, MAT will provide the services described in the attached Statement of Work to the Township. Township may request a certain MAT staff member(s) to provide the service, but MAT will choose the trainer to provide for this service. MAT will arrange for the venue, materials, and other expenses needed to provide the service.

Information provided during the training is for the use of the Township and its officers. Only Township officers and employees are permitted to attend the training or service. Both parties hereby acknowledge that MAT's services are purely educational. MAT does not represent that it will perform township work for the township, and the Township does not expect MAT to perform the underlying work. The Township hereby represents that it has or will create appropriate backups to ensure the safety of any Township data. The Township hereby acknowledges that it will use independent judgement to ensure the relevant tasks are completed correctly.

Expenses: All expenses of these services will be the responsibility of the Township, and Township will reimburse MAT for all costs incurred by MAT to provide the services. Costs may include but are not limited to: compensation for the trainer or trainers; rental fees; equipment costs; travel costs including vehicle rental and/or mileage costs; fuel costs; hotel accommodations; food expenses for MAT staff; catering or other food expenses arranged for the participants in the training. The estimated cost of the training or service is provided in the Statement of Work. The estimate is subject to change and is provided solely to provide the Township with notice of the expected cost of the service. Township shall promptly pay MAT the fees incurred by this Agreement.

Cancellation: Township may cancel the event by providing notice of cancellation to MAT, in writing. If Township cancels the event, Township agrees to pay any expenses incurred by MAT that are not refundable. MAT may cancel the event by providing notice to the Township. If MAT cancels the event, MAT will pay any expenses already incurred by MAT and refund any money already paid to MAT by Township.

No Employment: No employment relationship is created by this agreement between Township and any MAT trainer or staff.

Not legal Advice or Representation: Training and information provided by MAT is not legal advice and no attorney and client relationships are established by the provision of the training or service described in this Agreement. MAT staff will strive to provide information relevant to Township and its needs but cannot guarantee the information provided is suitable for Township's purposes or use.

Township is encouraged to use its township attorney, engineer, tax professional, or other appropriate expert as needed.

No Liability: The parties agree that in no event will MAT be liable to the Township or to any third party for any: (1) loss of use, revenue, or profit; (2) loss or disclosure of data; or (3) for any consequential, incidental, indirect, exemplary, special, or punitive damages, regardless of whether such damage was foreseeable and whether or not such party has been advised of the possibility of such damages. The parties acknowledge that if MAT were to take on the extra risk of these liabilities, MAT would have to charge additional money to perform the services contemplated. The parties acknowledge that the agreed-upon price represents the bargained for exchange of value in which the Township accepts additional risk in return for the lower price provided.

Limitations of Damages: In no event will either party's liability arising out of or related to this agreement exceed the aggregate amounts paid or payable to MAT by this agreement, regardless of whether such liability is based in breach of contract, tort (including negligence), or otherwise.

No Warranties: EACH PARTY DISCLAIMS ALL WARRANTIES, EITHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE UNDER THIS AGREEMENT, AND MAT SPECIFICALLY DISCLAIMS ALL IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE.

Entire Agreement: This Agreement constitutes the entire agreement and understanding of the parties and supersedes all prior negotiations and/or agreements, proposed or otherwise, written or oral, concerning the subject matter hereof. Furthermore, no modification of this Agreement shall be binding unless in writing and signed by each of the parties hereto.

Minnesota law: This Agreement and all related documents and all matters arising out of or relating to this Agreement, whether sounding in the contract, tort, or statute are governed by, and construed in accordance with, the laws of the State of Minnesota.

Intending to be legally bound by the terms of this Agreement, each of the Parties hereto has caused this Agreement to be executed as of the dates set forth below.

FOR MAT:

Signature

Steve Fenske

Print Name

MAT GC

Title

5/27/25

Date

FOR TOWNSHIP:

Signature

Print Name

Title

Date

STATEMENT OF WORK

For Township: Greenvale Township

Description of Training/Event:

Training for clerk and deputy clerk

Date of Event: July 9, 2025

Estimated costs of Event \$249.90

Expected Attendance: 2

3.5 hours @\$35/hour = \$122.50

This is an estimate of training time. It could be more or less and will be billed to the township according to the time spent. There will be no additional charge for the deputy clerk.

Mileage for trainer 182 miles @\$.70/mile = \$127.40



207 3rd Street W Ste. 201
 Northfield, MN 55057
 Phone: 507-301-3900
 Fax: 507-301-3773

COST ESTIMATE 2025

PROJECT NAME: GREENVALE TOWN HALL PARKING LOT IMP.

ENGINEER: NA - NO CIVIL PLAN PROVIDED

PLAN DATE: NA

TO: GREENVALE TOWNSHIP

DESCRIPTION OF WORK	QUANTITY	UNIT	UNIT	EXTENSION
<u>BASE BID - PARKING LOT GRADING</u>				
<u>PARKING LOT ADDITION - CAP WITH MILLINGS</u>				
<u>PROVIDED BY OWNER</u>	1	LS		<u>\$17,500.00</u>
BASE BID INCLUDES: COMMON EXCAVATION FOR NEW PARKING LOT AREA (1' DEPTH)(EXPORT EXCESS) (230 CY), EXCAVATE 4" DEPTH OF EXISTING CLASS 5 SURFACE AND USE AS SUBBASE IN NEW PARKING LOT AREA, PLACE AND FINE GRADE 4" DEPTH OF BITUMINOUS MILLINGS (PROVIDED BY OWNER) (APPROX 330 TON).				
<u>ADDITIONAL/OPTIONAL PRICING</u>				
<u>FURNISH AND DELIVER BITUMINOUS MILLINGS</u>	530	TON	\$50.38	<u>\$26,701.40</u>
BASE BID INCLUDES: COMMON EXCAVATION FOR NEW PARKING LOT AREA (1' DEPTH)(EXPORT EXCESS) (230 CY), IMPORT/PLACE AND FINE GRADE 1' DEPTH CLASS 5 LIMESTONE				
*****Standard Qualifications*****				

This document shall be a part of any contractual agreements and it's qualifications shall take precedent over any and all project specifications, special provisions, plans or contractual agreements.

Performance/Payment/Warranty Bond & Cost is not included

Permits are not included

Vapor Barrier/ Insulation is not included

Soil Correction is not included

Winter conditions are not included

Concrete Curb/Paving is not included

Bituminous paving is not included

Respectfully submitted,

Northland Grading & Excavating

Chris Birk

5/14/2025

CHRIS BIRK

Date

ESTIMATOR/PROJECT MANAGER

COST SHARE AGREEMENT BETWEEN

Greenvale Township

AND COUNTY OF DAKOTA

FOR ELECTION HARDWARE, SOFTWARE, AND RELATED SERVICES

This Cost Share Agreement ("Agreement") is entered into by and between the Greenvale Township ("Municipality"), 31800 Guam Ave Northfield, MN 55057, and the County of Dakota ("County"), 1590 Highway 55, Hastings, MN 55033. Municipality and County are referred to individually as the "Party" and are collectively referred to as the "Parties".

WHEREAS, pursuant to Minn. Stat. § 471.59, two or more governmental units, by agreement through action of their governing bodies, may jointly exercise powers common to the governmental units; and

WHEREAS, under Minn. Stat. § 206.805, the parties are empowered to purchase election hardware, software and related services; and

WHEREAS, the County, along with cities and townships in Dakota County, shared the cost for the purchase and implementation of voting equipment in 1998 and 2015; and

WHEREAS, the Parties are desirous of cooperating to purchase a replacement for the current voting equipment system for use by the Parties and other cities, townships, and school districts in Dakota County who enter into separate Cost Share Agreements with the County (collectively, the "Governmental Units").

NOW, THEREFORE, in consideration of the premises and covenants contained herein and subject to the provisions of Minn. Stat. § 471.59, the Parties agree as follows:

I. PURPOSE

A. The purpose of this Agreement is to authorize the County to purchase election hardware, software and related services for the Parties and to establish the obligations of the Parties with respect to their use and maintenance.

II. TERM

A. The term of this Agreement shall commence on the Effective Date, which is the date when all signatures of the Parties are obtained and shall remain in full force and effect until the Expiration Date, which is the date when the Vendor Contract entered into pursuant to Section III(A) terminates, this Agreement is terminated as provided herein, or by operation of law, whichever occurs first. This Agreement may be extended by written mutual agreement of the Parties.

III. DUTIES OF THE COUNTY

The Vendor Contract includes hardware, software, licensing, and maintenance.

A. Solicitation. In conformance with the provisions of Minnesota law, the County will prepare a Request for Proposals (RFP) for an electronic voting system that meets the requirements of all Minnesota statutes and rules, including Minn. Stat. § 206.57, to be used by all local government units in Dakota County, including the Parties. The County will consult with the Municipality in preparation of the RFP. The solicitation will consist of a competitive process consistent with state law applicable to such solicitation.

The RFP will include vendor-supplied technical maintenance and regular maintenance and upgrades of the election hardware and software, wherever stored, for at least five (5) years from the date of purchase, including assurances of sufficient parts, supplies and accessories, warranty service, and will seek to obtain a trade-in allowance for all electronic voting systems owned by Dakota County.

B. Award of Contract. The final decision on the vendor to whom the contract shall be awarded will be made by the Dakota County Board of Commissioners. The contract will be awarded to a vendor whose proposal meets all of the standards for voting systems required by Minnesota law. The County will defend and indemnify the Municipality, its elected officials, employees and/or agents and hold them harmless from all claims and damages arising out of the solicitation process and the award of contract for the election hardware, software and related services.

C. Repairs and Maintenance. The County will arrange for all necessary repairs, maintenance and upgrades to the election hardware and software between election seasons.

D. Purchase and Delivery. The County will arrange for the purchase and delivery of election hardware and peripherals.

E. Licenses. The County will obtain all licenses and other rights necessary for the Municipality to use the election hardware and software for its intended use. The County will defend and indemnify the Municipality, its elected officials, employees and/or agents and hold them harmless from all claims and damages arising out of any license, copyright or other intellectual property right.

F. Insurance. The County will include the election hardware and software on its commercial property casualty insurance coverage.

G. Ownership. The County will own the election hardware and software purchased pursuant to this Agreement, regardless of where the election hardware and software may be stored or used.

IV. DUTIES OF THE MUNICIPALITY

A. Existing Election Hardware and Software. To the extent the Municipality has ballot tabulation equipment or ballot boxes in its possession, it will turn such equipment over to the County.

B. Storage, Handling and Service. The Municipality must provide safe storage and handling of the election hardware and software when such equipment is in the Municipality's possession. The Municipality will report any needed hardware and software maintenance, in writing, to the County. Any election hardware or software problems on election days may be reported to the County orally.

C. Payment.

- a. Upon award of the contract, the County will first pay sixty-five percent (65%) of the purchase price and apply trade-in credit received, if any, to each of the election hardware and software packages purchased. The Municipality will pay its pro rata share of the remaining cost, by percentage, for the election hardware and software packages purchased by the County for the Municipality as identified in Appendix A.
- b. Payment by the Municipality to the County will be made in five (5) equal annual installments, without interest, on or before January 31st of each year beginning in 2027 and ending in 2031. The Municipality may prepay installments at any time without penalty. The Municipality will pay the County within forty-five (45) calendar days of receipt of an invoice from the County.
- c. The Municipality will pay to the County its pro rata share of the annual maintenance costs for the election equipment. The Municipality will pay the County within forty-five (45) days receipt of an invoice from the County.

D. Operation of the System. Municipality shall operate in compliance with the following General Conditions Governing Operation of the Electronic Voting System:

- a. Municipality shall distribute voting equipment to precincts in the quantities advised by the County in each election held in the Municipality through the term of this Agreement.
- b. Municipality must only use the polling place and election procedures approved by or from the County or the Minnesota Secretary of State.

V. INDEMNIFICATION

A. Municipality. The Municipality will defend and indemnify the County, its elected officials, employees, and agents and hold them harmless from all claims and damages arising out of the use, transport, storage, handling, or maintenance of the voting equipment, which are attributable to the intentional, willful, or negligent acts or omissions of the Municipality, its elected officials, employees, or agents.

B. County. The County will defend and indemnify the Municipality, its elected officials, employees, and agents and hold them harmless from all claims and damages arising out of the solicitation and award of the Vendor Contract and arising out of the transport, handling, or storage of the voting equipment attributable to the intentional, willful, or negligent acts or omissions of the County, its elected officials, employees, or agents. The County does not warrant, nor does it indemnify the Municipality for performance of or failure to perform by the Contract Vendor. Nevertheless, the County will pursue any and all rights it may have with respect to warranties, when requested by the Municipality or when necessary, to assure conformance with the intended use of the voting equipment.

C. Municipal Tort Claims Act. It is understood and agreed that the provisions of the Municipal Tort Claims Act, Minn. Stat. Ch. 466, and other applicable laws govern liability arising from the Parties' acts or omissions. Each Party warrants that it is able to comply with the aforementioned indemnity requirements through an insurance or self-insurance program and that each has minimum coverage consistent with the liability limits contained in Minn. Stat. Ch. 466. For purposes of determining total liability for tort damages which may arise from this Agreement, the Parties are to be considered a single governmental unit.

VI. STATE AUDIT

Under Minn. Stat. § 16C.05, subd. 5, each Party's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six (6) years from the Expiration Date of this Agreement.

VII. GOVERNMENT DATA PRACTICES

For purposes of this Agreement, all data created, collected, received, stored, used, maintained, or disseminated by the Parties in the performance of this Agreement is subject to the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and its implementing rules, as well as any other applicable State or Federal laws on data privacy or security.

Each Party shall provide the other Party with prompt notice of a breach of the security of data defined in Minn. Stat. § 13.055, subd. 1(a) or suspected breach of the security of data and shall assist in remedying such breach. Providing or accepting assistance does not constitute a waiver of any claim or cause of action for breach of contract.

The Parties shall promptly notify each other when any third-party requests data related to this Agreement, the voting equipment, or the Vendor Contract.

VIII. VENUE

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate court of competent jurisdiction in Dakota County, Minnesota.

IX. TERMINATION

A. The County will notify the Municipality if its Governmental Unit Share as stated in Appendix A is projected to increase. Small cities and townships that utilize mail balloting will not be subject to this Agreement. Otherwise, the Parties must mutually agree to terminate this Agreement in writing by the undersigned or their successors.

B. Termination. This Agreement shall remain in effect until the occurrence of any one of the following events:

- a. Termination is necessitated by operation of law or as a result of a decision by a court of competent jurisdiction.
- b. The Agreement entered into pursuant to Paragraph III(B) above has expired or has otherwise been terminated.
- c. Parties mutually agree to terminate Agreement.

X. MISCELLANEOUS PROVISIONS

A. Severability. The provisions of this Agreement are severable. If any provision of this Agreement is void, invalid, or unenforceable, it will not affect the validity and enforceability of the remainder of this Agreement, unless the void, invalid, or unenforceable provision substantially impairs the value of the entire Agreement with respect to either Party.

B. Assignment. No Party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other Party and an assignment agreement, approved and executed by all Parties to this Agreement, or their successors in office.

C. Amendments. Any amendment to this Agreement must be in writing and is not effective until approved and executed by all Parties to this Agreement, or their successors in office.

D. Waiver. If any Party fails to enforce any provision of this Agreement, such failure does not waive the provision or its right to enforce it.

E. Contract Complete. This Agreement contains all negotiations and agreements between the Parties. No other understanding regarding this Agreement, whether written or oral, is binding on any Party.

F. Compliance with Laws. The Parties shall abide by all Federal, State and local laws, statutes, ordinances, rules and regulations now in effect or hereinafter adopted pertaining to this Agreement.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the Municipality and the County have caused this Agreement to be executed on their behalf.

COUNTY OF DAKOTA

TOWN OF
Greenvale_____

By: _____

By: _____
charles Anderson, Board Chair or Designee

Name: Tom Novak

Date: _____

Title: PSR Division Director

By: _____
Mark Legvold, Clerk or Designee

Date: _____

Date: _____

Approved as to form:

/s/Tom Donely 05/16/2025
Assistant County Attorney/Date
File No. KS- 25-212

Appendix A: COST PROJECTIONS FOR INITIAL EQUIPMENT PURCHASE*

*The information in this Appendix A is informational only and based on all Governmental Units identified in the chart executing a Cost Sharing Agreement and a total Purchase Price of \$5,000,000. If one or more of these factors changes, the Municipal Share will likely increase.

	Voters	Percentage	Amount	
Dakota County	289,935	65%	\$ 3,250,000	
Cities/Townships	289,935	30%	\$ 1,500,000	
School Districts	289,935	5%	\$ 250,000	

Municipality Share	Voters	% of Reg Voters	Amount	Annual Payback
Apple Valley	35,995	12.4%	\$ 186,382	\$ 37,276
Burnsville	37,579	13.0%	\$ 194,584	\$ 38,917
Castle Rock Twp	998	0.3%	\$ 5,168	\$ 1,034
Coates	98		\$ -	\$ -
Douglas Twp	536	0.2%	\$ 2,775	\$ 555
Eagan	45,746	15.8%	\$ 236,873	\$ 47,375
Empire	2,022	0.7%	\$ 10,470	\$ 2,094
Eureka Twp	1,088	0.4%	\$ 5,634	\$ 1,127
Farmington	14,909	5.1%	\$ 77,199	\$ 15,440
Greenvale Twp	624	0.2%	\$ 3,231	\$ 646
Hampton City	440	0.2%	\$ 2,278	\$ 456
Hampton Twp	630	0.2%	\$ 3,262	\$ 652
Hastings	15,061	5.2%	\$ 77,986	\$ 15,597
Inver Grove Heights	23,212	8.0%	\$ 120,192	\$ 24,038
Lakeville	49,329	17.0%	\$ 255,426	\$ 51,085
Lilydale	802	0.3%	\$ 4,153	\$ 831
Marshan Twp	882	0.3%	\$ 4,567	\$ 913
Mendota City	148	0.1%	\$ 766	\$ 153
Mendota Heights	9,119	3.1%	\$ 47,218	\$ 9,444
Miesville	88		\$ -	\$ -
New Trier	62		\$ -	\$ -
Nininger Twp	631	0.2%	\$ 3,267	\$ 653
Northfield	989	0.3%	\$ 5,121	\$ 1,024
Randolph City	297	0.1%	\$ 1,538	\$ 308
Randolph Twp	560	0.2%	\$ 2,900	\$ 580
Ravenna Twp	1,738	0.6%	\$ 8,999	\$ 1,800
Rosemount	18,686	6.5%	\$ 96,756	\$ 19,351
Sciota Twp	340	0.1%	\$ 1,761	\$ 352
South St. Paul	12,322	4.3%	\$ 63,803	\$ 12,761
Sunfish Lake	435	0.2%	\$ 2,252	\$ 450
Vermillion City	307	0.1%	\$ 1,590	\$ 318
Vermillion Twp	918	0.3%	\$ 4,753	\$ 951
Waterford Twp	395	0.1%	\$ 2,045	\$ 409
West St. Paul	12,949	4.5%	\$ 67,050	\$ 13,410

ISD 191	33,351	11.5%	\$ 28,757	\$ 5,751
ISD 192	24,434	8.4%	\$ 21,069	\$ 4,214
ISD 194	37,762	13.0%	\$ 32,561	\$ 6,512
ISD 195	1,603	0.6%	\$ 1,382	\$ 276
ISD 196	108,067	37.3%	\$ 93,182	\$ 18,636
ISD 197	30,660	10.6%	\$ 26,437	\$ 5,287
ISD 199	18,833	6.5%	\$16,239	\$ 3,248
ISD 200	20,498	7.1%	\$ 17,675	\$ 3,535
ISD 252	129	0.0%	\$ 111	\$ 22
ISD 659	2,337	0.8%	\$ 2,015	\$ 403
SSD 6	12,261	4.2%	\$ 10,572	\$ 2,114

Certificate Of Completion

Envelope Id: B5CDAB9C-D26F-4219-94A7-1CFB51CEFBFD		Status: Sent
Subject: Complete with DocuSign: Greenvale Township 2025 Voting Equipment Cost Share #320012, KS25-212		
Source Envelope:		
Document Pages: 9	Signatures: 0	Envelope Originator:
Certificate Pages: 5	Initials: 0	Michelle Blue
AutoNav: Enabled		1590 Highway 55
Envelopeld Stamping: Enabled		Hastings, MN 55033
Time Zone: (UTC-06:00) Central Time (US & Canada)		michelle.blue@co.dakota.mn.us
		IP Address: 140.190.49.50

Record Tracking

Status: Original	Holder: Michelle Blue	Location: DocuSign
5/22/2025 8:46:12 AM	michelle.blue@co.dakota.mn.us	
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: Dakota County	Location: Docusign

Signer Events

Signer Events	Signature	Timestamp
Michelle Blue	Completed	Sent: 5/22/2025 8:47:22 AM
michelle.blue@co.dakota.mn.us		Viewed: 5/22/2025 8:47:57 AM
Elections Director		Signed: 5/22/2025 8:49:18 AM
Dakota County	Using IP Address: 140.190.49.50	

Electronic Record and Signature Disclosure:

Not Offered via Docusign

charles Anderson	Sent: 5/22/2025 8:49:20 AM
charles.anderson@greenvaletwp.org	
Security Level: Email, Account Authentication (None)	

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Mark Legvold
clerk@greenvaletwp.org
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Tom Novak
Tom.Novak@co.dakota.mn.us
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

Accepted: 5/22/2025 12:30:06 PM
ID: f41154f9-32d2-4fa2-bdd5-e5f91ed30c29

In Person Signer Events

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events

Editor Delivery Events	Status	Timestamp
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Agent Delivery Events

Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events

Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events

Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
Mark Legvold clerk@greenvaletwp.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign Doug Gross doug.gross@co.dakota.mn.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign Gladys Kelly gladys.kelly@co.dakota.mn.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	<div>COPIED</div>	Sent: 5/22/2025 8:49:19 AM Viewed: 5/27/2025 8:25:45 AM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/22/2025 8:47:22 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Dakota County (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Dakota County:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: bruce.peters@co.dakota.mn.us

To advise Dakota County of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at bruce.peters@co.dakota.mn.us and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from Dakota County

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to bruce.peters@co.dakota.mn.us and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Dakota County

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to bruce.peters@co.dakota.mn.us and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none">• Allow per session cookies

	<ul style="list-style-type: none"> • Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection
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** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Dakota County as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Dakota County during the course of my relationship with you.

From: accountspayable@co.dakota.mn.us
To: CLERK@GREENVALETWP.ORG; TREASURER@GREENVALETWP.ORG
Subject: Dakota County Payment Advice Enclosed
Date: Thursday, May 15, 2025 10:39:07 AM

Payment Remittance Advice

05/15/2025

From Payer	Dakota County, MN	Payee	Greenvale Township
		Supplier Number	10008954
		Email Address	CLERK@GREENVALETWP.ORG, TREASURER@GREENVALETWP.ORG

The following payment should be credited to your bank account within three to four business days from the EFT date on this remittance advice.

Payment Process Profile	DKC AP EFT
EFT Document Number	60034305
EFT Date	05/15/2025
Payment Currency	USD
EFT Total Amount	643.66

Remittance Detail							
Invoice Number	PO Number	Invoice Description	Second Reference	Service Date From	Service Date To	Additional Information	Amount
24CONSERV	None	CONSERVATION2024					643.66
Total							643.66

PLEASE DO NOT RESPOND TO THIS AUTOMATED EMAIL.
If you have any questions regarding this payment, please include this notification in an email to: accountspayable@co.dakota.mn.us

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Greenvale Township is authorized to accept and maintain donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS, The following persons and entities have offered to contribute the donations set forth below to the township:

<u>Name of Donor</u>	<u>Donations</u>
1. Mark and Lisa Legvold	MN Flag for Town Hall

WHEREAS, the terms or conditions of the donations, if any, are as follows:

<u>Donation Number</u>	<u>Terms or Conditions</u>
GT 002-2025	Display as per state guidelines

WHEREAS, All such donations have been contributed to the township for the benefit of its citizens, as allowed by law; and

WHEREAS, The Township Board finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF GREENVALE TOWNSHIP, DAKOTA COUNTY, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted and shall be used in accordance with noted terms or conditions either alone or in cooperation with others, as allowed by law.
2. The town clerk is hereby directed to acknowledge to each donor the town’s acceptance of the donor’s donation.

Adopted by the Town Board of Greenvale Township on _____.

Approved:

Chairperson

Attested:

Clerk

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Greenvale Township is authorized to accept and maintain donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS, The following persons and entities have offered to contribute the donations set forth below to the township:

<u>Name of Donor</u>	<u>Donations</u>
1. Eric P. Christianson	12 Rolling/folding tables

WHEREAS, the terms or conditions of the donations, if any, are as follows:

<u>Donation Number</u>	<u>Terms or Conditions</u>
GT 003-2025	none

WHEREAS, All such donations have been contributed to the township for the benefit of its citizens, as allowed by law; and

WHEREAS, The Township Board finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF GREENVALE TOWNSHIP, DAKOTA COUNTY, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted and shall be used in accordance with noted terms or conditions either alone or in cooperation with others, as allowed by law.
2. The town clerk is hereby directed to acknowledge to each donor the town’s acceptance of the donor’s donation.

Adopted by the Town Board of Greenvale Township on _____.

Approved:

Chairperson

Attested:

Clerk