

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
<b>Item</b>	
<b>Call to Order/Pledge</b>	Chairperson called the meeting to order and pledge was recited
<b>Approve Agenda</b>	Approve agenda w/o change
Motion to Approve:	Chair Anderson
Second:	Supervisor Norkunas
Yea/Nay	Passed Unanimously
<b>Approve Previous Meeting Minutes</b>	Motion to approve March 20 meeting minutes
Motion to Approve:	Chair Anderson
Second:	Supervisor Norkunas
Action on Motion	Motion Carried 2-0-1; Royle Abstain - wasn't on board at the time
<b>Introduction of new Officers</b>	Clerk Legvold and Supervisor Royle both introduced themselves as new officers
<b>Introduce Guests</b>	Victoria Ranua from North Cannon River Watershed Management, Deputy Sheriff Duane Begay
	<p>Deputy Begay reported on ongoing issues re: awareness of crime, road restrictions are lifted, Dak Co new mental health convinément facility and requested input on how dept can help. Supv Norkunas suggested road speed tracking sign on 320th</p> <p>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.</p> <p>2025 the watershed management plan was adopted, making Chub Creek a priority.</p> <p>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 prairie restoration and harvestable covers. Information on NCRWMO will be posted on the Township Webpage</p>
<b>Treasurer Report</b>	Wayne Peterson presented financial report and Payroll and claims for approval. Timliness of reports for board review was stressed
Motion to Approve:	Chair Anderson
Second:	Supervisor Norkunas
Action on Motion	Passed Unanimously
Motion to Approve:	Motion to approve payroll and claims for approval
Second:	Chair Anderson
Action on Motion	Supervisor Royle
	Passed Unanimously





<b>Clerk Report</b>	<p>Clerk reported new information on elections from meeting he had with county</p> <ul style="list-style-type: none"> <li>-County believes we are already compliant with new presidential mandates, but continues to research and seek guidance</li> <li>-Tabulator costs will now be shared with school district, county and twp; district now contributing 5% of costs (used to be 50/50)</li> <li>-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</li> </ul> <p>Clerk normally working in office from 7-10 AM M-Wed, home hours vary.</p> <ul style="list-style-type: none"> <li>-Advertising for Deputy Clerk is on webpage</li> <li>-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</li> </ul> <p>Upcoming meeting dates were updated from public packed and briefed to be included in upcoming visual format</p>
<b>Motion</b> 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>
<b>Motion</b> 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>
<b>Motion</b> 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>
<b>Motion</b> Motion to Approve: Second: Action on Motion	<p>Approve Clerk Report</p> <p>Chair Anderson            Supervisor Royle            Passed Unanimously</p>
<b>Planning Commission</b>  <b>Motion</b> 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>
<b>Motion</b> 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>
<b>Motion</b> Motion to Approve: Second:	<p>Motion to accept Planning Commission report</p> <p>Supervisor Norkunas            Chair Anderson</p>



Action on Motion	Passed Unanimously
New PC Member Discussion	5 applications were received for 2 positions on the Planning Commission. All 5 applicants were present for interviews prior to board meeting.
<b>Motion</b>	-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 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
<b>Motion</b>	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
<b>Motion</b>	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
<b>Comments:</b>	All applicants were thanked for their time and desire to serve the community
<b>Road Report</b>	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
<b>Motion</b>	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
<b>Motion</b>	Approve \$55,000 for the use of Durablend application for dust control in the township
<b>Discussion</b>	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
Second:	Chair Anderson
Action on Motion	Passed Unanimously
<b>Motion</b>	Motion to approve funding for narrow bridge signs for Isle Ave set at \$500.00

<p>Motion to Approve: Second: Action on Motion</p>	<p>Chair Anderson Supervisor Royle Passed Unanimously</p>
<p><b>Motion</b>  <b>Discussion</b>   Motion to Approve: Second: Action on Motion</p>	<p>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 Chair Anderson Supervisor Royle Passed Unanimously</p>
<p><b>New Business</b> Township Cleanup Day Discussion</p>	<p>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</p>
<p><b>Motion</b>  Motion to Approve: Second: Action on Motion</p>	<p>Motion to approve resolution accepting gift of AV equipment and notify appropriate parties Supervisor Royle Chair Anderson Passed 2-0-1, Norkunas abstains due to his status as donator</p>
<p>Comments:   <b>Motion</b>  Motion to Approve: Second: Action on Motion</p>	<p>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 Chair Anderson Supervisor Royle Passed Unanimously</p>
<p>Comments:</p>	<p>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</p>



<b>Citizen Comments</b>	<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 procedure 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>
<p><b>Motion to Recess</b></p> <p>Motion to Approve: Chair Anderson</p> <p>Second: Supervisor Royle</p> <p>Action on Motion</p>	<p>Motion to recess to 7:00 PM on Tuesday April 22, 2025</p> <p>Passed Unanimously</p>
<b>Meeting Reconvened</b>	
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
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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.					

<b>Web Assistant</b>	
	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

<b>Office Assistant</b>	
	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

<b>Deputy Clerk</b>		
	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			
	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
			Norkunas motion to authorize mileage, Anderson second
Vote count	Passed 2-0-16/3/2025CA, SN in favor, JR Abstains		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

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



## Greenville Township 2026 Meeting Schedule

January 16, 2025	January 9, 2025	January 15, 2026	January 8, 2026
February 20, 2025	February 13, 2025	February 19, 2026	February 12, 2026
March 20, 2025	March 13, 2025	March 19, 2026	March 12, 2026
April 17, 2025	April 10, 2025	April 16, 2026	April 9, 2026
May 15, 2025	May 8, 2025	May	
June 19, 2025	June 12, 2025	June	
July 17, 2025	July 10, 2025	July	
August 21, 2025	August 14, 2025	August	
September 18, 2025	September 11, 2025	September	
October 16, 2025	October 9, 2025	October	
November 20, 2025	November 13, 2025	November	
December 18, 2025	December 11, 2025	December	

# Greenvale Township

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 Norkunas, 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.		
Action	Motions for approval of applicants will occur at the regular meeting		
Motion to Adjourn			
Motion to Adjourn:	Chair Anderson		
Second:	Supervisor Royle		
Action on Motion	Passed Unanimously		
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 ROBEY

Lisa Laevold

Victor Koller

Alison Bartlett

Dawn ROLL

Aly Anderson

Bruce & Ruth Sauneson

Jim Chik

Steve Olin

Tony Power

Mary Collins

Perry Collins

Dean Odette

LARRY & Wendy Bolton

CHRIS & TIM MCNEARNEY

Bobbi Bolton

Linda Wasner

STU BERG

Nick Bolms

Erin Ulrich

Jay & Richard Moore

Kurt HEMPD

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~~ *Tuesday 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*

**Kur + Hambel**

*Mark Madak*

*Jeff DeLorenzo*

*[Signature]*

*[Large handwritten 'L' shape spanning multiple lines]*

Turn over for more signature lines