**Reorganization Meeting Agenda**

March 27, 2023

**ARTHUR TOWNSHIP BOARD MEMBERS ARE:**

Lisa Holcomb, Matthew Johnson and Becky Hadhazy

Clerk: Brett J. Anderson Treasurer: Teri Bentler

**Designation of Township Board Chairman**

**Designation of Township Board Vice Chairman**

**Adopt a schedule for regular Board Meetings**

**Designate date changes for regular Board Meetings**

**Set dates for Special Meetings**

 Audit Meeting / Budget Meeting

 Road Managers Meeting

 Reorganization Meeting

 Board of Appeal & Equalization – Set by County Assessor

**Adopt a schedule for Planning Commission Meetings**

**Designation of publishing places for legal notices –** Times and Advertiser

**Designation of banks as town depositories –** Neighborhood National Bank and First Citizens

**Designate Supervisors to Fill Duties**

 Road Manager

 Staff issues

 Recycling

 Weed Inspector

 Fire Department Representative

 Safety

**Review Safety Inspection Schedule**

**Appoint Planning Commission Members**

Present members are:

 Tom Jones

 Gene Kramer

 Steve VanAlstine

 Angela Tvedt

**Review Board Policies**

**Review Resolution Book**

**Review Road Files**

**Review Fund designations of CD’s**

**Review AWAIR Plan**

**Set Compensation for Town Officers and Employees**

Current Pay is as Follows:

 Employees: Troy Winterfield $25.00 -no change

 Fred Felland – recycling $22.00

 Road Manager $30.00

 Road Worker $25.00

 Zoning Base Pay $20.00 with a 6-month Review

 Pro-Rated

 Reimbursement

 Building Official Paid % of Permit Fees

 Assistant Building Official $25.00 out of B.O. Permit %

|  |  |
| --- | --- |
| Supervisors | $25.00 – no change |
| Clerk  | $25.00 – no change |
| Deputy Clerk  | $20.00 – no change |
| Office Assistant | $22.00 |
| Treasurer  | $25.00 – no change  |
| Deputy Treasurer | $20.00 – no change  |
|  |  |
| Election Judge | $15.00 – no change |
| Head Election Judge | $20.00 – no change |

Deputy Clerk and Deputy Treasurer shall receive $150.00 per meeting when serving as Clerk or Treasurer of the meeting.

Planning Commission (per meeting) $100.00

Town Board & Posted Meetings (per meeting) $150.00

Mileage: 58.5 cents per mile (2021 IRS rate was 56 cents per mile)

Training Per Diem $150.00

**PLANNING & ZONING – Confirm compliance with 60 day rule and preparation of State report on fees**

**Confirm compliance with Data Practices Act**

**Confirm sending Town Financial Report to State Auditor** – Done

**Life Insurance Policies and/or other contracts**

MATIT Insurance

Minnesota Benefits Life Insurance and Disability Insurance

**Any other business**

**Adjourn**