

**EUREKA TOWNSHIP
TOWN BOARD REORGANIZATION MEETING
AGENDA
MARCH 29, 2016
6:00 P.M.**

- I. Call to Order**
- II. Select Town Board Chair and Vice Chair**
- III. Approve Agenda**
- IV. Selection of Town Board Chair and Vice Chair**
- V. Meetings/Postings/Notices**
 - A. Adopt Resolution 2016-03 setting Town Board meeting dates and time
 - B. Adopt Resolution 2016-04 setting Planning Commission meeting dates and time
 - C. Assign liaisons for Planning Commission and Town Board meetings
 - D. Set regular meeting date and time for Round Table Meeting between Board and Planning Commission
 - E. Direct that special meetings be posted for the Planning Commission at Town Board meetings and special Town Board meetings at Planning Commission meetings
 - F. Policy for recording meetings
 - G. Designate posting place(s)
 - H. Designate official newspaper
- VI. Financial Items**
 - A. Adopt Resolution 2016-05 designating official bank
 - B. Signers for checking and savings accounts
 - C. Signers for Visa credit card
 - D. Township Financial Reporting Form
 - E. Set compensation for Township officers
 - 1. Town Board
 - a. Chair
 - b. Board members
 - c. Special meetings
 - 2. Planning Commission
 - a. Chair
 - b. Commission members
 - c. Special meetings
 - 3. Liaisons
 - 4. Election Judges
 - a. Head Judge
 - b. Judges
 - 5. Site inspections rate
 - F. Pay frequency
 - G. Employee performance review dates
 - H. Mileage reimbursement rate
 - I. Authorized expenses and reimbursements
 - J. Bond – Clerk and Treasurer (MATIT’s Consolidated Coverage)
 - K. MN Benefits Program – Officers Group Life Plan
 - L. Authorization for payment of potential training opportunities

VII. Professional Services

- A. Designation of Township Attorney
 - 1. Attorney contacts
 - 2. Attorney review date
- B. Designation of other professional services

VIII. Policies

- A. Compliance with Data Practices Act
- B. Compliance with 60 Day Rule
- C. Board Policies
 - 1. Copying costs
 - 2. Sign inspection/repair/replacement
 - 3. Snow plow policy
 - 4. Temporary road weight restriction permission policy
- D. Potential conflict of interest – resolution / affidavit
- E. Opinion Statement

IX. Assignments

- A. Lakeville Fire
- B. Farmington Fire
- C. North Cannon River Watershed
- D. Vermillion River Watershed
- E. Weed Inspector
- F. Ambulance
- G. Roads
- H. Wetlands/DNR
- I. Airlake Airport
- J. Town Hall Supervisor
- K. Dakota County
- L. Dakota County Sheriff
- M. Compliance Official
- N. Professional Services
- O. Building Inspector
- P. IT Consultant
- Q. Other

X. Other Business

- A. Direct List of Officer's Form be forwarded to MAT