

**EUREKA TOWNSHIP  
TOWN BOARD REORGANIZATION MEETING  
AGENDA  
MARCH 29, 2017  
7:00 P.M.**

- I. Call to Order**
- II. Select Town Board Chair and Vice Chair**
- III. Approve Agenda**
- IV. Meetings/Postings/Notices**
  - A. Adopt Resolution 2017-03 setting Town Board meeting dates and time
  - B. Adopt Resolution 2017-04 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
- V. Financial Items**
  - A. Adopt Resolution 2017-05 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

**VI. Professional Services**

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

**VII. 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

**VIII. 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

**IX. Other Business**

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