

Waterford Township Newsletter

DECEMBER 2022

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PRESERVING A BIT OF YESTERDAY FOR TOMORROW

History connects us to specific times, places and events that were significant milestones in our collective past. Restored historic buildings provide us with a sense of place & maintain continuity between our past and our present by preserving a trail of how we arrived at where and who we are today.

On December 31, 1979, Waterford School District 72 (a.k.a. Waterford Township Community Center & Town Hall) was included on the National Register of Historic Places (NRHP) for its historic and architectural value as well as its aesthetic character and heritage. Similarly on August 26, 2010, the 1909 Waterford Bridge was listed on the NRHP.

The NRHP listing comes with historic preservation requirements as legislated by the Federal government and managed by the State Historical Preservation Office (SHPO). Once a structure is listed on NRHP, SHPO ensures federal, state & local governments meet their historic preservation obligations by providing technical review that complies with federal law & regulation.

The NRHP listing has enabled the Township to apply for historic preservation grants to restore the 1909 Bridge. The 1909 Bridge, once restored will become part of the state Mill Towns Trail system. The multi-use trail will serve the public for decades. Unfortunately for the 1882 building, grant funding is highly competitive and scarce, so obtaining funds to continue using the building as a Town Hall not a historic destination, would negatively impact any funding availability.

Without grant funding, the repairs and/or historic restoration of the building, with review and approval by SHPO must be funded somehow. When consulted about a tax levy for historic restoration, the Township Attorney stated “Townships are not in the business of historic restoration”. A Township tax levy is for roads, fire service and elections, the primary responsibilities of a Township.

In 2017, thirty-seven years after the initial listing of the 1882 building on the NRHP, the Town Board struggled with the historic commitment without any funding resources while the building continued to deteriorate.

Deterioration & lack of funding left the Town Board with few options. Either donate the building to an organization that has a mission to preserve the past for future generations or continue to let the building deteriorate until SHPO would approve of the demolition of the building. Demolition was unthinkable!!! Donation was the only option.

The Township contacted two organizations - Dakota City and Rice County Steam & Gas Engine. Dakota City (Farmington) stated they already had a school house building. However, Rice County Steam & Gas Engine (Dundas) was searching for a one-room school house for “preserving a bit of yesterday for tomorrow”.

Preservation of this irreplaceable building is in the public interest so that its vital legacy as an 1882 one-room school house will be maintained and provide a sense of place for future generations.

More information on the NRHP listings can be found at: https://en.wikipedia.org/wiki/National_Register_of_Historic_Places_listings_in_Dakota_County,_Minnesota



RETIREMENT MESSAGE FROM SUPERVISOR LIZ MESSNER

35 years, 2 Townships & 100’s of changes from minutes in longhand and paper ballots to Board meetings via Zoom and electronic ballots. More to come I am sure, but it is now that I am saying ‘Thank You’ and will be retiring from the Board.

It has been a pleasure to serve this Township, an honor for being elected and humbling for all the faith people have given to the Board. ‘While everything has changed, nothing has changed’.

The heart of what makes a Township is quite simply ‘us’. Us as a community, neighbors and friends who give support, advice and on occasion argue with those of us on the Board.

In the end, what decisions we make directly affect all of us, not someone 100’s of miles away, but us here in our 3-mile by 5-mile area we call Waterford Township. It is the support of all of you that made being on the Town Board rewarding in so many ways.

Consider running for an office, or serving on the Planning Commission or a committee. You will not be disappointed, and your ‘us’ will support you.

Thank you especially to Board members, past and present that I have served with. It has been an honor to have worked with you.

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READY TO MOVE

12/16/2022

After weeks of intensive planning and coordination, Xcel Energy, Otting House Movers and Rice County Steam & Gas Engine have completed the logistics of the move.

Otting House Movers prepared the building for the move in late November. The building, back room and steeple will be moved as one unit on 12/16/2022 at 11:59 p.m.

Estimated time of arrival to it's new location: two to six hours depending on weather, power line maneuvering, traffic, obstacles, etc.



IT'S TIME TO SAY GOODBYE

ICE CREAM SOCIAL
09/18/2022

"There's a trick to the graceful exit. It begins with the vision to recognize when a job, a life stage, or a relationship is over — and let it go. It means leaving what's over without denying its validity or its past importance to our lives. It involves a sense of future, a belief that every exit line is an entry, ..." Pulitzer Prize author Ellen Goodman

This quote speaks to the graceful exit of the Town Hall with its future as a restored 1882 one-room school house & attached museum where 5,000+ individuals each year & countless school children each year will be able to step inside, experience a bygone era & learn about local history.

The graceful exit of the Town Hall would not be complete however, without a "It's Time to Say Goodbye" ice cream social.

Did you know that ice cream socials became a delicious phenomenon in the late 1860's just shortly before the 1882 Waterford Public School was built?

Marie Struss, retired educator & Township resident decided that an ice cream social would be a fitting final event for the Town Hall. Marie planned, funded and worked many hours ensuring the final event would validate the building's importance to Waterford, while at the same time celebrating a sense of future that will be possible for decades to come.

Struss & her committee of volunteers (Marie's son Steve Struss, Liz Messner, Bridget & Frank Wergin, Larry & Jan Odegard, Char Klemenhagen, Julie Vreyens, Erin Johnson & Ben Doherty, Theresa & Jake Bentz) planned & served up welcoming hospitality including pie (6 different flavors), ice cream, memory collages and note cards for over 160 attendees for more than four hours on 09/18/2022.

Reminiscing, laughter, pie & ice cream – graceful exit!!

THANK YOU!!



LABOR DAY WEEKEND 2023

ONE-ROOM SCHOOL HOUSE TOUR

The one-room school house move comes at a time of year when the ground is frozen requiring it to sit on cribbing near its new location until spring 2023. In the spring, a foundation will be built, the building will be lowered into place and finally permanently secured to the foundation.

Once on the foundation, the Rice County Steam & Gas Engine volunteers will begin restoring the one-room school house and converting the backroom into a history museum.

During Labor Day weekend 2023, Rice County Steam & Gas Engine's 48th Annual show will FEATURE the one-room school house and museum. The building will be open to the public and tours will showcase the rich history of the school house, including its restoration and relocation.



WORKING TOGETHER

11/01/2022 RENTAL AGREEMENT

In 1858, when Minnesota became a state, residents created local town governments. Dimensions of a Township were approximately 6-miles-by-6 miles (36-sections) allowing citizens to vote or file legal papers within a day's horseback ride. (Unknown source - but great nugget of information)

As the story goes, when Sciota Township was established by the County Commissioners, some residents of Sciota were unhappy with the decision. At a meeting in April that year, the Sciota Town Board voted to split the Township. The western half of Sciota was separated from the eastern half of Sciota and named Waterford, leaving two townships with fifteen sections each. (sciotatownship-mn.us/history)

In 2019, Waterford Township found itself needing a voting precinct that met federal & state accessibility (ADA) requirements. Sciota's Town Hall met the requirements.

Immediate benefits: increase in Waterford voters with mobility challenges; the Clerks have been able to share Election Administration responsibilities; the Clerks worked together to meet COVID protocols & mandates.

In 2022, Sciota & Waterford Clerks worked together to write a grant that offset costs of offering a Dumpster Day event for residents of both Townships. The event was well attended by both townships' residents, despite the rain. A successful event that will be repeated in 2023.

In 2022, Waterford Township found itself needing a place to conduct Town Board/Planning Commission meetings that met ADA requirements after the Waterford Town Hall was donated for historic restoration and preservation. Sciota opened its doors to Waterford without hesitation.

164 years after the split, Sciota & Waterford Townships entered into a rental agreement (no sunset date) to share a beautiful ADA compliant government building.

The alliance between the two Townships benefits all taxpayers in both Townships. Waterford's rental cost is less than owning a building and Sciota receives rent to cover additional custodial, lights, heating, cooling, water, insurance, snow removal and wear & tear costs.

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“BUILDABLE SITES”

TOWNSHIP RECEIVES \$14,500

In the summer of 2023, the Town Board & the Planning Commission will schedule joint Work Sessions to lay out the Township by section. Waterford has 15 sections. A section is an area nominally one square mile, containing 640 acres. Building site availability will be determined and entered into a digital database on the Township website.

Every property owner, within a section, will be notified and invited to attend the Work Session that will review the section in which they own property.

Once all buildable sites are determined, the Township will have a Public Hearing before formally adopting the buildable sites inventory. Going forward the buildable sites inventory will be used when issuing a building permit, splitting properties and/or when realtors call to check on building site availability.

The \$14,500 grant funding will help defray the consulting costs of an Attorney, Planner & software developer.



STRENGTHENING THE TRUSSES

PHASE 2 - SUMMER 2023

The Township submitted a grant application for Phase 2 of the Bridge Restoration on 09/10/2022 to the Minnesota Historical Society. On 12/22/2022, the Township received notification they had been awarded \$244,393 for Phase 2 of the 1909 Waterford Bridge restoration.

Phase 2 strengthens the trusses. This phase is now scheduled to be bid in the spring of 2023 with work to be completed by the end of summer 2023.

Phase 3 (decking & railing) and Phase 4 (painting) will cost another two million dollars. The Township will need to seek funding from the State of Minnesota and/or the federal government to complete the restoration of the bridge.

Once the restoration is complete, the bridge will become part of the Mill Towns Trail system. When complete, the Trail will connect the cities of Faribault, Dundas, Northfield, Waterford, Randolph, and Cannon Falls, for a total of approximately 25 miles. The Trail will be an important link in the developing southeast Minnesota trail system, connecting the Sakatah Singing Hills State Trail with the western end of the Cannon Valley Trail in Cannon Falls.



KUDOS TO DAKOTA COUNTY PUBLIC WORKS DEPT

Steve Wheeler, Road Steward, worked with the Dakota County Public Works department to have the aprons (aprons) along County Road 47 (CR 47) repaired.

On 08/10/2022, the aprons at CR 47 & Canada Ave and CR 47 & Upper 321st St were fixed eliminating the potholes & minimizing standing water on the aprons. [Thanks Dakota County!!!](#)



THREE TOWNSHIP PARKS

PARK ORDINANCE 2022-01

Did you know that the Township has three parks & now the Township has an Ordinance that establishes rules and regulations for those parks?

Waterford Township Parks

1. Waterford Township Park – located SH 3 & 321st
2. Pioneer Wheat Trail Park – located CR 47 & Colorado
3. 1909 Waterford Bridge Park – located on Canada Ave.

Park Ordinance 2022-01 contains rules and regulations for parking hours, fireworks, outdoor fires, overnight camping, noise, alcoholic beverages, vandalism, graffiti, littering, motorized vehicles, etc.

On 09/12/2022, the Town Board held a Public Hearing to take comments on Park Ordinance 2022-01. Hearing none, the Town Board adopted Park Ordinance 2022-01 at the Regular Board meeting of the Township on 09/12/2022.

The Township has experienced damage to all three parks. Without an Ordinance in place, the Dakota County Sheriff was unable to arrest and prosecute the violators.

With an Ordinance in place, those that violate the Ordinance will be arrested by law enforcement and prosecuted. Monetary restitution will cover the costs of damages, not Waterford taxpayers.

Various “Ordinance” signs will be installed in the Parks in the spring of 2023. A copy of the complete Park Ordinance can be found on the homepage under “News” on the Township’s website: waterfordtownshipmn.org



SUCCESSFUL DUMPSTER DAY

DESPITE THE ON & OFF RAIN

Sciota & Waterford Town Clerks collaborated on a Dakota County Rural Solid Waste Abatement Grant application. The grant paid for the advertising of the August 6, 2022 Dumpster Day event & the hauling (not the recycling or landfill fees) of solid waste collected during the event.

Minnesota Mosquito Control paid for the hauling & recycling of 125 tires (no charge to residents). A trailer load of scrap metal and cardboard was free of charge. Thirteen loads of household items, seven appliances, and twenty-two electronics required a pass-through recycling/landfill fee.

Between the grant money (\$962.89), the free tire hauling & recycling, the pass-through recycling/landfill fees collected from those that participated and the volunteers that worked the four hour event, the event broke even. Perfect!

Despite the rain, off & on during the four hour event, Dumpster Day was a success. The Townships will hold a Dumpster Day in 2023 – watch your mailbox for details!

Thanks to Sciota Township for the use of their Town Hall parking lot. A big thank you to six Sciota volunteers (Tony & Heidi VanDeSteege, Randy Volkert, Duane Ness & the VanDeSteege teenagers) plus three Waterford volunteers (Charlene Klemenhausen, Steve & Elizabeth Wheeler).

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FINANCIAL STABILITY

5-YEAR JOURNEY OF DISCIPLINE

"Planning reflects on the past while planning for the future". (unknown)

On 10/10/2022, the Town Board met in a Work Session to review the past five years and to start planning the next four years. If you missed the Work Session, the planning document is on the Township website on the homepage under "News" *Lowering the Levy*.

The Lowering the Levy planning document is packed with information that follows the five-year (2018 – 2022) journey from the Township's financial instability (page 6) to it's financial stability (pages 7 - 11) while managing a six-year road maintenance & rehab plan, bridge restoration, preserving the Town Hall, updating zoning ordinances, etc.



LOWERING THE LEVY

4-Year Journey of Methodical Planning

"If you fail to plan you plan to fail"
(Benjamin Franklin)

We can never know for sure what lies ahead, so we cannot predict with absolute certainty that the *Lowering the Levy* planning document for the next four-years (pages 12-15) will not change, most likely it will change!

The four-year planning document has a mission of retaining financial stability while managing responsibilities, lowering the levy & finding a sustainable tax levy by the end of 2026.

Lowering the Levy - 2023 The 2023 tax levy was lowered by 4.5% while townships & cities all around Waterford (page 18) raised their tax levies in the midst of rising inflation and interest rate hikes.

The first tax levy reduction was accomplished by paying off the Bridge Loan; renting instead of owning a building; CTAS 6-year audit of expenses, revenues, tax levies and motions; balancing CTAS to the bank; validating & establishing designated fund balances; adopting a financial policy R2018-09; establishing a Fund for non-levy revenues; (more on non-levy funding at Annual Meeting on 03-14-2023)

Lowering the Levy 2024 - 2026 The *Lowering the Levy* planning document (pages 19-21) highlights major responsibilities, funding sources, anticipated challenges & a targeted levy reduction percentage for three more years.

A targeted levy reduction percentage is a target not an adopted percentage. Why? Managing a Township is a fluid array of interlocking pieces that is subject to economic factors, government mandates, policy changes, weather, etc. If one interlocking piece is impacted, it can impact some or all of the others.



QUICK REFERENCE TO 2023

BOARD & PC MEETINGS

A one-page listing of all Regular Board & Planning Commission meetings for 2023, including teleconferencing information, can be quickly gotten from the homepage on the website under "News". waterfordtownshipmn.org

CTAS CENTRAL TO TOWNSHIP FINANCES



Approximately 1,200 Townships, including Waterford, utilize the Small City & Town Accounting System (CTAS) to perform a Township's monthly and annual accounting.

Waterford's Clerk & Treasurer utilize CTAS to perform their individual monthly accounting responsibilities, prepare the annual budget for the Town Board & manage investments. Treasurer submits financial reports to State Auditor's office.

CTAS is a fund accounting system used to track the amount of cash designated for specific purposes. Waterford has 17 designated Funds intended to restrict the uses to which Township revenues can be used. Coding of all transactions within each Fund is critical to the accuracy of fund balances.

CTAS consists of multiple modules. Until recently, Waterford was not using the Budgeting and Investment modules. After Treasurer Wheeler volunteered 1,000 hours of time to perform an audit of CTAS & Town records (2016 – 2021), he was then able to begin the set up & implementation of the two additional modules.

The utilization of the CTAS Budgeting & Investment modules enhances the financial management of the Township:

CTAS BUDGETING module

1. Organizes funds & accounts. Improves the way we plan, budget, and forecast.
2. Presents the previous year's budget amounts when entering the new budget values.
3. Provides searchable electronic storage of budget records.
4. Receipts & claims are budgeted by month.
5. Tracks actual expenses to budgeted expenses by month.
6. Essential tool for short term investing.

CTAS INVESTMENT module

The Township Levy is received in two payments, one-half in July and the other in December. Before the implementation of the budget & investment modules, the Levy payments were held in checking and in a very low interest earning savings account.

With the implementation of the two modules, the Township is able to invest 100% of Levy funds not needed to pay the current month's claims in investment options that yield a higher rate of return.

The Treasurer uses the Budget module, the Investment module and Internet Banking to move funds from checking to interest bearing accounts until it comes time to transfer the money back into checking to pay claims.

CURRENT INVESTMENT options:

- Closed savings account - 11/01/2022
 - .10% interest paid quarterly
- Opened Money Market on Demand (MMD) – 11/01/22
 - 1.00% interest compounded daily & paid monthly
 - Interest coded to Non-Levy Fund
 - Non-Levy Funds can be used to reduce taxes
- Certificate of Deposits (CD) – variable rates & months
 - Ex. 3.25% -- 18 months – decommissioning escrow

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SNOW & ICE CONTROL POLICY

Wondering when the Township will plow the snow??? The Town Board adopted the Snow & Ice Control Policy by Resolution on November 9, 2020. The policy can be found on the Township website: waterfordtownshipmn.org on the homepage under "News" or call the Town Clerk to have a policy mailed to your home - Town Clerk - 651-346-8467 – leave a message – she will call you back.

A *TIMELY*
Reminder

MINNESOTA STATUTE 160.2715

Misdemeanor/Civil Penalties

With the return of sub-freezing temperatures, it is time to remind everyone to read and understand the law expressly forbidding obstructing any public road or depositing snow or ice thereon.

Violations are considered misdemeanors, but civil penalties also apply if the placement of snow creates a hazard, such as a slippery area, frozen rut, or bump, that contributes to a motor vehicle or pedestrian accident. The civil liability can extend to both the property owner and the person who placed the snow.



HOW TO RUN FOR TOWN OFFICE

WHAT IS A TOWN BOARD?

- The Waterford Town Board consists of three supervisors, a clerk, and a treasurer.
- The elected Board conducts the affairs of the township.
- Supervisors serve three-year terms.
- Clerk & Treasurer serve two-year terms.
- The powers and duties of the township and the town officers are set out in state statute.

WHAT ARE THE DUTIES OF A TOWN SUPERVISOR?

- Supervisors "have charge of all town affairs not committed to other officers by law." Minn. Stat. § 366.01, subd. 1.
- Supervisors are charged with the duty to make decisions on behalf of the town and have the responsibility to see that the town fulfills its duties to the state and to town residents.
- Common duties include awarding contracts, approving policies, motions & resolutions, authorizing township expenditures, and adopting ordinances.

WHAT ARE THE DUTIES OF A TOWN TREASURER?

- Primary duties are in MN Stat § 367.16.
- Performs CTAS (Small Cities & Town Accounting System) monthly accounting including financial statements & reconciliations.
- Manages 17 designated Funds intended to restrict the uses to which Township revenues can be used.
- Treasurer keeps a register of all demands for payments made to the town and of all checks the town issues.

- Treasurer utilizes CTAS Budget & Investment modules
- Treasurer works with Clerk to prepare annual Budget
- Treasurer manages short-term investing
- Treasurer utilizes internet banking
- Responsibilities require experience & expertise in accounting, preferred FUND Accounting

AM I ELIGIBLE TO RUN FOR TOWN OFFICE?

To be eligible to run for town office you must be:

- An eligible voter.
- Filed as a candidate – only one office per election.
- Be at least 21 years old at the time of assuming office.
- Be a resident of the township for at least 30 days before the election.

IF I RUN FOR OFFICE, AM I REQUIRED TO CAMPAIGN?

No, whether you choose to campaign for the office is entirely up to you.

- You may not campaign in any way at the polling place or within 100 ft of the building in which the polling place is located or on public property. Minn. Stat. § 204C.06.

WHAT RESOURCES AND TRAINING ARE AVAILABLE FOR NEW TOWN OFFICERS?

Nearly every township in the state is a member of the Minnesota Association of Townships (including Waterford). Every year, the Association conducts numerous training sessions for town officers, including spring short courses, summer short courses, an annual meeting/educational conference and district meetings.

WHERE CAN I GO FOR MORE INFORMATION?

There are many resources available to learn more about towns and running for town office.

- Contact the town clerk for information either by email: waterfordtownship@gmail.com or by calling 651-346-8467 – leave a message – Clerk will call you.
- The county auditor is the chief elections officer for the county and can provide you with election related information.
- The Minnesota Association of Townships web page: mntownships.org contains a wide range of information on town government including a calendar showing the dates and deadlines for town elections and a Town Manual that provides an overview of many town-related issues officers and prospective officers may find of interest.
- The Elections Division of the Secretary of State's Office answers questions regarding town elections: 651-215-1440. They also have a wealth of information about elections available on their web page, including a town election guide: sos.state.mn.us

Note: Town Clerk makes every effort to ensure accuracy in the Newsletter but makes no claims, promises, or guarantees about the accuracy, completeness, or adequacy of the contents & expressly refuses liability for errors & omissions in the contents.

Note: MN State Statutes are cited but not transcribed word for word due to space constraints. Printing segments or paraphrasing or summarizing the Statute is in no way intended to mislead anyone but to allow the reader to look up the exact wording for further clarity and/or understanding if they so choose.

Town Clerk requests respectful feedback on the Newsletter to ensure it meets the needs of the recipients. Email waterfordtownship@gmail.com or call 651-346-8467.

Newsletter Editor & Publisher - Town Clerk Elizabeth Wheeler

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FILING FOR OFFICE

SUPERVISOR
3 YEAR TERM

March 25, 2023 – March 21, 2026

TREASURER
2 YEAR TERM

March 25, 2023 – March 22, 2025



VILLAGE DRAINAGE PROJECT

Thanks to ARPA funds & taxes!

In 2021, with the guidance of the Minnesota Association of Townships (MAT), the Township applied for “American Rescue Plan” funds. The funds, \$54,750, must be used within certain parameters, thus the guidance from MAT was a factor in the decision to use the funding for the “Village Drainage” project that was identified as a need in 2019 (before COVID) when some of the roads & right-of-way experienced gullies, standing water & persistent potholes.

The Township hired Kimley/Horn to conduct an engineering study of the drainage issues. 110-page engineering report can be found on the Township website under “News”.

Kimley/Horn reported in 2020, “*the existing gravel roadways within the Village are not graded with a consistent roadway crown and do not have consistent ditch sections to convey stormwater runoff. As a result, the roadways experience varying levels of washout in larger storm events. The majority of the culverts in the neighborhood are buried from accumulated sediment or intentionally plugged with rocks by residents, contributing to the gravel washouts that are experienced*”.

Because the project costs will exceed the grant amount, the Township will need to utilize other funding to complete the 2023 drainage project. The 2024 portion of the project, rehabbing the roads, is scheduled to occur in 2024 after the roads have had a year of traffic to compact the road base.

Traffic counts, meeting with Village property owners and bidding the project will take time, but the Village Drainage Project is scheduled to be completed by late fall 2023.

ROAD REHAB SUMMARY & 2023 REHAB SCHEDULE

Below is a truncated progress report on the 6-year road rehab plan & **2023 Rehab Schedule**. Details on road rehabs can be found in the December 2021 Newsletter found on website: “Government” “About Us” “Newsletters”

2020 REHAB - Canada Avenue (south) between State Hwy 19 & County Road 47 – 1.3 miles rehabbed

2021 REHAB - 300th between State Hwy #3 & Burma Avenue – 1 mile rehabbed

2021 REHAB - 290th, Danbury (between 290th & 297th) & 297th - 1.24 miles rehabbed

2021 – CULVERT REPLACEMENT – Canada Ave

2022 REHAB - 320th between Canada Ave & the town line - 1.4 miles rehabbed, 315th from SH 3 to town line - 0.72 miles rehabbed.

2022 REHAB - Dresden Ave between 315th & County Road 96 - ½ mile rehabbed.

2022 ASPHALT MAINTENANCE - Dresden Ave between County Road 96 & the township line - 1 mile crack fill.

2023 – REHAB - 300th between Burma Ave & Arkansas – 1.25 miles scheduled for rehab in summer 2023

2023 – REHAB - Burma Ave – 0.79 miles scheduled for rehab in summer 2023

Road Steward (507) 261-2539 or waterfordtownship@gmail.com

Notice is hereby given for the time of “filing” affidavits of candidacy for township officers to be elected at the Waterford Township Annual Election on Tuesday, March 14, 2023 from 10:00 a.m. to 8:00 p.m.

Filings will open at 8:00 a.m. on January 3, 2023 and close at 5:00 p.m. on January 17, 2023. “Affidavit of Candidacy” forms can be obtained one of three ways:

- Email: waterfordtownship@gmail.com
- Phone: 651-346-8467
 - Leave a message - Clerk will call you back.
- In Person:
 - Sciota Town Hall – 30038 Alta Ave., Northfield, MN
 - 1 p.m. to 5:00 p.m. on January 17, 2023

Affidavit of Candidacy form requirements:

- \$2.00 filing fee
- One-page document--all information must be completed
- Applicant signature – Signature must be notarized.
 - Town Clerk can notarize at no charge.
- **Must be in Clerk’s possession – 01/17/2023 – 5:00 p.m.**



ANNUAL TOWNSHIP ELECTION

03/14/2023 – 10 AM TO 8 PM

Annual Township Election will be held on March 14, 2023 from 10:00 a.m. to 8:00 p.m. for Waterford residents.

Polling Place: Sciota Town Hall
30038 Alta Avenue
Northfield, MN 55057

Inclement Weather may cause the Annual Election to be postponed until the third Tuesday in March at the same time and place.



ANNUAL TOWNSHIP MEETING

03/14/2023 AT 8:15 P.M.

Please note that Sciota Township will be conducting their own Annual Township meeting within their building, thus requiring Waterford to meet at an alternate location.

The March 14, 2023 Waterford Township Annual Meeting will be held at 8:15 p.m. at the **Prairie Creek Community School** located at 27695 Denmark Ave, Northfield, MN 55057

The 47-page report from the last Annual Meeting (03/09/22) is available on the Township website under “News” for your review.