

Brandon Township

Douglas County, Minnesota

May, 2020 Meeting Minutes

The regular monthly meeting was held on May 18, 2020, via ZOOM from the township officials' homes with Supervisors Kerby Lund, Dennis Lund and Bryan Meichsner present together with Treasurer Kathy Zimmerman and Clerk Mike Cleary. With a quorum present, the meeting was called to order at 7:00 pm. The pledge of allegiance was recited by all.

Approval of Agenda: A motion to approve the agenda, with some additional items added by the clerk, was made by Bryan with a second by Dennis. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.

Approval of Minutes: Reading of the minutes of the March 16, 2020 Monthly Meeting and the April 27, 2020 Special Meeting was waved. A motion to approve both minutes was made by Bryan with a second by Dennis. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.

Treasurer's Report: Beginning cash and investment balance on 3/1/2020 was \$368,709.78. March and April, 2020 receipts and disbursements were \$2,521.50 and \$6,863.44, respectively, resulting in an ending balance of \$364,367.84 at 4/30/2020. A motion to approve the treasurer's reports was made by Dennis with a second by Bryan. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.

Road and Equipment-

- A. Motion was made by Kerby with a second by Dennis to hire Klimek Tree Service to remove trees and brush on west side of Whiskey Lake Dr north from James Meisner to County Rd 58. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.
- B. Motion was made by Dennis with a second by Bryan to accept estimates of \$10,200 to \$17,065 from Chuck Olson Excavating to repair frost boils and make other repairs and giving Kerby the latitude to authorize 4- or 6-inch pipe as appropriate. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.
- C. Motion by Dennis with a second by Bryan to accept estimate of \$5,030 from Chuck Olson Excavating to repair pot hole area on Chippewa Hts Rd. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.
- D. Motion by Bryan with a second by Dennis to accept estimates from Chuck Olson Excavating to make various other repairs totaling \$7,590. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.
- E. Motion by Kerby with a second by Dennis to accept road gravel quote of \$10 per yard from Balgaard Services. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.
- F. Motion by Kerby with a second by Bryan to accept Ness Construction quote of \$10,935 to install a larger opening garage door in the township garage. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.
- G. Motion by Kerby with a second by Bryan to accept quote of \$140 per mowing to maintain the Edgewood Cemetery for 2020. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.

- H. Request to install speed limit signs on Tanglewood Rd was denied.
- I. Large frost boil on Limb Rd was discussed. Kerby has met and/or spoken with the supervisors from the other three townships that share this town line road. Current town line road maintenance agreements call for Brandon Township to maintain and to invoice the other three townships for their share of cost incurred. Kerby will request an estimate from Chuck Olson Excavating.

Other Business:

- A. Motion by Bryan with a second by Kerby to appoint the following election judges: Kathy Zimmerman Head Judge, Susan Hanson, Bev Cleary, Dennis Lund and Mike Cleary. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried.
- B. Motion by Bryan with a second by Kerby to approve claims totaling \$20,922.18 and to transfer \$20,000 from the Money Market Account to the Checking Account. Roll call vote – Kerby Lund – Aye, Dennis Lund – Aye, Bryan Meichsner – Aye Motion carried. The full list of claims is available for public inspection in the Township Clerk’s office.

Correspondence and Clerk Notes:

- A. The clerk reviewed the building permits and assessment searches received over the past two months.
- B. The Assessor’s report from the April Board of Appeals was discussed noting one minor appeal that was granted.
- C. The small and large appliance free recycling for township residents will take place in Veteran’s Park in Brandon on Weds, May 20th from 3 to 7 pm.
- D. The new township website is complete and in process of being hosted live. The clerk has rewritten certain of the township policies that he will send to each supervisor for discussion at the June meeting.

Wolf Creek Road Update: The township engineer, Jeff Stabnow, could not join the meeting due to an earlier bid opening commitment with another township and then he experienced technical difficulties in joining our meeting later on. After much discussion, the clerk was instructed to contact a second engineering firm to obtain their recommendations and cost estimates to correct the soil and slope problems. A public meeting will be scheduled for the presentation of the report to the residents.

Adjournment: The meeting was adjourned at 9:30 pm. The next meeting will be at 7:00 pm Monday, June 15, 2020 either by ZOOM or at a location that will accommodate social distancing. The location will be announced on the Township website.

These minutes are not official until approved by the Township Board