

# Brandon Township

## Douglas County, Minnesota

### November, 2020 Meeting Minutes

The regular monthly board meeting was held on November 16, 2020 at the 106 Mallard Ln Township Garage 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 was made by Bryan with a second by Dennis. Motion carried 3-0.

**Approval of Minutes:** A motion to waive the reading of the minutes of the October 19, 2020 and November 12, 2020 meetings and to approve same was made by Dennis with a second by Bryan. Motion carried 3-0.

**Treasurer's Report:** Beginning cash and investment balance on 10/1/2020 was \$337,491.02. October, 2020 receipts and disbursements were \$3,219.42 and \$9,845.01, respectively, resulting in an ending balance of \$330,865.43 at 10/31/2020. A motion to approve the treasurer's report was made by Bryan with a second by Dennis. Motion carried 3-0.

#### Road Issues:

- a. Borings on Limb Rd were completed this past week by Independent Testing Technologies. As soon as we receive the results, Cleary will coordinate scheduling another meeting of the four townships to discuss next steps.
- b. Ness Backhoe has repaired the damage resulting from Fish & Wildlife installing a culvert under Utopia Rd.
- c. Kerby reported a lead on acquiring a newer used plow truck to replace the 1990 Ford truck this next spring for around \$30,000.

#### New Business:

- a. A motion by Bryan with a second by Kerby was made to rescind Resolution 04-27-20B establishing mail in voting and to return to poll place voting. Motion carried 3-0.
- b. A motion by Bryan and second by Dennis to approve Resolution 11-16-20 Designating Annual Polling Place to be the Brandon City Auditorium. Motion carried 3-0.

#### Correspondence and Clerk Notes:

- a. Building permits and special assessment requests were reviewed.
- b. Cleary volunteered to meet new property owner on Vista Trail regarding locating an approach.

- c. Discussion was held regarding succession planning for the unexpected. Cleary recommended recruiting a Deputy Clerk and a Deputy Treasurer as possible back-up. The supervisors will discuss possible candidates at the December meeting. The Clerk and Treasurer will document their duties and accounting procedures to facilitate transfer of same when necessary.

**Approval of Claims:** A motion to approve claims totaling \$29,874.97 and to transfer \$25,000 from the money market account to the checking account was made by Dennis with a second by Bryan. Motion carried 3-0. The full list of claims is available for public inspection at the Township Clerk's office.

**Adjournment:** The meeting was adjourned at 8:25 pm. The next regular monthly meeting will be at 7:00 pm Monday, December 21, 2020 at the township garage at 106 Mallard Ln, Brandon, MN.

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Clerk, Mike Cleary

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Chairman, Kerby Lund

***These minutes are not official until approved by the Township Board***