

Brandon Township

Douglas County, Minnesota

January, 2021 Meeting Minutes

The regular monthly board meeting was held on January 19, 2021 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.

Oath of Office: Kerby and Dennis both took the Oath of Office to serve four-year terms beginning January 1, 2021.

Approval of Agenda: Motion by Dennis with a second by Bryan to approve the agenda. Motion carried 3-0.

Approval of Minutes: Motion by Bryan with a second by Dennis to waive the reading of the minutes of the December 21, 2020 and the January 13, 2021 meetings and to approve same. Motion carried 3-0.

Treasurer's Report:

Beginning cash and investment balance on 12/1/2020 was \$308,663.33. December, 2020 receipts and disbursements were \$131,457.50 and \$92,529.68, respectively, resulting in an ending balance of \$347,591.16 at 12/31/2020. Motion by Bryan with a second by Dennis to approve the treasurer's report. Motion carried 3-0.

Budget and Levy:

The Treasurer's annual financial report and proposed budget for 2021 were reviewed. Motion by Kerby with a second by Bryan to recommend a levy of \$257,000 for 2022 for approval at the annual town meeting on March 9, 2021. Motion carried 3-0.

Road, Equipment and Facilities:

- a. Kerby reported that the County has offered to sell a used plow truck to the township. Motion by Dennis with a second by Bryan to purchase the truck for \$35,000 pending a test drive by Kerby and Zach.
- b. Discussion was held regarding the need to schedule when future road improvement projects will be considered. Motion by Kerby with a second by Bryan to approve a 3-year plan to consider paving of Svend Dr/Ln for 2021, consider paving of Strom Drive for 2022 and consider resurfacing of Chippewa Hts, Wallen and Shorewood Roads for 2023. Motion carried 3-0.
- c. A meeting was held with Millerville, Leaf Valley and Ida townships on January 13, 2021 to discuss the repairs needed on Limb Rd. Based on discussions with Douglas County Engineer Tim Erickson, rebuilding of Limb Rd would likely qualify for funding through MDOT's Local Road Improvement Project. The townships agreed to have Brandon Township prepare the grant application and to obtain the County's approval to serve as the fiscal agent. Motion by Bryan with a second by Dennis to approve Resolution 01-19-2021A To Support the Application for Local Road Improvement Program Funding for Limb Road Reconstruction. Motion carried 3-0.

- d. It was noted during the meeting with Tim Erickson that lake access paving projects such as Svend and Strom would not qualify for this type of funding but that rebuilding other roads such as Chippewa Hts and Wolf Creek Rd may possibly qualify for future funding. However, with only \$75,000,000 available in 2021 for all townships and cities in Minnesota, there is no guarantee that the Limb Rd project will receive grant funding. Projects that will receive grants will be announced in May, 2021.

Annual Reorganization:

- a. Motion by Dennis with a second by Bryan to appoint Kerby as Board Chairman and Dennis as Vice Chair. Motion carried 3-0
- b. Motion by Bryan with a second by Dennis to approve the monthly meeting schedule for 2021. Motion carried 3-0.
- c. Motion by Bryan with a second by Dennis to continue the Official Posting Sites to be the Douglas County Record, Bremer Bank, the Township garage at 106 Mallard Ln and the Township Web Site. Motion carried 3-0.
- d. Motion to approve Bremer Bank as depository for township funds by Bryan with a second by Kerby. Motion carried 3.0.
- e. Motion by Kerby with a second by Dennis to approve check signers to be Mike, Kathy, Kerby and Dennis. Motion carried 3-0.
- f. Motion by Dennis with a second by Bryan to hire Zach Hintermeister, Terry Gillespie and Ryan Skilling on a part-time basis to assist in snow plowing, grading and mowing at the current hourly rate. Motion carried 3-0.
- g. Motion by Dennis with a second by Bryan to continue memberships in MAT, MATIT and DCAT. Motion carried 3-0.
- h. Motion by Bryan with a second by Dennis to approve the officer and part-time employee compensation schedule and to adopt the IRS mileage rate of \$0.54 for 2021.
- i. Motion by Kerby with a second by Bryan to adopt Resolution 01-19-2021B to Authorize Individual Supervisor to Purchase Needed Supplies or Order Work Done in a Necessary Emergency up to \$5,000. Motion carried 3-0.
- j. Motions to adopt Resolutions 01-19-2020C/D/E to Approve Contracts with Interested Officers to perform township work to include grading, mowing, weed spraying, snow removal, sign replacement and equipment maintenance work at the current hourly rates as follows:
 - a. To hire Kerby – motion by Bryan with a second by Dennis – carried 2-0 with Kerby abstaining
 - b. To hire Dennis – motion by Kerby with a second by Bryan – carried 2-0 with Dennis abstaining
 - c. To hire Bryan – motion by Dennis with a second by Kerby – carried 2-0 with Bryan abstaining

Approval of Claims: Motion by Kerby with a second by Dennis to approve payment of claims totaling \$3,796.15. 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 9:20 pm. The next regular monthly meeting will be at 7:00 pm Tuesday, February 16, 2021 at the township garage at 106 Mallard Ln, Brandon, MN.

Clerk, Mike Cleary

Chairman, Kerby Lund

These minutes are not official until approved by the Township Board