

# Brandon Township

## Douglas County, Minnesota

### May 15, 2023 Meeting Minutes

A regular monthly board meeting was held on May 15, 2023 at the 106 Mallard Ln Township Garage with Supervisors Kerby Lund, Dennis Lund and Bryan Meichsner present together with Clerk Mike Cleary and Treasurer Kathy Zimmerman. With a quorum present, the meeting was called to order at 7:00 pm. The pledge of allegiance was recited by all. There were a total of nine guests and residents present.

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

**Approval of Minutes:** Motion by Bryan with a second by Dennis to waive the reading and approve the minutes of the April 17, 2023 regular monthly meeting. Motion carried 3-0.

**Treasurer's Report:** Beginning cash and investment balance on April 1, 2023 was \$423,674.30. April, 2023 receipts and disbursements were \$120.13 and \$9,281.81, respectively, resulting in an ending balance of \$414,512.62 at April 30, 2023. Motion by Dennis with a second by Bryan to approve the Treasurer's Monthly Report. Motion carried 3-0.

**Strom Dr Paving Project:** Dave Rush has clarified the question of the number of buildable lots owned by the Hoffmans as being just one. That reduces the number of pending road paving assessments from 16 to 15.

#### **Road, Equipment and Facilities:**

- a. Paul Starke was present to discuss repairing and possibly overlaying Shorewood Ln. It was noted that Shorewood Ln was paved in 1994 as part of a larger project that included Wallen Rd and Chippewa Heights Rd and that all three of these 5-ton roads have exceeded their useful lives and needed to be addressed as one project. Township Engineer, Jeff Stabnow, was requested to prepare an estimate of the cost of replacing and upgrading all of Shorewood Ln, Wallen Rd and Chippewa Height Rd at the township current design standard of 7-tons.
- b. Mike presented a listing of recommended repairs and improvements needed in both the 104 and 106 buildings. Motion by Dennis with a second by Bryan to authorize Mike to purchase additional chairs and tables for the meeting room and for Dennis to purchase and install a supply cabinet in the bathroom. Motion carried 3-0.
- c. Terry completed his tour of the gravel roads and submitted a request for a total of approximately 3,500 yards of gravel to be applied on certain township roads. Motion by Bryan with a second by Kerby to approve his request. Motion carried 3-0. Mike will prepare a map of the specific locations and quantities for Balgaard Services.
- d. Steve Moen reported that there is some confusion regarding the petition that is being circulated for a possible paving project on Little Chippewa Rd. Mike will provide Steve with a copy the materials given to the resident that is circulating the petition. Steve requested that the township consider

making some needed repairs and then deferring any paving for a year or two. The supervisors will look into making the repairs before considering a paving project and will address the signed petition when it is presented.

- e. Residents from Svend Dr were present to express their concerns about the condition of Wolf Creek Rd and the recently paved Svend Dr. The supervisors will look into their concerns.

**Information Items:** Mike reported that GCTEL was in the process of installing new fiber optic cable in the township. There were two new building permits and three special assessment requests since the prior meeting. Dennis will issue permits on Friday, May 19<sup>th</sup> and will also work the clean-up event on Saturday, May 20<sup>th</sup>. Mike met with the insurance appraiser on April 16<sup>th</sup>. Comment was made that we need to get a railing on the stairs in the 106 building.

**Approval of Claims:** Motion by Bryan with a second by Dennis to approve payment of claims totaling \$32,297.88 and to transfer \$35,000 from the Money Market Account to the Checking Account. 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 8:35 pm.

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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***