

Brandon Township

Douglas County, Minnesota

July 17, 2023 Meeting Minutes

A regular monthly board meeting was held on July 17, 2023 at the 106 Mallard Ln Township Hall with Supervisors Kerby Lund and Dennis Lund 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 was seven residents present. Supervisor Bryan Meichsner joined the meeting about 20 minutes later.

Approval of Agenda: Motion by Kerby with a second by Dennis to approve the agenda. Motion carried 2-0.

Approval of Minutes: Motion by Dennis with a second by Kerby to waive the reading and approve the minutes of the June 19, 2023 regular monthly meeting. Motion carried 2-0.

Treasurer's Report: Beginning cash and investment balance on June 1, 2023 was \$383,577.19. June, 2023 receipts and disbursements were \$179,881.47 and \$41,433.29, respectively, resulting in an ending balance of \$522,025.37 at June 30, 2023. Motion by Dennis with a second by Kerby to approve the Treasurer's Monthly Report. Motion carried 2-0.

Paving Projects and Repairs:

- a. The Strom Rd paving project is nearing completion with a few checklist items remaining.
- b. More discussion was held on using a concrete/asphalt mix on Shorewood. Jeff will consider this possibility in preparing his estimate of repaving Chippewa Heights, Wallen and Shorewood roads. One resident requested that we look into obtaining a grant to build a walking/bike path on Chippewa Hts Rd. Mike will look into the availability of funds. It was noted that at least one culvert may need to be replaced on Chippewa Heights which would make this a 2024 project at the earliest. It would also be necessary to hold a public hearing once the numbers and estimated assessments are known.
- c. A request was made for the township to consider extending the asphalt paving north on Chippewa Heights Rd to the township line at Limb Rd and to pave Nursery Ln east from Chippewa Heights Rd to the end and to pave all of Kimberly Ln. Mike informed the group that, per township policy, they need to bring in a petition signed in favor from at least 60% of the property owners on these roads. Per township policy, the property owners would be responsible for paying 80% of the cost of the project with the township paying the other 20%. Upon receipt of a valid signed petition, there would need to be a public hearing to receive input from the property owners. Mike will request an estimate from our township engineer and will then draft the petition. In any case, prep work would need to take place first which would make this a 2025 project at the earliest.

- d. No news on the status of the Little Chip paving petition
- e. Dennis is working on getting bids for crack sealing and seal coating.

Road, Equipment and Facilities: No new issues with equipment or roads. Mike presented historical information on the cost of chloride and gravel applied to the township roads. Dennis spayed the thistles on a lake lot whose owner recently died and will send an invoice to the estate. Mike will submit a claim to the car owner's insurance for sign damage at intersection of Wolf Creek Rd and Svend Ln. Kerby will contact farmer who installed field approached off Lehn U Trail about seeding grass. Mike will submit a claim to Gardonville Telephone for the replacement of the damaged culvert on Lahn U Trail.

Other Business: Motion by Bryan with a second by Dennis to approve the Propane Contract with CHS for 1,000 gallons at \$1.599 per gallon. Motion carried 3-0.

Information Items: Mike reported that there were seven new building permits and three special assessment requests since the prior meeting. Lezlie Sumstad has been appointed as Deputy Treasurer. We still need to appoint a Deputy Clerk. The District 9 Mn Association of Townships Annual Meeting will be held in Dilworth, Mn on August 14, 2023. Supervisors declined the invitation to attend. Financing terms for the Strom Rd paving project will be presented at the August meeting. The public assessment hearing will be scheduled for September or October.

Approval of Claims: Motion by Bryan with a second by Dennis to approve payment of payroll and claims totaling \$92,937.99 and to transfer \$95,000 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 8:42 pm.

Clerk, Mike Cleary

Chairman, Kerby Lund

These minutes are not official until approved by the Township Board