

# Brandon Township

## Douglas County, Minnesota

### October 16, 2023 Meeting Minutes

A regular monthly board meeting was held on October 16, 2023 at the 106 Mallard Ln Township Hall with Supervisors Kerby Lund, Bryan Meichsner and Dennis Lund present together with Clerk Mike Cleary, Treasurer Kathy Zimmerman and Engineer Jeff Stabnow. With a quorum present, the meeting was called to order at 7:30 pm. The pledge of allegiance was recited by all. There were no residents or visitors present.

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

**Approval of Minutes:** Motion by Kerby with a second by Bryans to waive the reading and approve the minutes of the Sept 18, 2023 regular monthly meeting. Motion carried 3-0.

**Treasurer's Report:** Beginning cash and investment balance on Sept 1, 2023 was \$429,349.32. Sept, 2023 receipts and disbursements were \$177,824.65 and \$159,589.81, respectively, resulting in an ending balance of \$447,584.16 at Sept 30, 2023. Motion by Bryan with a second by Dennis to approve the Treasurer's Monthly Report. Motion carried 3-0.

#### **Agenda for Chippewa Hts Information Hearing**

Mike reviewed the draft agenda and handouts for the public meeting to be held on Oct 21, 2023 public meeting. Working with the Douglas County Engineer, Tim Erickson, Mike has prepared an application for a MNDOT LRIP grant for a portion of the estimated cost of the project. Motion by Bryan with a second by Dennis to approve Resolution 10-16-23B to Support the Application for Local Road Improvement Program Funding for Chippewa Heights Rehabilitation. Motion carried 3-0.

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

No new issues with equipment. Mike informed the supervisors that he responded to the Douglas County request for road maintenance records in connection with their audit of the township roads that are eligible for State Gas Tax funds. Discussion was held on the need to clean out a culvert on Little Chippewa Rd. It was noted that the overhanging trees on Tanglewood Rd need to be trimmed back next spring.

Motion by Bryan with a second by Dennis to engage Township Engineer Jeff Stabnow to solicit bids to sealcoat Sara Rd, Bear Creek Trail and Big Chip Rd in 2024. A rough estimate of the cost would be in the neighborhood of \$60,000 based on the recent sealcoating of Strom Dr.

**Building Permits and Assessment Searches** Mike reported that were three new special assessment searches and two new building permits since the prior meeting.

**Election Judges:** Motion by Bryan with a second by Dennis to approve the following individuals as election judges for 2024: Kathy Zimmerman, Dennis Lund, Bev Cleary, Dennis Korkowski, Carol Ramler and Lezlie Sumstad and to pay for their required training. Motion carried 3-0.

**Approval of Claims:** Motion by Bryan with a second by Dennis to approve payment of payroll and claims totaling \$30,989.54 and to transfer \$15,000 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 8:05 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***