

Brandon Township

Douglas County, Minnesota

June 17, 2024 Meeting Minutes

A regular monthly board meeting was held on June 17, 2024 at the 106 Mallard Ln Township Hall with Supervisors Kerby Lund, Dennis Lund and Bryan Meichsner present together with Clerk, Mike Cleary, Treasurer, Kathy Zimmerman and Deputy Treasurer, Lezlie Sumstad. With a quorum present, the meeting was called to order at 7:00 pm. The pledge of allegiance was recited by all. There was one guest and ten residents 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 Bryan with a second by Dennis to waive the reading and approve the minutes of the May 20, 2024 regular monthly meeting. Motion carried 3-0.

Treasurer's Report: Beginning cash and investment balance on May 1, 2024 was \$397,952.63. May, 2024 receipts and disbursements were \$269.15 and \$18,132.82, respectively, resulting in an ending balance of \$380,088.96 at May 31, 2024. Motion by Bryan with a second by Dennis to approve the Treasurer's Monthly Report. Motion carried 3-0.

Introduction of Guest: Attorney Laura Schmidt introduced herself and her experience working with townships on legal matters. Motion was made by Bryan with a second by Kerby to appoint Laura as the Brandon Township Attorney. Motion carried 3-0.

Road, Equipment and Facilities: Kerby will arrange to have the box of the snowplow truck purchased from the county in 2023 repaired and painted as was done with the previous truck. Painting of the 104 Mallard Ln building will be started as soon as weather permits. Mike reported that all gravel and chloride has been applied to township roads as planned. Kerby will contact the farmer who built some field approaches on Lehn U Trail to apply grass seed to these areas. Two new tires were purchased and mounted on the grader.

Turnaround Projects: Kerby, Bryan, Dennis and Mike met with property owners on Saturday June 15th to discuss what needed to be done to improve the turnarounds on Shorewood Ln and Nursery Ln. Residents were insured that every effort would be made to minimize the impact to the resident parcels on these platted roads. Next step is to get input from contractors on the plans.

Chippewa Heights Project: Mike reported that the township request for a grant from the MNDOT LRIP was not funded and that the MN Legislature did not pass a bonding bill that would have funded this program for 2025. Discussion was held building a base on Shorewood Ln that would better support this lake level road. The township engineer will address their concerns in preparing a bid for work in 2025. In the interim, the township will proceed with culvert replacement and ditch grading in 2024.

Other Business:

- a. Motion by Bryan with a second by Kerby to approve payment of payroll and claims totaling \$45,556.74 and to transfer \$50,000.00 from the Money Market Account to the Checking Account. Motion carried 3-0. A full list of the claims is available for public inspection at the Township Clerk's office.

- b. Motion by Bryan with a second by Dennis to appoint a slate of six election judges as presented by Mike. Motion carried 3-0.

Correspondence and Clerk Notes:

- a. Mike reported on the six new building permits issued for Brandon Township and four new special assessment searches since the prior month meeting.

- b. The updated town line road maintenance agreements have been approved by Millerville Township and signed copies return to Brandon Township.

- c. Mike reported on the mailing of the Township Summer 2024 Newsletter and his plan to issue a Winter newsletter in early December.

- d. The filing period for the two township supervisor positions up for re-election in November, 2024 will be open from July 30th through August 13th. Filing is at the township clerk's office.

Change of July Meeting Date: Motion by Bryan with a second by Dennis to move the July meeting from Monday, July 15 to Monday, July 22 due to a scheduling conflict. Motion carried 3-0.

Adjournment: There being no other business coming before the Board, the meeting was adjourned at 8:22 pm.

Clerk, Mike Cleary

Chairman, Kerby Lund

These minutes are not official until approved by the Township Board