

# Brandon Township

## Douglas County, Minnesota

### September 16, 2024 Meeting Minutes

A regular monthly board meeting was held on September 16, 2024 at the 106 Mallard Ln Township Hall with Supervisors Bryan Meichsner, Dennis Lund and Zach Hintermeister 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 were two residents present.

**Approval of Agenda:** Motion by Dennis with a second by Zach to approve the agenda as amended. 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 August, 2024 regular monthly meeting. Motion carried 3-0.

**Treasurer's Report:** Beginning cash and investment balance on Aug 1, 2024 was \$405,978.28. Aug, 2024 receipts and disbursements were \$3,586.33 and \$66,814.80, respectively, resulting in an ending balance of \$342,749.81 at Aug 31, 2024. Motion by Zach with a second by Dennis to approve the Treasurer's Monthly Report. Motion carried 3-0.

**Road, Equipment and Facilities:** Tractor door has been repaired. Newest plow truck box has been repaired and painted and ready for DOT Inspection. Older plow truck has completed DOT Inspection. Decision was made to keep the Sterling plow truck as a back-up. Seal coating has been completed on Sara Rd and Big Chip Rd. Dennis has completed weed spraying for the year. Zack completed the repair on Pheasant Ln Townline Rd and Mike will invoice Moe Twp for one-half. Permission was given to a Big Chip Rd resident to bore a sewer line under the township road to a new drain field. Kronberg Tree Service has completed clean up of wood chips in ditch on Big Chip Rd. Zack will look into cleaning out the culvert on Chip Hts Rd near the Tolifson residence. Adding gravel to the shoulders on paved roads will be scheduled for 2025. 104 Building has been painted.

**Chippewa Heights Project:** Dual wall tile has been installed in the township ditch right-a-way fronting Josh Fearing's property. Zach reported that there is still water flowing through the Chip Hts culvert by Dudley Gerber but he will replace that culvert yet this fall. Mike reported that the township has spent approximately \$55,000 to date on prep work for the project which will be transferred from the Road & Bridge Fund to the Road Replacement Fund when all the prep work is completed and paid.

**Other Business:**

- a. Motion by Bryan with a second by Zach to approve payment of payroll and claims totaling \$30,079.06 and to transfer \$30,000.00 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.

**Correspondence and Clerk Notes:**

- a. Mike reported there were no building permits issued for Brandon Township since the prior month's meeting and only two requests for special assessment searches.

**Adjournment:** There being no other business coming before the Board, the meeting was adjourned at 7:45 pm. Next monthly meeting is scheduled for Monday, October 21, 2024.

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Clerk, Mike Cleary

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Chairman, Brian Meichsner

***These minutes are not official until approved by the Township Board***