

# Brandon Township

## Douglas County, Minnesota

### December 16, 2024 Meeting Minutes

A regular monthly board meeting was held on December 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.

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

**Oath of Office:** The Oath of Office was taken by both re-elected supervisors, Dennis Lund and Zach Hintermeister.

**Approval of Minutes:** Motion by Bryan with a second by Dennis to waive the reading and approve the minutes of the November, 2024 regular monthly meeting. Motion carried 3-0.

**Treasurer's Report:** Beginning cash and investment balance on Nov 1, 2024 was \$309,230.52. Nov, 2024 receipts and disbursements were \$134,489.97 and \$66,635.98, respectively, resulting in an ending balance of \$377,084.51 at Nov 30, 2024. Motion by Bryan with a second by Zach to approve the Treasurer's Monthly Report. Motion carried 3-0.

**Certificates of Deposit:** Discussion was held regarding the CDs at Bremer Bank. Motion by Zach with a second by Dennis to purchase a new \$50,000 CD for 3 months and to renew the existing \$50,000 CD for 6 months and the existing \$150,000 CD for 12 months. Motion carried 3-0.

**Road, Equipment and Facilities:** It was noted that the radiator on the older tandem plow truck was leaking and that Zack would look into getting it repaired possibly on warranty.

#### **Other Business:**

- a. Motion by Bryan with a second by Zach to approve payment of payroll and claims totaling \$83,965.65 and to transfer \$75,000 from the checking account to the money market 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 transfer \$75,000 from the Paved Road Reserve Fund to the Road & Bridge Fund. Motion carried 3-0.
- c. Motion by Zach with a second by Bryan to approve the issuance of a Wine/Strong Beer license for Burr Vineyard. Motion carried 3-0.
- d. Motion by Zach with a second by Bryan to approve the 2025 Meeting Schedule. Motion carried 3-0.

- e. Motion by Zach with a second by Dennis to approve Resolution #12-15-2024 Delegating Cannabis Retail Registration to the County. Motion carried 3-0.

**Correspondence and Clerk Notes:**

- a. Mike reported there was one new Douglas County building permits issued for Brandon Township since the prior month's meeting and no new requests for special assessment searches.
- b. Mike noted that the Winter 2024 Newsletter was mailed on Dec 3<sup>rd</sup> and that several positive comments have been received. Mike intends to continue mailing newsletters twice a year.

**Adjournment:** There being no other business coming before the Board, the meeting was adjourned at 7:50 pm. Next monthly meeting is scheduled for Monday, January 21, 2025.

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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***