

# Brandon Township

## Douglas County, Minnesota

### March 17, 2025 Meeting Minutes

A regular monthly board meeting was held on March 17, 2025 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.. Township Engineer Jeff Stabnow was also present. 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 Dennis with a second by Zach to approve the agenda. Motion carried.

**Approval of Minutes:** Motion by Bryan with a second by Zach to waive the reading and approve the minutes of the February, 2025 regular monthly meeting. Motion carried.

**Treasurer's Report:** Beginning cash and investment balance on Feb 1, 2025 was \$302,103.06. Feb, 2025 receipts and disbursements were \$34,003.32 and \$3,348.62, respectively, resulting in an ending balance of \$332,757.76 at Feb 28, 2025. Motion by Zach with a second by Dennis to approve the Treasurer's Monthly Report. Motion carried. Discussion was held regarding renewal of the \$50,000 CD maturing on March 23, 2025. Motion by Bryan with a second by Zach to renew at Bremer for 6 months at 4%. Motion carried.

**Equipment and Facilities:** It was noted that some repairs had been completed on one of the snowplow trucks. Discussion was held to put numbers on trucks for tracking expenses.

**Road Report:** Washout noted on Little Chippewa Rd. Bryan will contact Terry to prepare gravel report for our next meeting.

**Edgewood Cemetery:** Mike reported that we need to fabricate and install additional white metal crosses to make the edge of the cemetery. Zach will handle fabrication and painting.

**Chippewa Heights Rd 2025 Project:** Discussion was held on a few items that might affect the request for bids that will soon be let out by Jeff. No changes were made to the earlier specs.

#### **New Business:**

- a. Motion by Zach with a second by Dennis to approve the following donations recommended at the Annual Town Meeting on March 11, 2025: Alexandria Area Economic Development Commission \$2,657 for their 2026 budget, Brandon Fire Department \$29,750.73 for their 2026 budget, Alexandria Senior Center \$1,000 for their 2026 budget and Douglas County Historical Society \$300 for 2025 operating expenses. Motion carried.
- a. Motion by Bryan with a second by Zach to approve payment of payroll and claims totaling \$13,573.70. Motion carried. 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 new Douglas County building permits reported for Brandon Township since the prior month's meeting and only one new request for special assessment searches.
- b. Discussion was held regarding purchasing a large screen TV for mounting on the opposite wall of the Township Hall or relocating the current TV which is mounted behind the supervisor's chairs. Supervisors decided not to make any changes.

**Adjournment:** There being no other business coming before the Board, the meeting was adjourned at 8:37 pm. Next monthly meeting is scheduled for Monday, April 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***