

BELGRADE TOWNSHIP BOARD MEETING
NICOLLET COUNTY SATELLITE OFFICE
November 13th, 2018
MINUTES

The Belgrade Township regular monthly meeting for November was held on November 13th, 2018 at the Nicollet County Satellite Offices in North Mankato. Chairperson Mary Milbrath, Supervisor Craig Smith, Supervisor Randy Gish, Supervisor Tom Langdon, Supervisor Tim Lorentz, and Clerk Lori Cullen were present as well as William (Bill) Douglas, from Bolten and Menk, Harlan Olson, and several township residents, as listed on the sign in sheet. Treasurer Richard Timm was absent.

Mary called the meeting to order at 7:00 P.M. and thanked all veterans for their service to our country.

Randy made a motion to approve the agenda. Craig seconded the motion. The motion passed.

Tim made a motion to approve October 9th Meeting Minutes. Tom seconded the motion. The motion passed.

Lori Cullen gave the Treasurer's Report for October. There is \$17,146.75 in the Simple Checking account, \$18160.03 in the Platinum Plus account as of October 31st, 2018. October interest in the Platinum plus account was \$0.76. There is \$343,006.99 in the ICS account as of October 31st, 2018. October interest in the ICS account was \$695.47. Randy made a motion to approve the treasurer's report. Tom seconded the motion. The motion passed.

Randy made a motion to approve the October Claims and Payroll. Craig seconded the motion. The motion passed.

Reminder of Board Meeting Etiquette

OLD BUSINESS

Tom made a motion to approve Old Business. Tim seconded. The motion passed. There were no additions to the following list of Old Business: Dust control bill from Ground Zero; Procedure for paying for gravel; Culverts; FEMA – Meeting Oct 10th at 9:00am in courthouse basement; Certified mileage of township roads; Fire Dept update; Work Comp Annual Review – Prevention - Safety Clothing (shoes, pants, vest, shirt); Sick Leave – Notification & Note from MD stating no restrictions; MAT meeting in Duluth 11/15 – 11/17; Education and Business Meeting; MN Open the Books; Dave Chambers invoice; A 2nd PT employee; Unauthorized ditch on 492nd Street.

NEW BUSINESS

Raynell Melvin resides on Birch Bluff Dr addressed the board regarding work done by another resident which tore up their ditch. She said the work was done by Keely's landscaping (hired by Bev Thorn), who intended to come back in the spring to fix it. Raynell had been contacted by Nicollet County to fix it. She informed Bev, who called Keely's. They came and fixed it. There was some question as to whether the drainage pipe put in might fall within township right-of-way. Tim said they will also put retaining pads close to the ravine to prevent erosion. This is all in the same area that the Melvin's would like to place a second driveway, in between the two inspection lines. Randy stated they would need to put in a culvert according to the township guidelines. Craig said it is fine with the board, but the decision would be between Bev Thorn and Raynell, since there is a land easement there. The township will need to inspect it when the project is complete.

Lori brought 3 employee policies for the board to review. They are regarding planned time off, safety and returning to work after injury/surgery/extended illness. Each document requires a signature from the employee. Tom made a motion to accept them with a couple of revisions. Randy seconded the motion. The motion passed.

Mary gave a Kerns East (hopeful FEMA project) update. She said initially this project looked like it needed to be done immediately. William (Bill) Douglas, from Bolten and Menk, said it looks like it is stable enough to hold until workable conditions next spring. There is a FEMA meeting this coming Monday at Happy Chef at 9:30am. Mary introduced Bill and asked him to address this project. He began by sharing his observations when he inspected the culverts and explained that the large tie rods are breaking within and without the concrete culverts due to erosion occurring on the downstream side of the culvert. It will fail eventually. Complete replacement will require a temporary roadway. Mary said the golf course is willing to work with us so we won't have the expense of building a temporary road. Bill was not in favor of lowering the roadway to shorten the culvert, which had been suggested. Paul Sekora thought it would be best to use an 8X8 box culvert rather than two rounds, or even try to salvage one of the two round ones. New culverts, however, have a drop lip to prevent the type of erosion causing the current issues. Bill said he has come up with a proposal outlined in accomplishing 5 Tasks: 1) Hold 3 meetings (: \$1,800); 2) Mapping of the site (\$3,800); 3) Gather pertinent information (\$1,700); 4) Hydrologic and hydraulic modeling (\$4,900); 5) Draft and final summary reports (\$4,300). This brings the proposed estimate to \$16,500 for their involvement in the project. He suggested they could potentially go less if doing it

by an hourly rate, with a “not to exceed \$16,000” stipulation. Mary and Craig want to get a feel from FEMA to see if we might get funding. Mary asked Bill if we need to have the DNR involved. He explained there are DNR protected streams. They have a map of all those streams. Bill said his estimate includes dealing with all the appropriate authorities required to be contacted. He said it might be advantageous to put rip rap in sometime before the snow melts in the spring (the bigger the stone the better). The Timber Lane update is that Harlan will get grass seed down where needed: 490th St, Deerwood trail, Timber Lane, Kerns, South of 71 (Judson Bottom). The culverts are separate from the dirt work.

Mary said that someone from MNDOT suggested that the township close Minimum Maintenance Road #193. Tom said it was a safety recommendation because someone got stuck. Craig said we should probably leave them up it in until spring. Tim said he moved it down closer to the wet spot. Randy made a motion to leave it where it is, part way down, until spring. Tom seconded the motion. The motion passed.

Tom asked if it would be feasible to put gates at the top and bottom of the 3 big hills. There are caution lights on hills now, but when plowing snow or working on the hills people don’t always follow the warnings. Harlan has the ability, at his discretion, to put up road blocks when doing hill work. Harlan said there is only one available road block at this time. Randy suggested purchasing 6 more so when doing the Kerns project, we’ll have enough.

Lori asked if the township would like to purchase extra postage stamps since the prices are going up a nickel per stamp after the first of the year. The board said to go ahead and purchase 6 months’ worth.

There is a repair coming up for the disk mower. Harlan submitted the estimate of the repair. The board said to go ahead with the repairs.

The Supervisors held the post-election Board of Canvas at the meeting declaring the winners for the Belgrade Township Board.

Randy suggested purchasing a laptop for the newly elected treasurer. Lori will check the cost and present it to the board at the December meeting.

Nicollet County contacted Mary and indicated they would like to have 2 people trained for the Board of Appeal & Equalization. Mary said this can be done online, Tim said he will do it.

There is a Huntley Wilmarth Meeting in the cities tomorrow at 9:30am. It’s just an annual meeting. Nothing specific to the big power lines.

The date was set to have Harlan’s Annual Review on December 12th, at the end of the regular meeting. Harlan would like that portion to be conducted as a closed meeting.

Craig spoke with Harlan regarding purchasing a used street sweeper for \$7,800. There was some discussion about potentially charging to allow other townships to use it, however then others are using our equipment (what if it’s mishandled, breaks down). Tim and Mary expressed concern about the large projects coming up and funding. The topic was tabled until the December Meeting.

Craig requested that the board revisit the situation discussed at the October special meeting regarding the situation on 492nd street. Craig was unable to attend that meeting. He believes the property owners should be billed for the ditch that was dug on the top of the road rather than just receive a warning. Randy pointed out that if an exception is made this time it would set a precedent for similar situations to simply issue warnings for first offenses. Craig made a motion to reconsider and bill the property owners. Randy seconded the motion. The motion passed. Mary and Tim opposed. Lori will send them a bill for 2 hours and 25 minutes of Harlan’s rate of pay.

Craig gave an update from the fire department meeting. There will be a budget meeting on the 26th. The fire truck pretty much put together. Cost for the air packs for the fire department will be approximately \$2,000. Thankfully grants covered a large portion, which saved the township from having to pay \$31,000.

The County Association of Townships meeting is on November 28th.

ADJOURN

Randy made a motion to adjourn. Craig seconded the motion. The motion passed, and the meeting adjourned at 8:44pm.

Mary Milbrath, Chair

Date

Lori Cullen, Clerk