

**BELGRADE TOWNSHIP BOARD MEETING**  
**NICOLLET COUNTY SATELLITE OFFICE**  
**December 11<sup>th</sup>, 2018**  
**MINUTES**

The Belgrade Township regular monthly meeting for December was held on December 11<sup>th</sup>, 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 Harlan Olson, Kristin Gonzales 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. Randy made a motion to approve the agenda. Tom seconded the motion. The motion passed.

Tom made a motion to approve November 13<sup>th</sup> Meeting Minutes. Randy seconded the motion. The motion passed.

Lori Cullen gave the Treasurer's Report for November. There is \$11,030.05 in the Simple Checking account and \$13,161.37 in the Platinum Plus account as of November 30<sup>th</sup>, 2018. There is \$328,616.16 in the ICS account as of November 30<sup>th</sup>, 2018. November interest in the ICS account was \$609.17. Tom made a motion to approve the treasurer's report. Randy seconded the motion. The motion passed.

Randy made a motion to approve the November Claims and Payroll. Tom seconded the motion. The motion passed.

Reminder of Board Meeting Etiquette

OLD BUSINESS

Under the old business of purchasing a laptop for the treasurer; Tom made motion for Lori to purchase of laptop for the incoming treasurer providing the cost is no more than \$300. Randy seconded. The motion passed. There were no other additions to the following Old Business: Melvin in Birch Bluff ditch ; Review 3 new Employee Policies; Kerns East & Timber Lane updates (FEMA project); Minimum Maintenance Road #193 (road tax update); Signage on the lights on hills; Stamp prices; Disk Mower estimate of repair; Board of Canvas; Board of Equalization; Huntley Wilmarth; Set a date for Harlan's Annual Review; Revisit unauthorized ditch on 492<sup>nd</sup> St & Old River Bluff Road; Street Sweeper; County Association Meeting; Fire Dept Update. Tim made a motion to approve Old Business. Tom seconded. The motion passed.

NEW BUSINESS

Mary gave a brief summary of the FEMA meeting that was posted in November. We met with workers from Washington DC. We have a portal set up with the state of MN. Kerns will be in mitigation and repairs must be made using new materials/equipment. The other three projects are being bundled together. Mary said they already rejected the Smith spillway because the road was closed at the time of the flooding. Craig disagreed. Mary gave Craig Joyce Deutsch's phone number, so he could speak with her about it. Specific documentation must be submitted by January 2<sup>nd</sup>, 2019. Lori read the roster of those attending the meeting: Mary and Lori from the board, William Douglas from Bolten & Menk, as well as the three from Washington DC. Mary made a motion to hire Bill Douglas as the engineer. Tom seconded. Motion passed.

Tom asked to clarify that phone communication for Harlan goes through Craig. This includes text messaging. Tom made a motion that if anyone has a complaint for Harlan that they should contact Craig to let Harlan know. Randy seconded. Motion passed. No more group texting (even though they are only informational).

Christopher Fredrick questioned why the township is using ¾" dust free quartzite. He drives High Hill and has had flat tires on a couple of vehicles within weeks of each other as well as a neighbor. Tom explained it is a safety issue. Randy said they been using the same material for years.

Mary gave out a license plate number (that she observed was rather suspicious) of which the Sherriff has interest in that vehicle (Dark colored Saturn 4-dr 305VLX ).

Craig gave a fire department update. He said the new fire truck is in. They are currently placing stickers/decals on it. They are in the process of trying to sell their old van. They have added 3 more new members. They won't need our help with the new washing machine they are going to purchase. The new truck is a bigger Kenworth than the old one and is equipped with automatic chains to navigate our hills. Nothing new on the air packs.

The Oath of Office will be taken at the first board meeting in January. The board will also schedule the Board of Audit at that meeting.

Mary received an email from Matthew Gehrke regarding a Verizon tower. The board just needs to declare that the tower is not in a protected area. It's by Miles Lorentze's business. Randy suggested telling them they should be checking with the DNR, Historical Society, Native American Council and whoever else should be legally considered. As far as Belgrade Township is concerned we aren't aware of any issues, but we cannot speak for other entities.

Employee wage comparison: From 01/01/2017 – 11/11/2017 vs the same time period in 2018. In 2018 the township has spent \$14,714.74 more in employee wages.

Lori asked if she should purchase a couple of extra rolls of stamps since the price is going up in January to \$0.55/stamp. Craig thought buying the equivalent of 3 months' worth would be good. Lori will pick up 1 extra roll.

Craig would like to hire a second PT employee. Harlan's son, Edward, would like to do part-time work for the township. He'll have a Class A to help with plowing. Craig said when trimming trees or plowing snow it's nice to have that third person there. Craig made a motion to hire Edward Olson as a PT employee. Tom seconded the motion. The motion passed.

The board would like the clerk to send another invoice to the Simmons for culvert work they agreed to pay \$500 for their portion. They said to re-send the invoice by certified mail with a return receipt requested. This is our 3<sup>rd</sup> attempt to collect on this. There may be a possibility of imposing a tax assessment.

Kristin Gonzales attended tonight's meeting to request signatures for the petition for annexation that the board already approved previously, to move 7 acres of property to Oshawa township. The signatures are required so the papers can be submitted to Nicollet County.

Dale H. lives on the corner of 13 and Timber Lane. He is wondering why snow is pushed in the corner ditch on that road. Harlan said the plows need to be carried about 2 " up. Speed is helpful in order to push it. It gets pushed to the south. Dale has dug out 3 different people who've gotten stuck. Harlan will work on winging it out more. Randy suggested using wind rows after speaking with appropriate property owners.

Loren Lindsey asked since there's a Funeral at the Kerns cemetery if the township could use the Dodge to put a little salt sand there this Friday. The board told Harlan to do that.

Harlan chose to have his review done in open meeting forum instead of closed meeting forum, which he previously requested in November. Highlights of comments made: Tom sees Harlan as a conscientious employee and gave him all 3s. Craig appreciates Harlan's honesty and also gave him all 3s. He thinks Harlan should have a \$2/hour raise. Craig also believes Harlan should be paid a minimum of 2 hours for a special call out even if it only takes 30 minutes (Randy said that should not include turning on hill lights if the board does that in the future). Mary appreciates Harlan's honesty. She's wondering if the hill lights are an issue for him. She suggested looking into the cost of getting an app to turn them on and off and compare it to wages paid to do it. Tim thinks Harlan is doing a good job. He would like to see the hills tended better. Randy gave mostly 3s, but also gave a couple of 2s. He got a 2 for communication with supervisors and conflict resolution. Randy feels Harlan cares about the township. He supports the \$2/hour raise simply to account for health insurance. Craig made a motion to give Harlan a \$2.00 per hour raise. Randy seconded the motion. The motion passed. Harlan would like to see harassment stop. The board said it's now been addressed by having complaints filtered through Craig. Steve Michels suggested paying a resident \$100 dollars per year to control the lights on their own hill. Board was not in favor of that.

#### ADJOURN

Randy turned in his key to the shop and then made a motion to adjourn. The board thanked Randy for his years of service to the township. Tom seconded the motion. The motion passed, and the meeting adjourned at 8:29pm.

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Mary Milbrath, Chair

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Date

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Lori Cullen, Clerk