

**BELGRADE TOWNSHIP BOARD MEETING  
NICOLLET COUNTY SATELLITE OFFICE  
October 13<sup>th</sup>, 2020  
MINUTES**

The Belgrade Township regular monthly meeting for October was held on October 13<sup>th</sup>, 2020 at 7:00 p.m. at the Nicollet County Satellite Offices, 2070 Howard Drive in North Mankato, MN. Chairperson Mary Milbrath, Supervisor Craig Smith, Supervisor Cheryl Michels, Supervisor Tom Langdon, Supervisor Andy Goettlicher and Clerk Lori Cullen were present as well as Harlan Olson and Christopher Frederick. Treasurer Konnie Pierson was absent.

The meeting was called to order @ 7:00pm by Mary Milbrath.

Craig made a motion to approve the agenda. Cheryl seconded the motion. Motion carried, 5-0.

Cheryl made a motion to approve September 8<sup>th</sup> Meeting Minutes. Tom seconded the motion. Motion carried, 5-0.

Tom made a motion to approve the September Claims. Craig seconded the motion. Motion carried, 5-0.

Cheryl made a motion to approve the September Payroll. Andy seconded the motion. Motion carried, 4-0-A. Tom abstained because had a claim for payment included.

Lori gave the Treasurer's Report for September. There was \$9,736.90 in Simple Checking and \$15,334.93 in the Platinum account as of September 30<sup>th</sup>, 2020. There was \$157,892.22 in the ICS account as of September 30<sup>th</sup>, 2020. Interest for the month of September for the Platinum Account was \$1.01 Interest for the month of September in the ICS Account was \$36.85. Tom made a motion to approve the Treasurer's Report. Andy seconded the motion. Motion carried, 5-0.

Mary reminded everyone of Board Meeting Etiquette. The meeting is being recorded only to assist in preparing minutes.

### OLD BUSINESS

There were no additions or corrections to the following Old Business except an update on CARES:

COVID/ CARES - MAT Recommendation; Expenses - \$\$\$ so far (Update – Mary is still making calls regarding who we can donate the balance of our CARES funding before having to return the balance to the county)

Culverts & Ditches - BENCO, Tim Brower – permit; Sewer variance (Nicollet County – Pete); Driveway Cut; Culvert Permit

Employees - Unemployment update

Equipment -

FEMA - Photo Documentation Procedures

Fire Report -

Roads - Condition of HAUL roads

Tabled Items - Timber Trail ditches

Other - Shop yard; Annual MAT Meeting Sign-up; Thank You – Nathaniel Johnson; Gary Gintner

### NEW BUSINESS

#### **COVID/CARES Funding**

Mary is still talking to Nicollet School, Nicollet Fire Dept and Carl Christian at MAT trying to determine who qualifies for some of the CARES funds we received. Another thought is upgrading our technology (i.e. the clerk's laptop).

#### **Culverts & Ditches**

Mary has made several phone calls regarding our utility permit requirement. She also called Benco and discussed the intention of protecting the township's interests by having the requirement. There is a state statute stating that townships should have permits. Harlan added learned that this was something emphasized at his LTAP training, too; specifically having a utility corridor. Mary spoke with the lawyer who drew it up for us. The bond portion is for guarantee of completion. Chris Frederick was familiar with it, too and referred to it as a workmanship bond. Andy said it creates a uniformity to the process. It is not changing what's already been placed, it's planning for what goes in going forward. Another perk is that there is a "date of completion" on the permit application. Andy made a motion for our local utility companies to have the application fee and bond good for one year going forward, including the final 3 months of this year. They must still fill out a permit for each project, but only to determine beginning and end dates. Tom seconded the motion. Motion carried 5-0.

Craig was contacted by a township resident inquiring why the ditch on 526<sup>th</sup> that was filled in with dirt has not been cleaned out. Andy said he read up on MN statutes. The Town Board has the authority to improve the ditch. If we make a ditch, we have to make a provision to provide an outlet for drainage. Previously there was a slight slope in that ditch to the west. Craig proposed Harlan put a shallow ditch in back to the way it was. Harlan thought there used to be a culvert toward the corner on the west. Andy showed the board some pictures he took after some rainfall of that area. There's a state statute that states residents are not to alter the ditches. Cheryl suggested checking with the lawyer regarding what our options are since the residents involved violated state statute. It is tabled until next meeting.

Harlan thinks it would be a good idea, for safety sake, to mark under road culverts. He referred to incident where Andy Frederick spotted a safety issue with an intake on 490<sup>th</sup> and temporarily marked it. Andy said that was a great example of being a good neighbor. Mini unituff delineators cost \$11.75 each; posts \$8.31. Motion made to purchase 100 under Roads discussion.

Andy thanked Mary for the info on weed inspector training, saying it was extremely helpful. He is also going to try to get the grant info submitted tomorrow.

**Employees** – Nothing new

## Equipment

It's challenging to maintain the shop yard with our large equipment. A regular lawn mower would be better suited for the shop yard. Craig suggested a DR weed trimmer. Tom said there is a used Cub Cadet 46" cut with 47 hours on it belonging to Mike Milbrath for \$1,800. The board agreed that it was a good price. Andy made motion to purchase the Cub Cadet mower. Craig seconded the motion. Motion carried 4-0-A. Mary abstained.

Mary asked Harlan if he thought it would be helpful to have a separate camera to take township photos instead of using his cellphone. Harlan said there are advantages and disadvantages. He would like to give it more thought. Tabled for now.

## FEMA

FEMA deposited \$13,039.38 for the Timber Lane mudslide. They also sent Mary and email stating the next amount approved for consideration. Hopefully, it will wrap up soon.

## Fire Report

Andy said the fire department is getting paid more consistently from insurance and such. They are still looking for funds for their side by side. Nicollet Township asked if they could use the fire department's facility for their township meetings.

## Roads

The Board addressed a safety concern regarding township children, stolen signs and damaged signs. They discussed the idea of purchasing 4x "SLOW, Children at Play" signs costing \$25.80 each. We also need to replace some stolen and damaged (shot up) street signs; 2x 411<sup>th</sup> Avenue, 2x 490<sup>th</sup> Street, 2x 496<sup>th</sup> Street, 2x 421<sup>st</sup> Avenue; 1 - Timber Trail. It would also be a good idea to have an extra STOP sign (\$46.84) and YIELD sign (\$35.18). The total cost would be around \$450.00 just to replace the road signs. Tom made motion to order all signs and poles for marking culverts, road signs, children at play, stop/yield. Cheryl seconded. Motion carried 5-0.

On 415<sup>th</sup> there is a little bit of blacktop by the golf course. Mr Michaleitz wants us to pay half for 50' of blacktop to extend to his driveway. The board had previously decided to stop maintaining the blacktop by the golf course, so it will be reverting back to gravel. For that reason, Tom made a motion to decline the request made by Mr Michaeletz that the township pay to blacktop part of his driveway. Craig seconded the motion. Motion carried 5-0.

## Other

Our township has a shared road with Oshawa township. Cheryl suggested we offer to take it over (470<sup>th</sup>) east/west road, and bill Oshawa township for half of the expenses (time, material, equipment). There are gullies in the intersection and Oshawa graded off the crown Harlan had made. Cheryl will contact them.

Mary asked the board if they would like to have someone from Planning and Zoning come to a meeting and explain the process to the board. Harlan asked if it would slow down annexation. Mary said if you make others adhere to those criteria it may slow it down. There is a 5 year rule that says you must use/develop annexed land. Mary will ask her many questions regarding the benefits of having a township planning and zoning ability. The board welcomes inviting a speaker to explain it.

## General FYI:

MAT Broadband check. If you want to check the speed of you broadband go to the website; MNworldcollation.com/speedtest . You can do this from home. It is part of their broadband study.

## Tabled Items

Timber Trail - spring of 2021; Planning and Zoning; Top of 490<sup>th</sup> hill; Camera for Harlan; 526<sup>th</sup> Ditch; Oshawa Shared Road

## Adjourn

Cheryl made a motion to adjourn. Craig seconded the motion. Motion carried, 5-0. The meeting adjourned at 8:53pm.

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Mary Milbrath, Chair

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Date

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Lori Cullen, Clerk

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Date