

BELGRADE TOWNSHIP
MINUTES OF BOARD MEETING

August 10, 2021
Nicollet County Satellite Office

Present:

Supervisors: Gerri Krueger, Cheryl Michels, Mary Milbrath and Craig Smith

Town Treasurer: Ashley Hanley

Town Clerk: Joan Untiedt

Employee: Harlan Olson

Attorney: Bob Ruppe

Residents: Wallace Michels – 40196 478th St.
Loren Lindsay – 52621 Valley View Circle
Edward Olson – 48805 387th Lane
Karen Smith – 41296 Judson Bottom Rd.
Mel Craig – 53971 Dakota Lane
Ruth Craig – 53971 Dakota Lane
Sandy Howe – 38885 506th St.
Steve Michels – 39857 506th St.
Gary Lindsay – 42496 Lindsay Dr.
David Blom – 40273 Judson Bottom Rd.

Guest: Paul Seykora

Meeting was called to order by Chair Michels at 9:35 p.m.

Agenda items to add include:

- Road signs
- Ordinance for setbacks
- Decisions made by the board (Smith)

Milbrath/Smith move/second to approve the agenda as revised, approved.

Milbrath/Krueger move/second to approve the prior month meeting minutes as presented, approved.

Treasurer Hanley reported balances in accounts:

ICS - \$548,637.20

Checking - \$8,720.68

Savings - \$16,348.95

Krueger/Milbrath move/second to accept the Treasurer's report, approved.

Milbrath/Michels move/second to approve the claims as presented, approved.

Milbrath/Smith move/second to approve the payroll as presented, approved.

Reminder to all in attendance of town board meeting etiquette.

Due to the resignation of Andy Goettlicher as supervisor on the Town Board, nominations were requested for the open positions. Two residents offered to take the position – Gary Lindsay and Sandy Howe. Hand votes were taken:

Sandy Howe – Michels, Milbrath, Krueger, Untiedt

Gary Lindsay – Smith

Untiedt administered the oath of office to Sandy Howe.

Michels/Krueger move/second to appoint Milbrath as Vice-Chair since it was vacated with the resignation of Goettlicher, approved with one opposition by Smith.

Old Business

1. Kern's Estates culvert on the east side is disintegrating rapidly. Could this culvert/bridge be moved up the list and replaced instead of the bridge on Old River Bluff Road which was selected for replacement? An email along with pictures of the culvert were sent by Milbrath and Untiedt to Seth Greenwood, Public Works for Nicollet County along with the two commissioners representing our township. Greenwood was asked to attend the September meeting to discuss the project. In the past, Nicollet County said there were state funds to pay for most of the replacement cost. Township would need to pay for permits and land acquisition for an estimate of \$30,000. Discussion started in 2018 for the replacement. Bolton & Menk did an assessment in January 2019.
2. Olson has not had the time to take the pup trailer to Crysteel to get an estimate to repair the latch. The trailer has been used to finish the haul roads.
3. Measurements will be taken for all equipment to get back up signs made.
4. Invoice to Xcel Energy for haul roads 510, 506, and 405 will be submitted. All gravel has been ordered and laid.
5. The excess blacktop on the Michaeletz driveway has been trimmed back out of the right of way.
6. Conciliation court for Timber Trail damage was rescheduled for September 15th at 10:30 a.m. via Zoom. Contractor went on the road when restrictions were in place. There are over \$4,500 damages done to the road.
7. American Rescue Plan
 - Agreed to the initial application for funding. Nothing will be done until October.
 - Will be informed on what the money can be used for. A video available on MAT website will describe the funding and application process.
 - State auditor has also posted information about the funding. It is possible to increase broadband for the township residents.

New Business

1. Culverts and Ditches
 - Milbrath/Michels move/second to appoint Krueger as the supervisor in charge of culverts and ditches, approved.

2. Employees

- Untiedt proposed electronic deposit of employee payroll net checks. Michels/Howe move/second to set up ACH approval, approved.
- New email address for the Town Clerk is clerk@belgradetownship.com.

3. Equipment

- Asked about why the lock on the office door is installed with the lock to the inside. Smith said it was done that way to prevent people who broke into the office through the windows from accessing the shop. Howe will also look at what we could do to install bars on the windows to prevent a break-in.

4. Fire Report – no report

5. Roads

- Michels/Milbrath move/second to appoint Howe as the supervisor in charge of weed control, approved.
- Tree trimming on Timber Lane needs to have a boom truck to trim the limbs leaning over the road. High Hill (409th St.) also needs trimming. Milbrath/Krueger move/second to contact tree companies to get a quote on the cost to trim the trees, approved. Howe will call the companies and secure quotes for the next meeting.
- Road signs on 478th St. has 4 “curve” signs, with one on the west and one on the east have a 50 mile per hour speed limit sign. Can it be changed to 15 miles per hour? Speed limit is mandated by the state and the township cannot set their limits. MN DOT would need to make the change. It may help to put up caution/advisory signs. An engineer will be called at Bolton & Menk for advice.
- Sign on 506th St. needs to be fixed since it was turned around from the weather conditions.

6. Other

- Untiedt was concerned about not enough agendas and documents available at the meeting for all the residents. Attorney Ruppe said only one packet needs to be available to the public, at a minimum.
- Meeting information will be emailed in advance of the meeting to the supervisors to review. All documents will be available at the meeting.
- Michels/Howe move/second to approve securing a post office box at North Mankato Post Office for township mail and the Mankato Post Office if one is not available in North Mankato, approved.
- Insurance package renewal is due November 1, 2021. The entire package has a premium of \$5,730. Milbrath/Smith move/second to accept the insurance renewal, approved.
- Fall training sessions are available through MAT from September 9 to 11, 8:00 a.m. to noon. Review the MAT Insider magazine for the dates, times, and topics to be discussed. Ruppe is also offering a free legal seminar starting at 9:00 a.m. on September 16th.
- Motion to adopt the same setbacks established by Nicollet County was done at a previous meeting. After contacting the county representative, she indicated the township needs to have a more formal document and to ask the attorney to write a resolution. The conversation started with an issue with a landowner petitioning for a setback to build a shed two feet in the roadway. The township objected, but Nicollet County Planning and Zoning Commission

approved the project. The landowner went through the formal variance process after the shed was built. It was determined that the county only needs a copy of the township meeting minutes that contain the motion adopting the Nicollet County setback rules. Untiedt will send a copy of the minutes to the county.

- Smith wanted a discussion on the decisions of the board that might be taking place outside of the regular meeting. For example, asking the attorney to attend this meeting. However, no violation occurred, and the attorney was asked by the Chair to attend to respond to possible questions. Two members of the board can discuss matters outside of a regular meeting. If there is an action to take place between meetings, the supervisor(s) need to contact the Chair who will notify all members. The Chair will make all invitations to professional staff for questions or invitation to attend a meeting.
- Paul Seykora was hired to clean Timber Trail ditch. After the quote was submitted to the township, more erosion was noted during the process. He did a laser test to determine the extent of the repairs needed. One culvert was installed a long time ago and was dysfunctional. He suggested to lower the culvert. Replacement of the culvert was not included in the quote. The culvert, apron, and gravel needed will be the responsibility of the property owner, Dennis Harlow with an address of 38381 Timber Trail. If the culvert is lowered, the water would flow normally. Milbrath will call the landowner.
- Gary Lindsay brought his concerns regarding the township's decision to hold elections by mail vote. He is worried about ballots destroyed because they were compromised and therefore, not counted. In the past, they would note a spoiled ballot at the election site and have the resident get a new ballot to submit a valid vote. He proposed going back to in-person elections. Ruth Craig – how do you find out if your ballot was accepted – website will show if your ballot was received. Replacement of voting machines were needed at the time of the decision to switch to mail-in voting. They were very expensive, and the Board opted to go through Nicollet County mail-in system.

The next monthly meeting will be on Tuesday, September 14, 2021, at 7:00 p.m.

Krueger/Smith move/second to adjourn the meeting at 11:00 p.m.

Cheryl Michels
Cheryl Michels, Chair

9/14/2021
Date

Joan M. Untiedt
Joan Untiedt, Town Clerk

9-14-2021
Date