

BELGRADE TOWNSHIP
MINUTES OF BOARD MEETING

August 9, 2022

Belgrade Township Shop

Present: Supervisors: Sandy Howe, Gerri Krueger, Cheryl Michels, Mary Milbrath, and Craig Smith
Town Clerk: Joan Untiedt
Town Treas: Ashley Hanley
Employee: Harlan Olson
Residents: Edward Olson – 48805 387th Lane
Karen Smith – 41296 Judson Bottom Rd
Steve Burnett – 53042 Rockford Rd
Alex Melvin – 50605 Birch Bluff Dr.
Nancy Deslauriers – 58315 Birch Bluff Ln

Meeting called to order by Chair Michels at 8:01 p.m. Pledge of Allegiance recited by all in attendance. Reminder of town meeting etiquette was recited.

Milbrath/Krueger move/second to approve the agenda, approved by all supervisors in attendance.
Howe/Krueger move/second to approve the previous month's minutes, approved by all supervisors in attendance.

Hanley reported the transfer of funds has been completed from Pioneer Bank to Frandsen Bank & Trust. Hanley and Untiedt reviewed the contents of the safe deposit box at Pioneer Bank. The papers will remain in this box. The cash balances for all accounts total \$522,858.60. Michels/Milbrath move/second to approve the treasurer's report, approved by all supervisors in attendance.

Milbrath/Michels move/second to approve the claims as presented, approved by all supervisors in attendance.
Howe/Michels move/second to approve the payroll as presented, approved by all supervisors in attendance.

Old Business

1. Culverts & Ditches

- The county has awarded the contract for the Kern's culvert project to Holtmeier Construction. However, the box culvert is not available this year. There is continued supply issues for materials. Construction will be done in 2023. The tentative timeline is:
 - Vegetation clearing for utility relocation – Sept. 2022
 - Construction – June 2023
 - Completion – late July to early August 2023
 - Restoration – late summer 2023
- Neubert culvert has no update.

- Sink holes in pavement were approximately 5 inches along the side of 506th Street. Chambers Excavating assessed the damage but could not tell how it happened. However, it is not from field tile. They patched the holes.
- Five of six culverts for Burnett have been installed.

2. Equipment

- Backup sign for one vehicle has been received. The other signs should be coming soon.
- Replacement for Freightliner has no further update.
- Equipment stickers have been ordered but not received yet.

3. Roads

- Replacement of signs and posts have not started.
- Discussion on the previous meeting decision to set a permit fee of \$500 for utility companies. Melvin shared what the City of Mankato requires which is a \$5,000 bond for every project. Nicollet County will also be contacted to inquire how they manage projects and requirements. Since the Kern's project is for utility relocation, no permit fee will be assessed to the companies.

4. Other

- MAT attorney will be contacted for assistance to prepare an ordinance for setbacks.
- No update on building repairs and painting.
- No update on building proposals.
- Open filing period for November elections will be August 2 to 16. Affidavits must be completed, notarized, and given to the Town Clerk by 5:00 p.m. on August 16th. The open positions included Supervisor A to fill the remaining term due to appointment, Supervisor C, Supervisor D, and Town Clerk to fill the remaining term due to appointment.
- The variance request from Scott Michaletz was approved by the county.
- Supervisors are requested to review all contracts and agreements for the township to look for updates or revision.

New Business

1. Culverts & Ditches

- Deslauriers presented request to install aprons for their culvert on Birch Bluff after the culvert was damaged by a Ferrell Gas truck. The culvert does not need replacement but is not the required 15" per the township policy. The culvert was installed in the 1970s. The truck also destroyed the grade of the ditch, and the water does not flow properly. The culvert is 11" and wants to put a 12" apron on each side. Michels/Krueger move/second to allow the addition of the aprons without replacement of the culvert, approved by all supervisors in attendance.
- Darrell Timmerman has requested placement of a new culvert for construction to be done in 2023. Harlan and Howe met the resident to review the placement of the culvert and received his application. The placement was approved.

2. Fire Report

- Quarterly meeting will be held on August 29th.

3. Roads

- Harlan cleaned up three trees that had fallen on Old River Bluff Road. The trees came down before the rain storm.

4. Other

- MAT annual conference will be held October 14 and 15 in St. Cloud.
- District 4 MAT meeting will be held on August 10 at the St. Peter Armory.
- MAT has requested forms for revising or new resolutions by September 1st. More information will be sought the at the district meeting on this request.
- Certified town aid from the state in 2023 is \$2,505 for our township.
- Year-round training webinars are available from MAT.

The next monthly meeting will be on Tuesday, September 13, 2022 at the town shop.

Milbrath/Krueger move/second to adjourn the meeting at 9:00 p.m., approved by all supervisors in attendance.

Cheryl Michels
Cheryl Michels, Chair

9/13/2022
Date

Joan M. Untiedt
Joan Untiedt, Town Clerk

9-13-22
Date