

BELGRADE TOWNSHIP
MINUTES OF BOARD MEETING

October 11, 2022
Belgrade Township Shop

Present: Supervisors: Sandy Howe, Cheryl Michels, and Mary Milbrath,
Town Clerk: Joan Untiedt
Town Treas: Vacant
Employee: Harlan Olson
Residents: Alex Melvin – 50605 Birch Bluff Dr.
Kathleen Burnett – 53042 Rockford Rd
Bryan Bode – 53416 Rockford Rd

Absent: Supervisors: Gerri Krueger and Craig Smith

Meeting called to order by Chair Michels at 7:00 p.m. Pledge of Allegiance recited by all in attendance. Reminder of town meeting etiquette was recited.

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

Michels/Milbrath move/second to approve the treasurer's report given by Untiedt, approved by all supervisors in attendance.

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

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

Old Business

1. Culverts & Ditches

- Utilities have been relocated except for Benco for the Kern's culvert project. Erosion control and seeding also completed on the sides. Question was raised regarding delineators to show the sides of the road for winter. Township is responsible for installation of the markers. Each delineator is 6' high x 10" wide with a reflector. Michels/Howe move/second to purchase six delineators as outlined at a cost of \$60 each, approved by all supervisors in attendance.
- Neubert culvert has no update.
- Timmerman culvert has no update.

2. Employees

- No individual has been identified for appointment to the Treasurer position on the board.

3. Equipment

- Backup signs for remaining equipment have not been received.
- Replacement for Freightliner has no further update.
- Equipment stickers have been received and installed.

4. Roads

- ID Sign Solutions is starting this fall with repair and replacement of some signs. Utilities are marked. Discussion on the "Miles Lorentz Road" since it is not a valid title with the State of Minnesota. This road was a 10-ton road built by Miles Lorentz and turned over to the township to maintain. The state said it was "482 Lane," but the township already has a 482 Lane.
- John Herrley (496th Street) has moved the rocks out of the right-of-way.

5. Other

- Discussion of setbacks ordinance. Michels/Howe move/second to authorize Town Attorney Bob Ruppe to research and prepare a zoning ordinance required by the county, approved by all supervisors in attendance.
- Pat Gilman will make the repairs to the roof by the end of the month. He will contact the board in spring to repair the deteriorating poles of the building. Question will be presented at the annual meeting to the residents to extend the shop for all equipment to be stored.
- Attorney Ruppe is working on an annexation agreement to review with the City of North Mankato. After calling the state, he found two agreements on file from 1986 and 1987 with the city. The agreement copy we received was signed in 2007 and not registered with the state.
- Annual MAT conference will be held in St. Cloud on October 14-15. Michels/Milbrath move/second to send Untiedt to the conference on behalf of the township, approved by all supervisors in attendance.
- Michels/Howe move/second to not respond to the letter on cartway 130, approved by all supervisors in attendance.
- Reminder that elections will be held on Tuesday, November 8th.

New Business

1. Culverts & Ditches

- Talked with resident Roen on 490th St. and Highway 13 regarding installation of a culvert and approach. Application has been received and approved to install this fall.
- Nothing has been done with the broken tile by Nick Peters on 478th Street. They are aware of the damage and had previously asked the township to repair. Their 4-wheeler fell in the hole. A letter will be sent to them to repair by December 1 or the township will hire someone to make the repairs and bill the residents.
- Employee Olson fell in a hole with the Kubota on Timber Lane. John Krohn was notified last year about the tile damage and needed to make repairs.

2. Employees

- Prior Town Clerk received a monthly stipend of \$150 for office expenses. Michels/Howe move/second to approve a monthly payment of \$150 to Untiedt starting January 1, 2022, approved by all supervisors in attendance.
- Discussion on CPR/first aid training. Milbrath/Michels move/second to have all employees attend training sessions for CPR and first aid at a cost of \$15 for each training course, approved by all supervisors in attendance.
- First aid/eye wash kits have been received and put in some equipment. Need to have a total of six kits.
- Educational online seminar will be held on December 6 on electrical and hazards in roadways at no cost to register. Milbrath/Howe move/second to approve employees to attend the workshop, approved by all supervisors in attendance.

3. Equipment

- Grader window is pitted by stones. While regular maintenance was being done on the grader, it was noted the fuel pump also needed repair. Michels/Milbrath move/second to replace the window, approved by all supervisors in attendance.

4. Roads

- Benco submitted an application and fee for installation on Eric Mann property on Old River Bluff Road.
- After reading the article in the MAT Insider regarding tree cutting safety class, a call was made inquiring about the class. It costs \$600 each for three classes, total of \$1,800. MAT and Gary Burdorf (District 4) were called to see if they could set up the training for all townships to attend.
- Discussion on right-of-way markers for areas to note for accurate mowing and not impede on resident property. Will call Bolton & Menk to see if they have a survey on file to find the pins.
- Will also ask the surveyor if they can find the markers noting the township property lines.
- Landowners on 391 Ave. will be contacted regarding the turnaround on the dead-end road. It is not large enough to have equipment turn around.
- More garbage has been found in township ditches including an engine block on Timber Trail. Residents are asked to watch for illegal dumping and call the sheriff.

5. Other

- MAT training will be held in Mankato on November 30th for the clerk and treasurer. Milbrath/Michels move/second to approve Untiedt to attend, approved by all supervisors in attendance.
- Nicollet County's office in North Mankato is now open to the public. Meetings will be moved back to this location (2070 Howard Drive) starting with the November 8 meeting. Notices will be posted on the shop door, web site, St. Peter Herald, and Mankato Free Press.

- A resolution will be presented to the board at the November 8 meeting to transfer all duties of the local board of appeal and equalization to the Nicollet County Board of Appeal and Equalization.
- Discussion on the ballot error for the treasurer position. Howe/Milbrath move/second to authorize the town attorney to file with the court and follow the necessary procedures for a special election, approved by all supervisors in attendance.

Reminder, the next monthly meeting will be on Tuesday, November 8, 2022, at the Nicollet County Human Services building located in North Mankato.

Michels/Milbrath move/second to adjourn the meeting at 8:15 p.m., approved by all supervisors in attendance.

Cheryl Michels
Cheryl Michels, Chair

11-8-2022
Date

Joan M. Untiedt
Joan Untiedt, Town Clerk

11-8-2022
Date