

BELGRADE TOWNSHIP
MINUTES OF BOARD MEETING

March 21, 2023

Nicollet County Human Services Building, North Mankato

Present: Supervisors: Corky Berdan, Bryan Bode, Christopher Frederick, Mary Milbrath,
and Shane Nelson
Town Clerk: Joan Untiedt
Town Treas: Absent
Employee: Harlan Olson
Residents: Five Residents

Meeting called to order by Chair Bode at 7:00 p.m.

Additions to the agenda include replacement of radiant heater in the shop and concern from resident Steve Michels. Frederick/Milbrath move/second to approve the revised agenda, approved by all supervisors in attendance.

Frederick/Nelson move/second to approve the consent agenda which included minutes from board meeting on February 14, minutes from emergency board meeting on February 21, minutes from board of audit meeting on February 28, claims, and payroll as presented, approved by all supervisors in attendance.

Treasurer's report was given by Untiedt. The total cash balance as of February 28, 2023 is \$452,732.512. Frederick/Milbrath move/second to approve the treasurer's report as presented, approved by all supervisors in attendance.

Old Business

1. A meeting will be held on April 4 at 4:00 p.m. at North Links golf course with the sheriff, fire department, residents, county, and the golf course to discuss temporary access to residents' homes during construction of the box culvert replacement.
2. Employee Harlan returned from his emergency family medical leave on February 27, 2023. He used his accrued PTO days to cover the days he was not at work.
3. RDO Equipment has quoted \$3,000 for a ditch cleaning bucket. Ziegler did not have the equipment to fit our existing machine so it would cost over \$4,000 to build a custom bucket. A written quote will be requested from RDO and presented at the next meeting.
4. The chassis for the Freightliner replacement will not arrive until September. Delivery is expected in December or January 2024.
5. At the Nicollet Fire Department annual meeting on February 27th, the 2024 budget was increased to \$122,600. The new fire chief and his assistant were introduced.
6. A resident has come forward offering to cut trees in the right-of-way for the township if he could keep the wood. Nothing has been set up by MAT for a tree cutting safety class.

7. An emergency board meeting was held on February 21 to discuss the emergency leave for employee Olson and contracting for snow removal until he returned. Continued discussion on a policy for emergency contracting. Milbrath will get more information from MAT on the need for a resolution or policy regarding emergency situations.
8. Gravel prices for 2023 were received from Minnesota Paving & Materials and Holtmeier Construction. Gravel hauling will begin after road restrictions are lifted. Bode will call MPM (had a 30 day expiration attached to their quote) to hold the quote until further discussion on the change of gravel type to be used in 2023. A decision will be made at the April meeting.
9. The road tour will be on April 18 at noon. Berdan will secure a van for all supervisors and employees to ride together for the tour.
10. A letter was sent to the judge of the district court asking for a decision on the request to forego a special election for the treasurer position withheld on the 2022 ballot. No response has been received to date.

New Business

1. A permit fee of \$500 was instituted two years ago for utility companies to pay for installing services in the township. Benco stated our township was the only one they deal with that charges a fee. After consulting with MAT, they suggested we keep a permit fee to determine where utilities are located and installation satisfactory. A blanket annual fee may be considered for multiple installations. The permit application also needs to state that any damage will be repaired at the cost of the utility company. Frederick/Nelson move/second to change the permit fee from \$500 to \$100 for each application and to add the utility company is responsible for all damage repairs and must restore the ground to its original condition, approved by all supervisors in attendance.
2. There is an intake grate on Timber Lane hill. Our contract with MN DOT is to clean the grate clean and free of debris. If any large debris accumulates, MN DOT is contacted to bring in an excavator to clean at a cost to the township.
3. L-tap training will be held on May 25 with a variety of topics. Milbrath/Berdan move/second to approve Harlan Olson to attend the training session at a cost of \$75.00, approved by all supervisors in attendance.
4. The current two-year service contract with Ziegler expires in May 2023. The quote for a two-year renewal with 2,000 hours is \$13,293. In the previous contract, we used 1,600 hours. The total estimated hours on the 2013 grader is 7,700 hours. Frederick/Milbrath move/second to accept the two-year contract as presented, approved by all supervisors in attendance.
5. There is a crack in the radiant heater in the township shop which is emitting carbon monoxide. Crystal Valley will be called to make the repairs.
6. A stop sign was stolen recently. Discussion on installation of tamper proof bolts at a cost of approximately \$5 per bolt. The township does not have any stop signs in inventory for replacement. A sign would cost \$46.84 from M & R Sign and \$60.00 from ID Sign Solutions. Frederick/Milbrath move second to approve purchasing five stop signs and tamper proof bolts from M & R Sign, approved by all supervisors in attendance.
7. Discussion on requirements for residents requesting an asphalt road and for cul-de-sac turnaround. This will be added to the work session agenda.

8. Frost boils are appearing on the roads as spring approaches.
9. Tree trimming needs will be assessed on the road tour.
10. Steve Michels addressed the board with a letter requesting the new board members to listen and learn. Let employee Olson do his job and take his advice as he is experienced with roads and what needs to be done.
11. Spring short course will be held on March 22nd in Mankato for all township elected officials.
12. Agreements for town line roads with Oshawa and Nicollet townships were reviewed. Revision to be made on the Oshawa agreement to change the requirement of 150 tons of gravel (rather than 300 tons) to be placed each year. Frederick/Milbrath move/second to send the town line road agreements (as revised) to the two townships for their review and signature, approved by all supervisors in attendance.
13. Meeting of Nicollet County Township Association will be held on April 12, 2023 at the Nicollet Friendship Hall starting at 7:00 p.m. This is an informative session with township representatives, county commissioners, and county department heads.

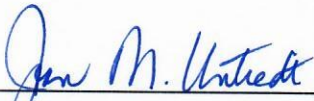
Frederick/Berdan move/second to adjourn the meeting at 8:30 p.m., approved by all supervisors in attendance.



Bryan Bode, Chair

4-11-23

Date



Joan Untiedt, Town Clerk

4-11-23

Date