

BELGRADE TOWNSHIP
MINUTES OF BOARD MEETING

May 9, 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: John Speckel
Employee: Harlan Olson
Residents: Six Residents
Guest: Matt Bindert, Ziegler

Meeting called to order by Chair Bode at 7:00 p.m. Pledge of allegiance was recited.

Addition to the agenda to add township meetings. Milbrath/Frederick move/second to approve the revised agenda, approved by all supervisors in attendance.

Frederick/Milbrath move/second to approve the consent agenda which included minutes from board meeting on April 11, minutes from work session on April 18, claims, and payroll as presented, approved by all supervisors in attendance.

Treasurer's report was given by Speckel.

- The total cash balance as of April 30, 2023, is \$416,179.79. Frederick/Nelson move/second to approve the treasurer's report as presented, approved by all supervisors in attendance.
- As instructed at the prior meeting, CD rates were .03% for 3 months, 3.75% for 9 months, 5% for 10 months, 3.655 for 17 months with a \$25,000 minimum.
- Risk for CDs – cannot access early or must pay penalty.
- Decision to table until a forecast of expenditures for the remainder of the year are determined.

Old Business

1. A meeting was held on May 3rd at the golf course to review the table of action items and who is responsible before construction begins.
2. A meeting scheduled for May 17th with the residents to review the plans and access to their homes during construction. Suggested to have pictures of the golf course before use for reference if any damage occurs.
3. Old River Bluff Road bridge will be completed in 2024.
4. Deichman culvert application received, and site reviewed by Nelson, Berdan, and Olson. The application was signed with approval to install. The culvert will be inspected after installation.

5. Looking for two on-call part-time employees for snow plowing next winter. Frank Little is willing to be hired as needed. It will also be posted on the website.
6. Chain saw training is necessary for employees. OSHA offers an online course for \$49 for up to three people. Tim Wachter will be contacted to see if he is willing to be a part-time employee to take the training and do tree trimming.
7. Freightliner truck has failed the DOT inspection. Discussion on repairs necessary at a cost of \$28,456. Frederick/Milbrath move/second to put the current Freightliner on an auction site for sale and not repair, approved by all supervisors in attendance.
8. MN Big Bid – state surplus currently has two trucks for sale. The new truck's expected delivery is to be by the end of the year, possibly early December because of our situation. Discussion on leasing a truck short-term if necessary.
9. Discussion on contracts for hauling gravel since the Freightliner cannot be used. The average usage is 300-350 tons of gravel per mile. Discussion on gravel contract quotes received at last meeting. Frederick/Berdan move/second to contract with W. Lorentz Construction at \$12/ton delivered, approved by all supervisors in attendance.
10. The road tour was done on April 18 by all supervisors and employee Olson. Highlights of the tour:
 - Trees need trimming – look at the state statute regarding large oak trees. 2023 Levy has \$5,000 line item for tree trimming and Olson will look for contractor to do the trimming as needed. He will do all low hanging branches.
 - Resident on Kern's west has a masonry mailbox with no breakaway. Will review rules and write letter with the compromise if any damage happens from township equipment, the township is not responsible.
 - Vegetation – nothing noted to be cleared
 - Weeds – too early to cite any issues
 - Roads identified needing gravel along with the top of hills. Olson and Berdan will mark roads for contractor to put down gravel.
 - Discussion of vacation of 526th Street because it needs significant work. Tabled to next meeting.
 - Future discussion on cartways and private roads.
11. Bode read an email regarding property with junk in the yard along Highway 169, however, this is not in our township.
12. Discussion on dust control contract estimates received from EDC Dust Control, Deegan Construction, SW Dust Treatment, and Ground Zero. All use magnesium chloride except SW Dust uses calcium chloride. Berdan/Frederick move/second to accept the SW Dust Treatment quote for dust control to place on roads and hills as necessary, approved by all supervisors.
13. Bode read a report from Midwest Engineering regarding the evaluation of the township shop building received just prior to the meeting. It will be forwarded to the supervisors and tabled for a decision at the next meeting.
14. Nicollet County District Court has issued an Amended Order for Hearing on the matter of the special election for treasurer. A zoom court hearing will be held on May 31st at 9:00 a.m.
15. Signed town line agreements have been received from Oshawa and Nicollet townships. Bode will sign and copies will be sent to the townships.

New Business

1. An unemployment claim has been received for the former treasurer. The township is a reimbursable account, so we are liable for our portion of a claim even if no cause is on our part.
2. CDL license requirement is necessary for the Freightliner, not the grader or International truck by Minnesota Statute except in the case of an emergency.
3. Bode talked to the county regarding the method of calculation for the township portion of the Nicollet Fire Dept. budget. Other counties use the same formula.
4. Two signs will be ordered for a barricade to note one lane closed/narrow lane.
5. Section corners are being marked by Nicollet County for Belgrade and Oshawa townships.
6. Site visits will be done by Nicollet County Assessor's office of all property located in the township.
7. Discussion on options for broadband in the area. Grants are available to upgrade and provide additional broadband.
8. Letter received from Nicollet County regarding setback rules for resident Vosburg septic system replacement.
9. Berdan introduced Matt Bindert from Ziegler to discuss options to replace the grader:
 - Current attachments to grader would not work on new frame estimated to be in production in 2024.
 - Lease instead of purchase at a cost of \$5,563.30 per month for 84 months.
 - Outright purchase of \$336,480 with \$90,000 trade for current 2013 grader.
 - No further warranty available after August 2024 for current grader.
 - Ziegler is out 18 months to get new equipment.
 - Tabled until next meeting.

Work Session Items

1. Employee Handbook – not reviewed by attorney.
2. Frederick/Milbrath move/second to approve the AWAIR program as presented, approved by all supervisors.
3. Annexation Agreement on hold.
4. Frederick/Bode move/second to not establish a local Planning & Zoning Commission and to use county setbacks, approved by all supervisors.
5. Nicollet Fire Agreement to be reviewed at next quarterly meeting.
6. Frederick/Milbrath move/second to approve the Record Retention Schedule as presented, approved by all supervisors.
7. Discussion on cartways tabled to allow for more time to review the legal process.
8. Discussion on the township owned property surrounding the area by the MN DOT grate. MN DOT suggested we hold the property but we do not own the property the grate is located on. Tabled.
9. The three-to-five-year work plan is an ongoing process and document.

Additional agenda item regarding township meetings. In the future, only one elected official will be paid to attend meetings outside the regular Belgrade Township meetings. One exception is the Nicollet County Association of Townships in which all elected officials are recommended to attend. For any meeting attended, a report is to be given at the next regular monthly meeting.

Nelson to secure additional information on GPS tracking on equipment.

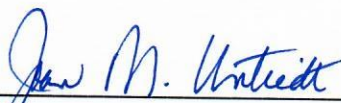
Nelson/Frederick move/second to adjourn the meeting at 9:00 p.m., approved by all supervisors in attendance.



Bryan Bode, Chair

6-13-23

Date



Joan Untiedt, Town Clerk

6-13-23

Date