

BELGRADE TOWNSHIP  
MINUTES OF BOARD MEETING

November 14, 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

Residents: 7 Residents

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

Frederickson/Milbrath move/second to approve the agenda, approved by all supervisors in attendance. Frederick/Berdan move/second to approve the consent agenda including minutes from prior board meeting, emergency board meeting, claims, and payroll as presented, approved by all supervisors in attendance. Frederickson explained the reason for the emergency board meeting to move forward with LRIP applications.

Treasurer's report presented by Speckel. The total cash balance as of October 31, 2023, is \$512,168.88. Frederickson/Milbrath move/second to approve the treasurer's report as presented, approved by all supervisors in attendance.

Old Business

1. MN DOT has approved the Kern's culvert installation. ID Sign Solutions submitted an estimate of \$1,455.30 to install delineators by the culvert. Milbrath/Frederickson move/second to approve installation of the delineators, approved by all supervisors in attendance.
2. Truck replacement for the Freightliner was reported to be on schedule to start the end of November.
3. Berdan contacted L & L Repair to look at the old Freightliner. The estimate has not been received to make the repairs. It will cost \$550 to tow the truck to his shop. Approval was given at the last meeting not to exceed \$5,000 for repairs. Berdan will call to get repairs scheduled.
4. Discussion on the grader replacement will be deferred to the annual meeting.
5. An estimate has not been received from a third contractor for snow removal. Nelson/Berdan move/second to approve the estimates from AmLawn and Enz Construction to use as needed, approved by all supervisors in attendance.
6. Olson completed tree trimming for this year with the rented mini excavator. Trimming on 526<sup>th</sup> Street is done but still needs some trees removed. Minnewaukon completed except for oak trees to be removed. Larger trees on 415<sup>th</sup> need to be removed and trimming partially done. Deerwood

Trail trimming done, some trees and stumps to be removed. The mini excavator was used for the full 100 hours rented. Recommendation to do trimming next year in two-week increments. Jordan Schoener, Birch Bluff Drive, stated some trees were marked but not taken down. Olson reported there was not enough time this year to get it done. Resident Schoener said he would remove the trees. Excellent reports coming from residents on tree trimming and appreciation for the sight openings on roads. One complaint was received about the stumps left behind.

7. Resident Bob Schlueter on 391<sup>st</sup> Lane has agreed to put in a field approach across the road that he can utilize and for the public to use as a turnaround (especially for township equipment and buses). Since the road has been maintained over 6 years, the road can now be recorded since it currently does not exist on county records. It has been utilized as a road and needs a resolution from the board to legally identify the township road. The attorney will need to draft the resolution and finish the easement. It will be presented and approved at the next meeting.
8. Frederickson has not had the opportunity to discuss with Minnewaukon residents regarding the right-of-way to make a turnaround. The land is owned privately and will need to ask a resident to move a fence in the right-of-way.
9. The board approved to submit Local Road Improvement Program (LRIP) applications at the emergency board meeting on October 24<sup>th</sup>. The application will need letters of support from residents and businesses using 526<sup>th</sup> Street and 496<sup>th</sup> Street. Road counters will be placed on the road to count the number of vehicles and their type which utilize the roads. The deadline is December 8<sup>th</sup> for the applications. Discussion on whether the township's responsibility of costs is included in the budget. Frederickson stated there are budget line items that are under budget that could be used. Letters of support are due by November 24<sup>th</sup>. Frederickson/Milbrath approve Resolution #2023-1114 presented for funding reconstruction of 526<sup>th</sup> Street and 496<sup>th</sup> Street with the 2023 LRIP funding along with requesting support from Nicollet County, approved by all supervisors in attendance.
10. No update on the attorney's response to the letter regarding Cartway 130.
11. MAT annual conference will be December 7-9 in Saint Cloud.
12. An annexation agreement with the City of North Mankato was sent to the city for review. An email was received that it was under review and working on the legal description.
13. Nicollet County Association of Townships meeting will be held on Wednesday, November 15<sup>th</sup> in Nicollet.

## New Business

1. Full-time employee Harlan Olson requested to have his annual performance review part of the public portion of the meeting. Comments from the supervisors:
  - Frederickson – no negative comments on any topic and nothing critical to bring up. Continue the good work but be vocal about training opportunities he wants to attend. No complaints have been received from residents.
  - Bode – no calls from residents and doing a good job.
  - Berdan – daily calls with Olson and has no complaints.

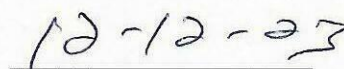
- Milbrath – Olson is dependable and a good mechanic. He is an excellent employee and receives good comments from the public.
  - Compensation to be determined at the December meeting.
2. No annual review needed for part-time employees. Edward Olson will continue to be employed part-time and use as needed. Compensation will be determined at the next meeting. Discussion on the rate for part-time employees and the understanding by some supervisors that the rate must be the same for all part-time employees. The township attorney will be consulted on the rate of compensation for this type of employee.
  3. Untiedt discussed the Minnesota Unemployment account for the township. We are currently registered as a reimbursable employer and pay only if there are claims. She noted the payments currently paid to MN U/C Fund from a former treasurer who left the township but was receiving unemployment from another employer. The township was assessed a percentage of the benefits paid even though she left the township. Any future employee receiving benefits could result in a large bill for the township. Decision tabled to next meeting on whether to become a taxpaying entity or continue as a reimbursable employer.
  4. Earned Sick and Safe Time goes into effect January 1, 2024. More information to follow at the next meeting.
  5. Bobcat informed Olson the township will be billed for hydraulic hose repairs on the mini excavator that was rented. Olson said the repairs needed were the fault of Bobcat for inaccurate installation. No invoice has been received to date. Olson suggested it was their neglect and the township should not pay.
  6. Plow has been installed on the grader and International.
  7. Frederickson/Milbrath move/second to pay Paul Johnson \$250 for storage rent in his shed for township equipment, approved by all supervisors in attendance.
  8. GPS set up is done. Nelson will have the company call Untiedt to set up account and payment information.
  9. The county rejected our annual mileage report of 41 miles of township roads. A call from the county said we had been reporting 36 miles in prior years. It should be 39 miles, with alternate years at 41 miles due to shared road with Oshawa Township. The county said Oshawa Township has not been reporting the shared road on alternate years. County is doing a review of all township roads to ensure accuracy.
  10. Discussion on rock to be used for the hills. Last year, 3/4-inch limestone was used. The current cost is \$25/ton at MPM and \$17.05 with Holtmeier. County gets granite from Morton which is \$18/ton plus transportation. Quartzite would give a better safety stop for vehicles. Seven hills are spread with rock by the township along with some intersections and corners that get icy. Recommendation to have some of both limestone and quartzite available to use.
  11. County provided free transportation for salt/sand mixture.
  12. Milbrath called MN DOT to clarify the maintenance of the grate off Timber Lane. Olson checks the grate at least annually to make sure it is free of debris. Waiting for a response from MN DOT.
  13. Reviewed the work session notes from April on items that are completed, some ongoing, and actions to be finished.

14. Milbrath/Frederickson move/second to approve an annual lease with Nicollet County to use the county conference room for meetings in 2024 at a cost of \$50.00, approved by all supervisors in attendance.
15. Untiedt to contact Crossview Covenant Church to schedule the site for the annual meeting on Tuesday, March 12, 2024. Cost will be approved at the meeting when the contract is received for review.
16. Supervisors are requested to write articles for the annual newsletter. They are due by January 9, 2024 (January meeting).
17. A general election will be held on Tuesday, November 5, 2024, with numerous spots to be filled in the township. More information to follow in 2024.

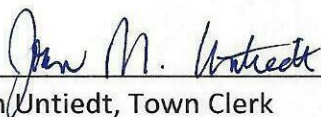
The meeting was adjourned by Bode at 8:30 p.m.



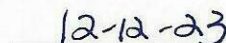
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Bryan Bode, Chair



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Date



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Joan Untiedt, Town Clerk



\_\_\_\_\_  
Date