

**Birchdale Township  
Annual Meeting Minutes  
Tuesday, March 11, 2014 - 8:10 p.m.**

**1. Call to Order /Pledge of Allegiance**

Clerk Bauer called to order the Annual Meeting of the Birchdale Township Board at 8:10 p.m. on Tuesday, March 11, 2014 at the Birchdale Town Hall. The Pledge of Allegiance was recited. The following were present: Supervisors Dale Ahrens, Arnold Berscheid and Marc Brinkman, Clerk Jackie Bauer and Treasurer Marlene VanHavermaet. Also in attendance were Donny Gieske, Lelin Ramathan, Ronald Petit and Dora Wiegers.

**2. Election of a Moderator**

- a. Clerk Bauer announced that the electors would need to nominate a moderator for the meeting. A motion was made by Supervisor Berscheid, seconded by Supervisor Brinkman and unanimously carried that Marc Brinkman serve as the moderator.

**3. Announce Agenda for Rest of Meeting**

- a. Moderator Brinkman announced the agenda for the meeting.

**4. Approval of Agenda**

- a. A motion was made by Marlene VanHavermaet, seconded by Supervisor Ahrens, and unanimously carried to approve the agenda as presented.

**5. Reading of Minutes**

- a. Clerk Bauer then read the March 12, 2013 Annual Meeting Minutes. A motion was made by Supervisor Ahrens, seconded by Supervisor Berscheid and unanimously carried to approve the meeting minutes as amended.

**6. Reading of Board of Audit Report as Posted Prior to Meeting**

- a. Treasurer VanHavermaet then presented and reviewed the Audit Report for the year ending December 31, 2013. Supervisor Ahrens asked about the mileage rate and how this is set. Treasurer VanHavermaet stated that this is set by the federal government and can change every six months. The current mileage rate is \$.55/mile. A motion was made by Supervisor Berscheid, seconded by Supervisor Brinkman, and unanimously carried to approve the Report as presented.

**7. Road Report By Road Subcommittee**

- a. Birchdale Township Comprehensive Plan - Clerk Bauer gave a brief run-down about seal-coating projects that have been completed and what would need to be completed in future years. This year, seal-coating was completed on the following roads: Almond Drive, Amaryllis Road, Alum Trail, Alum Lane, Alligator Road, Alpine Lane, Amber Drive, Ambassador Drive and Apple Trail. Seal-coating of these roads is included as scheduled within the Township's Five-Year Comprehensive Plan. These roads are scheduled to be seal-coated every seven to ten years. At some point within the future, the reclamation of Angler Drive will also need to be completed. Engineers did review this road last year and found that it is still in fairly good condition.

Supervisor Berscheid and Supervisor Ahrens then explained that in the future, there may be requests by residents who are building on roads within the township, to request that these roads be taken on by the Township for maintenance. One of these roads is Alexander Loop. If residents make a formal request by petition at the April Board Meeting, then the Board will consider this request per the Township Road Standards Policy.

Supervisor Berscheid also discussed dust control within the township. Resident Gieske, who was in attendance at the meeting, asked about dust control for 213<sup>th</sup> Avenue. Supervisor Berscheid stated that if the township decides to do dust control for all of the roads in the township, then 213<sup>th</sup> Avenue would be included as part of this. Otherwise, dust control can be done but residents along the road would pay a share of this cost per the Township Dust Control Policy. Supervisor Berscheid asked that the residents along 213<sup>th</sup> Avenue, who were in attendance at the annual meeting, attend the March 25<sup>th</sup>, 2014 meeting and this will be an agenda item for discussion. Resident Gieske is also requesting the possibility of additional speed limit signs along 213<sup>th</sup> and this will also be discussed at the March 25<sup>th</sup>, 2014 meeting.

Resident Gieske mentioned that there is an area on Alcott Drive that last spring, became soft and developed a hole. Supervisor Berscheid asked that any time residents see issues with roads, to let the Board know that these can be repaired.

## **8. Approve Budget, General Levy, and any Depreciated Levies**

- a. After discussion with the Board, Clerk Bauer and Treasurer VanHavermaet are recommending that the Proposed Levy be set for \$158,000.00 which is the same amount as last year. However, their recommendation is that the levy be distributed as follows: \$23,000.00 in the Fire Fund, \$135,000.00 in Road and Bridge and \$0 in Revenue Fund. The Revenue Fund has been steadily growing while the Road and Bridge has dropped in balance so by distributing the levy in this manner, it will increase the balance in Road and Bridge.

The 2014 levy was also \$158,000. A motion was made by Supervisor Berscheid, seconded by Resident Gieske, and unanimously carried to approve the 2015 Budget and General Levy as recommended. 2014 is set at this amount which is for taxes collected in 2015.

**9. Approve Time and Location for the next Annual Meeting and Township Election**

- a. A motion was made by Supervisor Berscheid, seconded by Supervisor Ahrens and unanimously carried to set the next Annual Meeting and Township Election for Tuesday, March 10, 2015 at the Birchdale Township Hall with election hours to be from 4 p.m. to 8 p.m. and the Annual Meeting to begin at 8:15 p.m. Notice of the election and meeting to be published in the Sauk Centre Herald and the Long Prairie Leader and posted on the Township's website and Town Hall bulletin board.
- b. Supervisor Berscheid stated that Burnhamville Township had sent out a post-card mailer to all of its residents reminding them about the Township Election and Annual Meeting. Supervisor Berscheid will inquire as to how many residents the post-card was sent to. Treasurer VanHavermaet stated that the list of residents for the township can be obtained from the county. Supervisor Berscheid commented that the postcard stated who was running in the election and what the agenda was for the annual meeting. This may be something that Birchdale Township would like to do for next year.

**10. Adjournment**

With no further business, a motion was made by Supervisor Ahrens, seconded by Treasurer VanHavermaet, and unanimously carried to adjourn the meeting at 8:42 p.m.

Respectfully Submitted,

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Jackie Bauer  
Birchdale Township Clerk