

**BIRCHDALE TOWNSHIP
REGULAR MEETING MINUTES
Tuesday, November 28, 2017 – 8:00 P.M.**

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

Chair Jim Carstens called to order the regular meeting of the Birchdale Township Board at 8:00 p.m. on Tuesday, November 28, 2017 at the Birchdale Town Hall. The Pledge of Allegiance was recited. Present were Supervisors Jim Carstens, Dale Ahrens, Arnie Berscheid, Marc Brinkman, Larry Bebus, Treasurer Marlene VanHavermaet and Clerk Jackie Bauer. Supervisor. Also in attendance was Erv Herdering.

2. Approval of Agenda

A motion was made by Supervisor Ahrens, seconded by Supervisor Berscheid and unanimously carried to approve the agenda as amended.

3. Approval of Minutes

A motion was made by Supervisor Berscheid, seconded by Supervisor Bebus, and unanimously carried to approve the October 31, 2017 Regular Meeting minutes.

4. Approval of Treasurer's Report

Treasurer VanHavermaet presented the September Treasurer's Report. At last month's meeting, there was a mistake on the report so Treasurer VanHavermaet presented the correct report for this meeting. A motion was made by Supervisor Berscheid, seconded by Supervisor Ahrens, and unanimously carried to accept the September Treasurer's Report.

Treasurer VanHavermaet presented the October Treasurer's Report. A motion was made by Supervisor Brinkman, seconded by Supervisor Berscheid, and unanimously carried to accept the October Treasurer's Report.

Treasurer VanHavermaet also reported that the Township received it's October settlement in the amount of \$68,540.42.

5. Approval of Bills

Next presented was the list of bills for the month of November to be considered for payment. A motion was made by Supervisor Brinkman, seconded by Supervisor Bebus and unanimously carried to approve payment of the bills in the amount of \$4,665.78. (See attached list of bills).

6. Resident's Comments

- a. None.

7. Reports/Requests/Presentations

- a. City of Grey Eagle Fire Contract Meeting – Supervisor Berscheid attended the City of Grey Eagle Fire Contract Meeting on November 21, 2017. He stated that the amount charged to Birchdale Township will be a little less than last year.

8. Township Road Report –

- a. Nothing to report.

9. Unfinished Business

- a. Hearing for Petition to Vacate Part of “H” Street in the Plat of Harcoa Lodge, First Addition, Todd County – Supervisor Carstens will attend this hearing scheduled for January 24th, 2018 at 3:00 PM at the Todd County Courthouse. Supervisor Bebus may also plan to attend. This street is not a Township Road so the residents are responsible for pursuing the vacation of the road. The residents plan to create a new private road giving all of them access to their properties.

10. New Business

- a. Meetings Regarding Todd County Pursuing Grant Money for Election Precincts/Voting Machines – Treasurer Van Havermaet and Supervisor Bebus reported that they had attended meetings conducted by the Todd County Auditor/Treasurer's Office. The Auditor/Treasurer's Office is planning to pursue grant money through the State of Minnesota to assist in paying for new election equipment that will be updated and lighter in weight. This equipment will include a new AutoMark and a new tabulator. They are requesting that each township write a letter in support of requesting these funds. The grant will not cover the entire amount of the cost of the new equipment, so each township will be responsible for a portion of the costs. Todd County will pursue this grant whether the townships write the letter or not but would like as many of the townships in Todd County to support this grant request. Townships will be required to purchase the new equipment when it comes out because the old equipment will be costly to program. The grant money will cover approximately 75% of the cost of the equipment.

A motion was made by Supervisor Bebus, seconded by Supervisor Brinkman and unanimously carried to submit a letter from Birchdale

Township supporting Todd County's grant application to assist in funding new election equipment for the county and townships.

- b.** Fire Service Contract with the City of Sauk Centre – The contract terminates July 1, 2018 however it has an automatic five year renewal until July 1, 2018 unless either party terminates by a 90 day written notice prior to March 31, 2018. If the Board would want to terminate this contract, the termination process would have to begin now so this is why this item is on the agenda. The Board wishes to continue with the Fire Contract with the City of Sauk Centre so no action was taken. Clerk Bauer will contact the City of Sauk Centre to clarify if a new five-year contract will be written.
- c.** Notice of Election Filing for the March Township Election – Clerk Bauer presented the Notice of Election Filing for the March Township Election that she prepared and will be posted at the Town Hall, online on the Township website and posted in the Sauk Herald and the Long Prairie Leader. Supervisor Positions C and D, which are currently held by Supervisors Marc Brinkman and Supervisor Arnie Berscheid will be up for election and the filing period will run from January 2, 2018 through January 16, 2018. A motion was made by Supervisor Berscheid, seconded by Supervisor Ahrens and unanimously carried to approve the Notice of Election Filing for Birchdale Township.
- d.** Possible Township Election Postcard Mailing – Last year, a postcard mailing had been sent to all residents in Birchdale Township informing them of the Township Election and Annual Meeting encouraging their attendance. Agenda items were also included on the postcard. The approximate total cost of the postcard and mailing expenses was \$350.00. Clerk Bauer asked the Board if they would like to send a post-card again this year. The Board stated that they would. Clerk Bauer will begin work on drafting the post-card.
- e.** Clerk Bauer presented the 2018 Worker's Compensation Certificate which she received from the Minnesota Association of Townships for the Township.

11. Informational Items

The Board then reviewed the following informational items:

- a.** 2017 Annual Township Report; Noxious Weed Control – Clerk Bauer presented correspondence regarding the 2017 Annual Township Report to be completed by the Township Weed Inspector and needs to be returned by January 15, 2018 to the Todd County Agricultural Inspector.

Supervisor Ahrens will complete this report and return it to Clerk Bauer at the December Board meeting.

- b. Blue Spruce Road – Supervisor Ahrens stated that he was contacted by Resident Lynn Holm who stated that there was a culvert that was partially washed out along the road. Supervisor Ahrens checked the culvert and he stated that it is not too bad but there is a tree down near it. Supervisor Berscheid will go out and remove the tree.
- c. 140th Street – Supervisor Ahrens stated that Resident Bill Berscheid contacted him to state that a culvert along 140th Street was partially blocked. Supervisor Ahrens stated that water is still running through it. Erv Herdering will clear it out in the spring.
- d. Bayview Drive – Supervisor Ahrens stated that TJ, the owner of Diamond Point, contacted him and stated that after the first snow fall, the road leading up to his business (Bayview Drive) was not plowed until later in the day. Plowing on this short stretch of road is covered by Kandota Township as well as blading and grading while Birchdale Township covers the culverts, graveling and road repair. The Board suggested that Birchdale Township take over the snow plowing, blading/grading and sanding. Culverts, road repair and graveling would still be covered by Kandota Township for this portion of Bayview Drive. Birchdale would still cover the culverts, road repair and graveling for their portion of Bayview Drive. Clerk Bauer reviewed the agreement to reflect this and Supervisor Ahrens will attend the Kandota Township December meeting and present the revised agreement for their review and approval.

12. Officers Comments

- a. None.

12. Adjournment

With no further business, a motion was made by Supervisor Brinkman, seconded by Supervisor Berscheid, and unanimously carried to adjourn the meeting at 8:43 p.m.

Respectfully Submitted,

Jackie Bauer
Birchdale Township Clerk