

**BIRCHDALE TOWNSHIP  
REGULAR MEETING MINUTES  
TUESDAY, JULY 25, 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, July 25, 2017 at the Birchdale Town Hall. The Pledge of Allegiance was recited. Present were Supervisors Dale Ahrens, Jim Carstens, Arnie Berscheid, Larry Bebus, Marc Brinkman, Treasurer Marlene VanHavermaet and Clerk Jackie Bauer. Also in attendance were Erv Herdering, Craig Mitchell, Diana Mitchell, Marcia Weisbrich, Mark Johnson and Chuck Anderson.

**2. Approval of Agenda**

A motion was made by Supervisor Berscheid, seconded by Supervisor Ahrens 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 June 27, 2017 Regular Meeting minutes.

**4. Approval of Treasurer's Report**

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

Treasurer VanHavermaet stated that she was able to renew the 12 month CD held by the Township at First State Bank in Sauk Centre for a rate of 1.05% with a maturity date of July 7, 2018.

Treasurer VanHavermaet and Clerk Bauer stated that we may want to move the balance in the savings account back into an investment. There is a current balance in the savings account of \$100,009.52. The Board agreed and asked that Clerk Bauer add this to the August agenda.

**5. Approval of Bills**

Next presented was the list of bills for the month of July 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 \$1,202.00. (See attached list of bills).

## 6. Resident's Comments

- a. **Birchwood Loop and Birch Drive** - Residents were in attendance at the meeting, who live on Birchwood Loop and Birch Drive which is located near the Birchwood Resort. They stated that they have paid to maintain Birchwood Loop by having gravel added and maintaining the road including snow plowing in the winter. However, the owner of Birchwood Resort has come in and added speed bumps which will create problems for plowing. The owner of Birchwood Resort leaves in the winter so he is not here to see what happens with the road. The residents were questioning whether the roads were township roads or not. Supervisor Ahrens stated that he did drive down both Birchwood Loop and Birch Drive and verified what the residents were reporting.

A motion was made by Supervisor Ahrens, seconded by Supervisor Berscheid, and unanimously carried that Birchwood Loop or Birch Drive (see attached description and map of property and roads) are not Birchdale Township Roads and never were. The Board will not take any action on these roads because they are not Birchdale Township roads.

Resident Diana Mitchell asked that once the Board approves these minutes at the August Board meeting, that a copy be emailed to her. Clerk Bauer stated that she will email the approved minutes to Resident Mitchell. The residents will pursue other options in working with the owner of Birchwood Resort to resolve these issues.

- b. **Tom's Refuse Call regarding Brush Cutting** – Clerk Bauer notified the Board that she had received a call from the owner of Tom's Refuse, Char Bueckers. She stated that one of their tall garbage trucks had gone down Almond Trail and Amigo Trail and low-hanging branches had tore a hose off the top of the truck. She was concerned that some of the brush needed to be cut back. Supervisor Berscheid checked both roads and stated that the low hanging branches were not on the township road but actually were on private roads. Clerk Bauer did inform Ms. Bueckers regarding this and she will work with the home-owners on brush cutting.
- c. **Central Applicator Weed Spraying Quote** – Clerk Bauer stated that a weed spraying quote did come in from Central Applicators but it was received too late and the Board has already awarded the quote to Carr's Tree Service. Clerk Bauer will add this quote information to the Weed Spraying file.

Supervisor Ahrens stated that he thought it might be a good idea to move sending out Weed Spraying Quote forms to the month of April on the Calendar of Events. The Board agreed and Clerk Bauer will make this

change. He felt that weed spraying should begin sooner. Supervisor Ahrens also stated that there is a low tree limb hanging down on Alligator Road and two small maple trees that need to be removed on 251<sup>st</sup> Avenue. Supervisor Berscheid will contact our brush cutter and have this branch removed along with 2 small maple trees.

Supervisor Ahrens stated that he contacted three residents about thistle growth. One of the residents has taken care of this but the other two have not. Supervisor Ahrens contacted the Weed Inspector, Nancy Uhlenkamp and she will go out and take pictures and notify the residents. Since then, one of the residents has now taken care of the problem but one still has not.

Supervisor Ahrens stated that he was contacted by Resident Sue Cardinal and she stated that a crack was blew out on Alcott Drive but not filled in. Supervisor Ahrens contacted Midwest Asphalt and they will take care of this.

**7. Reports/Requests/Presentations**

- a. None

**8. Township Road Report**

- a. Morning View Addition/Johnson BBL Legacy Preliminary Plat – Supervisor Carstens and Clerk Bauer stated that Road H in Morning View Addition is not a township road so the residents will need to contact Todd County and have this road extinguished through legal means. After they do this, the residents then will be able to create a new road and have this recorded with the county. It will not be a township road and will not be built to township specifications. Supervisor Carstens and Supervisor Bebus will attend a Todd County Planning and Zoning meeting on August 3<sup>rd</sup>, 2017 regarding this process.

**9. Unfinished Business**

- a. Township Road File – Clerk Bauer presented information regarding ordering a list of Birchdale Township roads from Todd County. The cost of requesting this information is approximately \$10.00. The Board approved for Clerk Bauer to go ahead and request this list so that she can develop files for each of the Birchdale Township roads. This was a suggestion made by the Minnesota Association of Townships for all clerks to create.

**10. New Business**

- a. Clerk Bauer presented the proposed quote information and form regarding Snow Plowing. A motion was made by Supervisor Carstens, seconded by Supervisor Ahrens, and unanimously carried to approve the quote information and form and authorize seeking sealed quotes for Snow Plowing. Clerk Bauer was directed to send the quote information and form to Herdering Inc. and Mayers Inc. and to post the information on the Township website and Township bulletin board. Quotes to be received until 8:00 p.m. Tuesday, August 29, 2017 and the quotes to be opened at the 8:00 p.m. Board meeting.

## **11. Informational Items**

The Board then reviewed the following informational items:

- a. Correspondence received from Todd County Planning & Zoning regarding Proposed Todd County Planning and Zoning Ordinance (Buffer Initiative) – Clerk Bauer presented correspondence she received from the Todd County Planning and Zoning office regarding a proposed section of ordinance to be added to the Todd County Planning and Zoning Ordinance regarding Buffer Initiative requirements for buffers along public waters going into effect November 1, 2017. Supervisors Carstens and Bebus will attend this meeting to be held on August 3, 2017.
- b. Special Assessment Information Requests:  
Main Street Title & Closings LLC: 1) Stephanie Austing, Troy Tomford and Jennifer Tomford. 2) Robert Kraker and Barry Brandt – Clerk Bauer has responded to the requests that there are no pending assessments.  
  
Home Town Title, LLC: 1) 20170132 Tiemann/Bursch. 2) 20170067 Woodward/Sjogren – Clerk Bauer has responded to the request that there are no pending assessments.
- c. District 8 Meeting Notice – Clerk Bauer presented correspondence regarding the date of the District 8 Meeting which will be held on Wednesday, August 16, 2017 at 5:30 PM at the Holy Cross Center in Onamia.

## **12. Officers Comments**

- a. Supervisor Berscheid stated that crack filling is almost completed in the township. Also, he had noticed some road number signs missing and has contacted Todd County GIS to have these replaced.

Mr. Herdering, who was in attendance, asked that if the Board sees any washouts or is contacted by any residents regarding washouts, that they let him know.

**13. Adjournment**

With no further business, a motion was made by Supervisor Bebus, seconded by Supervisor Brinkman, and unanimously carried to adjourn the meeting at 8:55 p.m.

Respectfully Submitted,

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Jackie Bauer  
Birchdale Township Clerk