

**BELGRADE TOWNSHIP BOARD MEETING  
NICOLLET COUNTY SATELLITE OFFICE  
November 14<sup>th</sup>, 2017**

The Belgrade Township regular monthly meeting for November was held on November 14<sup>th</sup>, 2017 at the Nicollet County Satellite Offices in North Mankato. Chairman Craig Smith, Supervisor Mary Milbrath, Supervisor Randy Gish, Supervisor Tom Langdon, Supervisor Tim Lorentz, Treasurer Richard Timm and Clerk Lori Cullen were present as well as Harlan Olson, Greg Burkhardt (Burkhardt & Burkhardt Ltd. Auditor), 7 township residents, 2 attorneys regarding the Schwickert Cartway petition and Don Darling with his wife Eileen from Nicollet (Don is interested in the part-time position).

Craig called the meeting to order at 7:00 P.M.

Craig called for Additional Agenda Items and Approval of Agenda. Two topics were added to the agenda. Randy made a motion to approve the agenda with additional items. Tom seconded the motion. The motion passed.

The minutes from the October 10<sup>th</sup> 2017 meeting were reviewed. Tom made a motion to approve the minutes. Tim seconded the motion. The motion passed.

Richard Timm gave the Treasurer's Report for October. There is \$19,999.17 in the Checking account, \$6,898.93 in the Platinum account and \$365,309.52 in the ICS account as of October 31<sup>st</sup>, 2017. There were two deposits: one from the City of North Mankato for \$677.30 and one Direct Deposit from the State of Minnesota for \$2,613.66. Randy made a motion to accept the Treasurer's Report. Tom seconded the motion. The motion passed.

Claims were reviewed from October 2017, as well October's payroll. Mary made a motion to accept the October claims. Tom seconded the motion. The motion passed.

#### OLD BUSINESS

There were no additions to old business: Emergency preparedness - Dave Lang / Huntley-Wilmarth 345 kV trans line presentation by Tom Hillstrom / Resolutions & Town petitions need to be sent at least 5 days prior to meeting to review / Grant for aging voting equipment / Maintenance of t urn around at end of Minnewaukan / OFCCP's nondiscrimination and EEO laws – poster / with the exception of Lori mentioning to the board there is still time to plan to attend the MAT Annual Conference this week at the Mayo Civic Center in Rochester. Emergency preparedness - Dave Lang

#### NEW BUSINESS

Greg Burkhardt, from Burkhardt & Burkhardt CPAs, gave a report on the results of the External Audit performed on the 2016 financials. Greg supplied two booklets to each board member with financials, findings and summaries. The CPAs presented the township with solid beginning numbers for the beginning of 2017 and explained their financial findings and how all the numbers in the reports affect the township. Overall the township is financially sound. He also went through a couple of areas of concern with CTAS (the township accounting software from the state) reporting and recommended changes be made. He also recommended some shifting of responsibilities for better internal control because at this time the clerk has too much responsibility. Craig would like to discuss this more at the next meeting after the board has had more time to review the materials given to them.

Mary spoke with Nicollet County regarding election equipment. They are writing a proposal for a grant for new equipment. They will let us know what we need to do when the time comes.

The Seven Mile Creek watershed program is still in its initial stages. Mary attended a 2.5 hour walking tour yesterday afternoon. She explained how severe some of the erosion is in the ravines they toured. If anyone has any drainage ditches causing watershed/erosion issues please let Houston Engineering (Jeremiah)

know (Mary has his email address). There is a creek running by Adam Schmidt that runs constantly. Eric Miller is working on a matching grant for us. It has a significant impact on the roads.

Don Darling is interested in the part time position for the township. Don introduced himself and shared that he is a longtime resident in the area. He is retired and can do part-time work for our township. Although he has not plowed roads in the past, he has an abundance of experience plow snow in driveways and parking lots. Craig asked if he might be willing to get a Class A license going forward. He said he'd be open to that. Mary knows Don and said he's a good guy. There was some discussion regarding part-time wages. Randy made a motion to make the wage for part-time work \$20/hour for any work done. Tom seconded. The motion passed. Mary then made a motion to hire Don Darling for the part-time position. Tim seconded the motion. The motion passed.

Mary asked Harlan if the gate and barbed wire fence that has been thrown in the ditch on 409th Avenue has caused any issues for him. Harlan confirmed it has and asked if the resident could take care of getting it cleaned up. Mary will send them a letter.

Mary said all is quiet with the census at the moment, however It's going to get busy very quickly.

Mary has reached out to many regarding the Huntley-Wilmarth 345 Kilovolt Transmission Line Project. She notified Nick Frentz and Clark Johnson, Nicollet County Commissioners via letters explaining that we are opposed to having said power lines come through Belgrade Township. She also contacted Lori Many Lightenings from the Native American Tribal Council because of the Indian Burial Grounds as well as the EPA and the Land Stewardship Project. She was told by Tom Hillstrom to not let your guard down and residents should continue sending emails expressing concern.

The Schwickert Cartway Petition has been resubmitted. The board was informed that a hearing date needs to be set for the board to listen to the parties potentially affected by the cartway. Mike Kennedy, attorney for Klooster's, as well as Lynn Balderus, attorney for the Schwickert's, were present at the meeting. Both attorneys suggested setting the hearing date for December 12<sup>th</sup>, which is the next regularly scheduled township board meeting. It was discussed that upon initial submission of the petition an escrow account should have been set up to cover any fees the township might accrue from the petition. There have already been attorney fees that the township has paid which should have been paid by the Schwickert's. Mary made motion for an escrow amount of \$2,500 be set up from the Schwickert's. Randy seconded the motion. The motion passed. Lori will contact the township attorney to have the escrow account set up. Randy made a motion to set the hearing date for Dec 12<sup>th</sup> at 7:30pm. Tom seconded the motion. The motion passed.

Harlan's review is due soon. The board will conduct his review on or before December 12<sup>th</sup>.

#### OTHER BUSINESS

Harlan expressed concern about parking on the township rite-of-way. A few areas of concern are 391<sup>st</sup> Lane, Kearns addition (west), and the end of Minnewauken. The board suggested posting winter parking guidelines on the township website.

Craig spoke about zoning rules in Blue Earth County regarding what they have in place regarding an ordinance involving land-locked property. He said it helps clarify cartway issues. Mary will explore that further.

Craig reminded the board about the change in location of the Nicollet County Township Association meeting tomorrow evening.

#### ADJOURN

Tom made a motion to adjourn the meeting. Mary seconded the motion. The meeting adjourned at 8:34pm.

---

Craig Smith, Chairman

---

Date

---

Lori Cullen, Clerk