

**South Bend Township
Regular Meeting
January 3, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on January 3, 2017. Board members that were present were Roger Veldhuisen, June Lonnquist, Chad Ruch, Bryan Wendland, and Tony Albang. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent, and Rob Stone, Fire Chief.

Minutes from the December meeting were read for approval. Rob requested a correction in the Fire Update as they had a fire truck at Northern Frights for two nights, not one. Jamie forgot to add that a road inventory was discussed but Justin does not feel that it is necessary as he can do it.

Tony made a motion to approve the minutes as amended. Chad seconded the motion. All voted in favor and the motion carried.

The Treasurer's report was read for information and approval. The Chairman accepted the treasurer's report as read.

NEW BUSINESS

RESULTS OF CLERK PERFORMANCE REVIEW

Chad made a motion to set the Clerk wages in order to comply with MN Statutes 471.991-471.999 and MN Rules Chapter 3920. Bryan seconded the motion. Roger, Chad, Bryan, and Tony voted in favor. June abstained from the discussion and voting due to a conflict of interest. The Board also decided that the position will be a full time position at 32 hours/a week and eligible for health insurance.

CLARION STREET VACATION

Jamie was contacted by a resident concerning the section of Clarion Street, between Le Sueur Avenue and 7th Street (Birch Ave). Through her research, Jamie found that everything north of Le Sueur Avenue had been vacated and half of the section between Le Sueur Avenue and 7th Street had been vacated also. Roger believes that there was a drainage issue that had held up a previous vacation request. Jamie will contact the resident and let him know the process for vacating the street.

OLD BUSINESS

2ND WELL/EPA GRANT

Jamie received another email from the EPA requesting a status update. Jamie explained the situation again and had not received a response for using the funds to install a waterline from Mankato across the river as a backup water source.

Tony and Bryan want Bolton & Menk to perform a bore test on the Ruby property. Chad suggested to have multiple sites tested. John brought up the Minnesota Rural Water Association and stated that they can perform these tests free of charge for members.

Tony made a motion to join the Minnesota Rural Water Association if the cost was less than \$1000. Bryan seconded the motion. All voted in favor and the motion carried.

208TH LANE AND FERNWOOD LANE VACATIONS

Jamie will check with Blue Earth County and the State of Minnesota about the vacation process as both border on state property and notify the appropriate people.

DK AUTO

Jamie presented the information from Aaron Stubbs in regards to both locations. He has a meeting set up for early February to meet with Dennis again and will keep the township up-to-date. Jamie will send a letter revoking his license agreement and have him move his gate onto his property at the top of the hill.

2018 BUDGET WORKSHOP

Budget discussion set for the January 17, 2017, meeting.

FIRE UPDATE

There were two fire calls this month, both were car accidents.

The trucks are due to be serviced and DOT inspected this month and after the problems with the previous mechanic, Rob is wondering if he should take them somewhere else. Bryan told him to get estimates elsewhere.

The tanker is in need of new tires. Bryan made a motion to purchase new tires. Roger seconded the motion. All voted in favor and the motion carried.

Kyle requested the old By-Laws be approved by the Board as the Fire Department is not currently working under any. Roger made a motion to approve the old By-Laws until the Employee Handbook is finished. Bryan seconded the motion. All voted in favor and the motion carried.

MANAGER OF PUBLIC WORKS UPDATE

Justin had RDO inspect and fix the grader. With the snow and freezing rain, we are running low on rock so more will be delivered.

Roger and Bryan requested Justin to plow closer to mail boxes as some people are not receiving their mail.

WATER SUPERINTENDENT UPDATE

John and Justin received the new testing equipment. The fluoride is still testing too high and they unplugged it December 30, 2016. They will be testing the level again in two days and are hopeful that it will be back down to a safe range. When the level is back to normal, they will restart the system.

They were contacted by the Department of Health because there was no fluoride testing performed between October and January. They are sending a letter to explain the situation.

John and Justin would like to order and install two new meters in the sewage station so that flow can be measured in minutes. The meters cost \$98 a piece. Chad made a motion to upgrade the meters. Tony seconded the motion. All voted in favor and the motion carried.

There is still a large I&I problem as there is a big difference between what is being charged and the actual pumpage. Bryan feels that as a lot of the manhole rings need to be fixed, it should be done before the planned blacktopping projects. Justin has a map with all of the manholes numbered and rated. The money from Mankato will only cover about 8 of the 34 manholes. June will contact Mankato and follow up.

Justin is in the process of locating sewer system maps and shut offs. He wants to GPS code them when they have been located.

CLERK/TREASURER UPDATE

Kachelmyer Property Jamie received another email from George Leary concerning a request to build a new house in a different location on John Kachelmyer's property. Kachelmyer now wants to divide the property into parcels before building the new house. After discussion, the Board agreed that the proposal should be allowed to proceed. Jamie will contact George.

MPCA Letter Jamie received a letter from the MPCA announcing a public comment period on proposed amendments concerning water quality standards. The City of Mankato is planning on sending a letter and contacted Jamie to see if the township wanted to be included. June said to have them include us.

Hawkeye Lane June and Justin received thank you letters from Jack McGowan about the repairs made to Hawkeye Lane.

Health Insurance All of the enrollment forms have been submitted.

PTO Jamie asked the Board if she was now eligible for PTO and how much. The amount would be the same as given to Justin with accrual beginning the effective date of the pay and hourly increase.


PUBLIC INPUT

Tony would like to know if we can get rid of the television in the meeting room. No decision was made.

Chad motioned to pay bills as presented. Tony seconded the motion. All voted in favor and motion carried.

The meeting was adjourned by motion from Bryan and second by Tony at 8:32 pm.

Respectfully Submitted by:

A handwritten signature in dark ink, reading "Jamie Malvin". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
January 17, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on January 17, 2017. Board members that were present were Roger Veldhuisen, June Lonnquist, Chad Ruch, Bryan Wendland, and Tony Albang. Also present were Jamie Malvin, Clerk/Treasurer, and Justin Samuelson, Public Works Manager.

CLERK/TREASURER UPDATE

2ND WELL/EPA GRANT

Jamie received an email from the MPCA concerning the state revolving fund programs for the clean water revolving fund. Projects for the 2018 fiscal year are now being accepted.

DK AUTO

Dennis has talked to both Bryan and June. They explained the importance of keeping the roadways open. Jamie will double check the nuisance ordinance concerning cars and has been told that the county is keeping an eye on the situation.

MANAGER OF PUBLIC WORKS UPDATE

Justin has been contacted by Beemer. Beemer wants to check and clean out the flood pumps, costing approximately \$3000 for both stations. Chad questioned what the process is and if it is possibly something to do ourselves in the future. Beemer would also pump the sanitary station at the same time as he is unsure of when it has been done in the past.

The new meters for the sewage station have been ordered and are on their way. The fluoride level is coming down but the pump is still unplugged. The phosphate level is low so Hawkins will be in later this week so see what additional supplies are needed.

OLD BUSINESS

QUALITY TREE

Quality Tree called June to let her know that they intend to send the unpaid invoice to collections. The invoice was for work done in 2013 but was not to be paid per Larry as they did not do the requested work and he had another company come out and finish the tree removal and trimming. The township options at this time are to pay the invoice in full or have Chris negotiate a settlement as they have refused to negotiate or come to a meeting to discuss the charge.

Bryan made a motion to pay the bill excluding interest and have them sign a statement saying the bill has been paid in full. Tony seconded the motion. All voted in favor and the motion carried.

2018 BUDGET

****SEE BUDGET SHEETS ON FILE IN CLERK'S OFFICE****

Jamie will contact Abdo to see if moving some of the money into a money market account would remove the finding for collateral.

The meeting was adjourned by motion from Roger and second by Bryan at 9:17 pm.

Respectfully Submitted by:

A handwritten signature in dark ink, reading "Jamie Malvin". The signature is written in a cursive style with a large initial "J" and a small dot over the "i" in "Malvin".

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
February 6, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:06 pm on February 6, 2017. Board members that were present were Roger Veldhuisen, June Lonnquist, Chad Ruch, Bryan Wendland, and Tony Albang. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent, and Rob Stone, Fire Chief.

Minutes from the January meetings were read for approval.

Chad made a motion to approve the minutes as presented. Tony seconded the motion. All voted in favor and the motion carried.

The Treasurer's report was read for information and approval. The Chairman accepted the treasurer's report as read.

NEW BUSINESS

ORDINANCE ENFORCEMENT

Jamie received a phone call from a resident on Birch Avenue concerning excessive dog barking and asked if we had an ordinance concerning dogs. Jamie advised and emailed nuisance ordinance and will contact the Blue Earth County Sheriff's Department to figure out enforcement.

OLD BUSINESS

2ND WELL/EPA GRANT

John, Justin, Jamie, and Bryan met with Amy Lynch and Chad Kolstad from the Minnesota Department of Health to discuss the possibility of losing the EPA Grant. Amy and Chad gave us different funding options, dimensions for a possible site, and options for a response to the letter being sent by the EPA.

Justin has contacted the USDA Rural Development about performing an income survey rather than median income and was told that there must be a health issue to do the income survey. The coliform issue could be considered.

He also talked to Mary Fralish from the City of Mankato about having a pipe under the river as a secondary water source. No plans have been developed but they are still interest. We would need to contact Bolton & Menk for a project estimate. This would also cause the need for booster pumps and an additional generator in case of a power outage.

Justin also spoke with MRWA and will be setting up a meeting for next week to see what they have to say. MRWA also said that the next step would be contacting an engineer.

After some discussion, the Board also wants to look at the well at Land of Memories and the CHS site as two options for a second well.

208TH LANE AND FERNWOOD LANE VACATIONS

After doing further research, Jamie found that the Board cannot go ahead with the vacation of these two roads as there needs to be a petition of at least eight residents within three miles from the road requesting the vacation or the Board may be given the go ahead to proceed at the Annual Meeting by any members of the Township. Jamie has contacted the appropriate people with the continuing steps.

2018 BUDGET

The Board moved into the board of audit.

After continuing discussion reviewing the 2016 actual costs, Roger suggested the following:

- General: \$100,000
- Road and Bridge: \$150,000
- Fire: \$29,000 plus \$4,000 for Relief Association Audit
- Capital Reserve: \$35,000 total; \$10,000 for R&B, \$15,000 for Fire

Bob Lorentz was present to discuss the Relief Association levy amount. He stated that it is typically \$1000 per member of the association. At the time of the meeting, the Fire Department had not discussed the amount to ask for for the Relief Association. The Board decided to leave the levy amount at \$22,000.

Per previous discussions, the Dike Fund was going to be \$45,000; with \$15,000 for MS4 and \$30,000 for the dike.

Total expenditures for 2016 were \$399,672.09, not including the utility system. Total tentative levy for 2018 is \$385,000.

FIRE CHIEF UPDATE

There were four fire calls last month:

- Two structure fires (South Bend Ave and Neubert)
- One medical at McGowan's Farm
- One false alarm at Blaschko Building Center

After discussion, the Board agrees that Blaschko's should be billed as they have been previously warned about false alarms.

The DOT inspections have not been done yet as Cory is still getting quotes. Fire school is continuing for the two new firefighters.

PUBLIC WORKS UPDATE

No additional updates.

WATER SUPERINTENDENT UPDATE

The chemical levels have finally reached a normal level. John and Justin want to put a monthly hydrant flushing schedule together.

CLERK/TREASURER UPDATE

Jamie presented the monthly correspondence. We received another letter from Jack McGowan thanking us for the restoration of his road. The township also received a letter from the Land Steward Project explaining the organization and the importance of townships to stay current on legislation concerning rural areas. The board does not want to join at this time as MAT currently advises on the legislation.

Jamie received a letter from FEMA stating that the Levee was complying with federal regulations and it is fully accredited.

The township is the host for the March quarterly BECATO meeting. Jamie will pick up the key. Board will decide on refreshments at a later date.

Jamie heard back from Abdo in regards to moving money into a money market savings account to get rid of one of the audit findings. If the account balance in each account is under \$500,000, the finding would be removed as collateral is not required. Jamie presented information from Minnesota Valley Credit Union and Community Bank and will see what is needed to set up the accounts.

Tony motioned to pay bills as presented. Bryan seconded the motion. All voted in favor and motion carried.

The meeting was adjourned by motion from Bryan and second by Tony at 9:06 pm.

Respectfully Submitted by:

A handwritten signature in dark ink, reading "Jamie Malvin". The signature is written in a cursive, flowing style. The first name "Jamie" is written with a large, looped 'J'. The last name "Malvin" is written with a large, looped 'M' and a trailing flourish.

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Special Meeting
February 23, 2017**

The special meeting of the South Bend Township Board of Supervisors was called to order at 12:55 pm on February 23, 2017. The purpose of the meeting was to discuss options for a secondary water source and steps to take to not lose the EPA grant. Board members that were present were June Lonnquist, Roger Veldhuisen, Anthony Albang, and Bryan Wendland. Also present were Jamie Malvin, Clerk/Treasurer, and Lyle Femrite, Bolton & Menk. Chad Ruch was absent.

Lyle and Bryan explained the previous week's meeting with Jeff from MRWA and explained that Land of Memories well and a hilltop well are not viable options at this time. A well on the hilltop would have larger interconnection costs and the township would need to have another treatment facility on top of the hill.

Lyle explained that the next step in the process would be to put together a preliminary engineering report to address two or three options and associated costs which will cost approximately \$4,000-\$5,000. Per MRWA, the best option would be a second well next to the current one and the cost would be similar to the City of Mankato interconnection. In order to expand the service area, a booster station would be needed with either option.


The project would be done in phases and expenditures for the first phase of a secondary water source could be rolled into the second phase of expanding the water system with regards to the matching funds required for the grant.

After some discussion, Lyle stated that he could have the report to the Board by March 17th and present at the March 21, 2017, scheduled meeting.

Bryan made a motion to have Bolton & Menk prepare a response to the EPA and do the preliminary engineering report. Tony seconded the motion. Roger stated that he was concerned that a lot of money was spent in the past and the township has very little to show. June called for a vote. All voted in favor and the motion carried. Lyle will contact Jamie if he needs further information.

The meeting was adjourned by a motion from Tony and a second from Roger at 1:30 pm.

Respectfully Submitted by:



Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
March 7, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 6:59 pm on March 7, 2017. Board members that were present were Roger Veldhuisen, June Lonnquist, Chad Ruch, Bryan Wendland, and Tony Albang. Also present were Jamie Malvin, Clerk/Treasurer, and Justin Samuelson, Public Works Manager.

Minutes from the February meetings were previously emailed. Bryan made a motion to approve the minutes as emailed. Tony seconded the motion. All voted in favor and the motion carried.

The Treasurer's report was read for information and approval. The Chairman accepted the treasurer's report as read.

NEW BUSINESS

LIQUOR LICENSE RENEWALS

Gary Winter, Minneopa Golf Club, and Mike Clark, Kato Cycle Club, were present to request their liquor licenses be renewed. Roger made a motion to renew the licenses. Tony seconded the motion. All voted in favor and the motion carried.

VACANT LOT AT OLIVE AND N. STURGIS

Bryan wanted to notify the Board that a buyer has come into his real estate office and wants to start the process of buying the vacant lot. The buyer is looking to move a house onto the lot similar to the surrounding homes. Due to a conflict of interest, Bryan stated that he is not the agent for the buyer and will recuse himself from any votes related to the sale of the property. All of the Board members decided to entertain offers and Jamie will look at comparable lots and what was done when the Board considered selling in the past.

DELINQUENT WATER AND SEWER BILLS

Jamie asked for direction from the Board in regards to delinquent water and sewer bills. There are approximately 22 customers with balances over 30 days past due. Due to the Minnesota Cold Weather Rule and the vague description of what is a utility, the League of Minnesota Cities recommends that cities and towns do not shut off water utilities during the time period. Jamie is wondering if there should be a 30 day notice to both the resident and property owner, if applicable. The Board stated to notify both the residents and property owners with a shut off date of April 15, 2017.

OLD BUSINESS

2ND WELL/EPA GRANT

Bolton and Menk are preparing a preliminary engineering report and will have it ready to present at the next Board meeting. Jamie will contact Lyle and Dan about the progress of the response letter to the EPA.

DK AUTO

Blue Earth County is not happy with the progress being made in bringing the salvage yard up to requirements. June is trying to schedule a meeting with Dennis Kleinow and Blue Earth County to see

what possibilities are available for the property as Dennis wants to put up a building at the front of the property instead of a fence. Dennis was to have another meeting with George Leary and Aaron Stubbs at Blue Earth County at the beginning of February but the meeting did not happen as George and Aaron were working on rewriting Chapter 20 of the County Ordinances.

2018 BUDGET

Jamie presented the updated 2018 Budget.

GENERAL	\$100,000
ROAD & BRIDGE	\$150,000
FIRE: GENERAL	\$34,250
FIRE: RELIEF ASSOCIATION	\$22,000
DIKE	\$45,000
CAPITAL RESERVE	\$35,000
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TOTAL	\$386,250

Roger made a motion to present the above budget to the township at the Annual Meeting. Tony seconded the motion. All voted in favor and the motion carried.

FIRE UPDATE

Dan Cline, Leonard Woelfel, and Kyle Hulke were present to discuss the department activities for the previous month. There were two fire calls that Jamie has invoiced; one for a small electrical fire outside a home and the second was a fully engulfed vehicle in a garage. A discussion was also had as the Board had decided to charge for the Blaschko false alarm but they did not decide on the amount to be billed. Bryan made a motion to issue a warning letter for a 15 day response to fix the issue and for second and subsequent call to be billed at \$200 per call. Chad seconded the motion. All voted in favor and the motion carried.

The men also presented an updated 2018 Fire Department Budget. They are requesting a 5% increase from 2017 plus \$4,000 for MATIT Premiums and \$4,000 for the Relief Association Audit. The general Fire Budget would increase from \$29,000 in 2017 to \$34,250 in 2018. The Relief Association is not requesting an increase from 2017 to 2018, staying at \$22,000. Roger made a motion to send the updated Fire Budgets to the Annual Meeting. Chad seconded the motion. All voted in favor and the motion carried.

In other department news, eight firefighters attended the State Fire School as the department was awarded extra training money for 2017-2018.

MANAGER OF PUBLIC WORKS/WATER SUPERINTENDENT UPDATE

Justin talked to Jason Bruns concerning the drainage on Acorn Court/Birch Avenue. There was discussion concerning the portion of Lyd Boulevard that is not currently adopted by the township as there is drainage issues there also. In order for the road to be adopted as a township road, it would need to be brought up to current standards.

Justin has been in contact with Benco concerning the warning sirens. Both of the sirens need new poles and Benco would like a meter box to be added. Justin will continue to work with Benco regarding the situation.

WW Blacktopping is currently waiting for road restrictions to be lifted in mid-April but plans on having the LeHillier projects completed this spring. Badger Lane is on hold until a better drainage plan is developed as the tile will send the water down onto Heritage Place and Grant Drive, where there is already drainage issues. Jamie has also not received an updated contract with the shouldering included.

Justin received quotes for rebuilding the dry well at the sewer lift station:

BEEMER	\$18,457, includes all new piping and fittings and pumper vac truck
QUALITY FLOW SYSTEMS, INC.	\$9,983, valve replacement only
ELECTRIC PUMP	\$17,212.08, includes all new piping and fittings, no pumper vac truck

Justin will contact each vendor for quotes with the same things and find out if it is necessary to replace all of the piping.

Beginning in April, hydrants will be flushed on the second Thursday of every month. Dan or Rob will do a drive around with Justin and allow him to use an extra old hose to control water.

Jamie received a letter from Cinda Weimert, 20218 Gooseberry Lane, concerning her road. Justin has met with her and is going to contact SMC about having them place additional gravel on the road to bring it up to current standards.

Jamie received a letter from Mark Winson who will be replacing Mary Fralish as the Director of Public Utilities and will be contacting customer communities to set up meetings during the transition.

CLERK/TREASURER UPDATE

Jamie informed the Board of the upcoming Benco Annual Meeting, Saturday, April 8, 2017, at the Verizon Wireless Center.

Jamie also notified the Board of the upcoming MAT courses. The Spring Short Course for our area is March 22, 2017, at the Verizon Wireless Center. Bryan, Tony, June, Justin, and Jamie will plan on attending. Roger will check his schedule and let Jamie know if he can attend. The Legal Short Course is April 20, 2017, in Ostego, and Jamie and June will be attending.

PUBLIC INPUT

Jim Murphy, 1724 Maplewood Drive, was present to request that the township put a dead end sign on Maplewood Drive as there are some semis that come down the road and have a difficult time backing out.

Tim Howland, 55601 198th Lane, was present to discuss the future plans for his road and if there were any plans to vacate it and what he would need to do if that were to happen. The Board currently has no intentions to vacate the road and will have Justin out with gravel and to work on it as it dries out.

Bob and Tammy Rifleman, 54558 Grouse Circle were present to discuss 211th Lane at Grouse Circle. The culverts on both sides of Grouse Circle are broken and overgrown. They also requested mowing to occur more than once. The Riflemans also asked about the process of having the road blacktopped. Jamie explained the petition process and they will be in contact with her.

Dale Van Thuyne, 521 Reno Street, was present to discuss the vacation of the portion of Clarion Street between Le Sueur Avenue and Birch Avenue (7th Street) behind his property. He will get a petition to Jamie by the next meeting.

Dennis Kleinow, 906 Birch Avenue, and Bruce Defries, 916 Birch Avenue, were present to discuss the drainage on Birch Avenue. Heavy rains have been backfilling their driveways and the water is not going into the culverts. The road is also sinking where the culvert was replaced/moved in 2012. Justin will look into the situation.

Larry Paulson, 811 LeHillier Street, inquired if the Dead End sign could be moved as it is at the end of the road. Justin will check on placement restrictions and move if possible.

Aaron Flatau, 1224 Birch Avenue, was present to request a conditional use permit to remove a mound of dirt from his property. He talked to George Leary and was told he needed Board approval first. Roger requested that the township be notified if there were additional conditions to be met per Blue Earth County. Jamie will contact George.

Roger attended the March 1, 2017, Ordinance hearing for Blue Earth County and relayed that there are a lot of upcoming changes to chapter 20 of the ordinance. Another meeting will be held in the beginning of April.

Tony motioned to pay bills as presented. Bryan seconded the motion. All voted in favor and motion carried.

The meeting was adjourned by motion from Chad and second by Bryan at 9:15 pm.

Respectfully Submitted by:



Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
March 21, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:01 pm on March 21, 2017. Board members that were present were Roger Veldhuisen, June Lonquist, Chad Ruch, Bryan Wendland, and Tony Albang. Also present were Jamie Malvin, Clerk/Treasurer, and Justin Samuelson, Public Works Manager.

NEW BUSINESS

2016 AUDIT PRESENTATION

Kyle Meyers of Abdo, Eick & Meyers was present to present the 2016 Township Audit. He discussed the audit findings and recommendations.

NEW WELL PRESENTATION

Lyle Femrite of Bolton & Menk was present to present the Preliminary Engineering Report for a secondary water source for the township. (See manual on file in the Clerk's Office for specifics in regards to options.) After a lengthy discussion between the Board, local businesses, and residents, Chad made a motion to approve the Preliminary Engineering Report. Tony seconded the motion. All voted in favor and the motion carried.

Bryan made a motion to authorize plans and specifications for Project A, a second well to be installed next to our current well. Tony seconded the motion. More discussion occurred. June closed discussion and called for a vote. All voted in favor and the motion carried. Bolton & Menk will have the plans and specifications ready for the April 18, 2017, meeting.

GRANT DRIVE DRAINAGE

Mark Hensel, 1920 Grant Drive, was present to discuss the drainage and repair work to be performed from the September 2016 storms. Lyle explained that there is not a catch basin being installed, only aprons to help move the water in the correct area.

ROAD VACATIONS

Public hearings for the vacation of 208th Lane west of Blaschko's Building Center and Clarion Street between LeSueur Avenue and Birch Avenue (7th Street) are set for April 18, 2017, at 6:30 pm.

55895 HEMLOCK ROAD

Gustav Sandborg was present to discuss the possibility of having the zoning changed for the property for sale at 55895 Hemlock Road as he is looking to purchase the land to run his business, At the Ready Armory. He conducts permit to carry classes and sells firearm parts and custom accessories/clothing. He is working with the various necessary agencies and wants to know how he would go about petitioning for rezoning. Jamie advised that he would need to have letters from both the township and the City of Mankato. From there, he would need to work with George Leary and take it to various Blue Earth County Boards. Chad made a motion to allow Gustav to proceed with the re-zoning process. Tony seconded the motion. All voted in favor and the motion carried.

OLD BUSINESS

VACANT LOT AT OLIVE AND N. STURGIS

To sell the lot, the township would need to decide if they want to have the land appraised or if they want to go off the tax value that Blue Earth County has set and then advertise for sealed bids. After discussion, the Board decided that they would wait on advertising until there was confirmation of the potential buyer and would use the county valuation.

DK AUTO

Dennis Kleinow was present to ask the Board for permission to proceed with the re-zoning process of two of his parcels near the salvage yard. Roger, Bryan, and Chad felt that as long as he was continuing to work on complying with Blue Earth County's stipulations to bring the area back into compliance that there would be no issues with continuing with the re-zoning process. Chad made a motion to allow Dennis to continue the re-zoning process. Bryan seconded the motion. All voted in favor and the motion carried.

2018 BUDGET

Jamie gave the Board copies of the updated 2018 Budget for review as to where cuts are possible. The discussion is tabled until the next meeting.

MANAGER OF PUBLIC WORKS/WATER SUPERINTENDENT UPDATE

Justin presented quotes to clean and televise the sanitary sewer lines:

- Hydro-Klean: \$15,131.61 to clean and televise the lines and inspect manholes
- Empire Pipe Services: \$14,872.95 to clean and televise lines

After some discussion, Tony made a motion to contract with Hydro-Klean to clean and televise the lines. Bryan seconded the motion. All voted in favor and the motion carried.

Justin received an updated quote for rebuilding the dry well at the sewer lift station from Quality Flow Systems:

BEEMER	\$18,457, includes all new piping and fittings and pumper vac truck
QUALITY FLOW SYSTEMS, INC.	\$11,783, including all new piping and fittings and pumper vac truck
ELECTRIC PUMP	\$17,212.08, includes all new piping and fittings, no pumper vac truck

Bryan made a motion to contract with Quality Flow Systems to replace all of the pipings and fittings. Tony seconded the motion. All voted in favor and the motion carried.

CLERK/TREASURER UPDATE

Jamie notified the Board of a letter received by Blue Earth County in regards to a multi-year, multi-county tax court petition where CenterPoint Energy appealed the valuation of its property. A settlement agreement was reached earlier in the year with CenterPoint Energy receiving a refund of tax dollars that they overpaid. The portion of the amount will be withheld from the May 2017 property tax settlement. There is a Minnesota State law that appears to allow townships to include an additional amount in their levy to account for the reduced tax capacity due to the settlement. Roger made a motion to add the

amount to the levy. Tony seconded the motion. Roger, Tony, Bryan, and June voted in favor, Chad voted against, the motion carried. Jamie will contact Chris to figure out the process.

Jamie brought to the Board's attention damage done to the walls after residents had used the Town Hall the previous weekend. Justin will get prices for security cameras for the next meeting.

PUBLIC INPUT

Representatives from Big Gain were present to discuss options for decreasing their sewer costs as most of their water usage goes into their products or is evaporated as steam. They had been discussing adding a second meter to the boiler to measure the amount of water used there as their boiler is said to only allow 10% of the water to be drained off. Justin will look into if a sewer meter is feasible and Big Gain will let us know their pipe sizes.

The meeting was adjourned by motion from Chad and second by Roger at 10:05 pm.

Respectfully Submitted by:

A handwritten signature in dark ink, reading "Jamie Malvin". The signature is written in a cursive, flowing style. The first name "Jamie" is written with a large, looped capital "J". The last name "Malvin" is written in a similar cursive style. The signature is positioned above a horizontal line.

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
April 4, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:05 pm on April 4, 2017. Board members that were present were Roger Veldhuisen, June Lonnquist, Chad Ruch, Bryan Wendland, and Tony Albang. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent, and Rob Stone, Fire Chief.

Minutes from the March meetings were read. Roger requested that the motion and second for the 2018 Budget recommendation be included on page two of the March 7, 2017, minutes. He also requested that the second and vote for the false alarm charge be added to the Fire Update section on the same page. Tony made a motion to approve the minutes as amended. Bryan seconded the motion. All voted in favor and the motion carried.

After a discussion with Christopher Johnson, Jamie presented the following amendment to the January 3, 2017, meeting minutes:

RESULTS OF CLERK PERFORMANCE REVIEW

Chad made a motion to set the Clerk wages at \$22/hour to comply with MN Statutes 471.991-471.999 and MN Rules Chapter 3920. Bryan seconded the motion. Roger, Chad, Bryan, and Tony voted in favor. June abstained from the discussion and voting due to a conflict of interest. The Board also decided that the position will be a full time position at 32 hours/a week and eligible for health insurance.

Bryan made a motion to approve amending the January 3, 2017, minutes as presented. Tony seconded the motion. All voted in favor and the motion carried.

The Treasurer's report was read for information and approval. The Chairman accepted the treasurer's report as read.

NEW BUSINESS

YAEGER BRIDGE

Roger updated the Board on the status of the bridge and what currently needs to be done as it will eventually need to be removed or will fall into the Le Sueur River. It is a historic bridge as it is the only one left of its size and type the United States and Canada. The township is not financially responsible until it falls into the river. When it falls, the township would be splitting the cost with Mankato Township. Currently the DNR, State of Minnesota, Blue Earth County, and townships are looking into removal options.

OLD BUSINESS

DK AUTO

Jamie presented the Board with a copy of the letter from Blue Earth County to Dennis Kleinow summarizing the meeting between himself, South Bend Township and Blue Earth County Zoning. The letter outlines the progress that needs to be made to work towards bringing his property into compliance.

2018 BUDGET

The discussion is tabled until later this summer. Jamie will continue to keep the Board updated monthly on the fund balances.

FIRE CHIEF UPDATE

There were two fire calls in the previous month, both car accidents, one during the ice storm and one car ran into a building.

The department had two trucks and two instructors at Fire School in March.

One new application has been submitted and reviewed by the officers.

All of the trucks have had their DOT inspections and eight new rear tires were put on 5415.

MANAGER OF PUBLIC WORKS/WATER SUPERINTENDENT UPDATE

Hydro-Klean will be coming to clean and televise the lines the week of May 15th. WW Blacktopping will wait until after this to begin the overlaying of the roads. Roger would like Justin to contact WW Blacktopping to have them add North Hawley to the LeHillier project.

Justin has been hauling lots of rock and fixing bad spots in the roads. The railroad is still working on the tracks and are causing more damage to Fernwood. They stated that they will fix the road when they are finished.

Justin is looking into getting a laser to clean the ditches and has found one that includes the slopes for approximately \$1,700. Chad requested him to get a few more quotes for the next meeting.

The salt spreader was removed from the truck. There is not a hoist and the bed frame is gone with the box being in really bad shape. Justin is contacting Crysteel about options in regards to replacing with a dump box or a flatbed.

John and Justin presented research on unbilled water usage. The usage is going to/coming from a larger pipe size but they cannot pinpoint where. It is happening on Saturdays and Sundays and bypassing meters. Since 2011, there have been approximately 2,524,000 gallons not charged for with an estimated cost of \$22,716. John recommends having the attorney draft a letter allowing the township to inspect the lines at the businesses. Bryan made a motion to have June contact Chris to begin the process. Tony seconded the motion. All voted in favor and the motion carried.

John also made the recommendation that the pump house repairs should be done when the new well is installed as it is covered by the EPA grant. Justin will contact Bolton & Menk to have them add the cost options to the current estimated cost.

CLERK/TREASURER UPDATE

Jamie requested changing the host of the township website as it will save money, be more user friendly, and operator friendly. Chad made a motion to switch hosts. Roger seconded the motion. All voted in favor and the motion carried.

June has been contacted by a resident who wants to assist with a newsletter for the township as the first one was received well. They have also suggested having a survey of which residents would prefer to

receive the newsletter electronically, via the mail, or not at all. The person would be volunteering their time. Bryan and Tony think a newsletter will help keep the residents informed of what the Board is doing. Chad and Roger are concerned about the cost of mailings as the budget is already tight. Tony made a motion to set up another newsletter. Bryan seconded the motion. All voted in favor and the motion carried.

PUBLIC INPUT

Jeff Scholten was present to request the status of the Badger Lane Blacktopping. The Board explained that we are waiting for an updated contract with the edging from WW. Justin will contact them to get an updated contract to sign.

Roger motioned to pay bills as presented. Tony seconded the motion. All voted in favor and motion carried.

The meeting was adjourned by motion from Bryan and second by Roger at 8:21 pm.

Respectfully Submitted by:



Jamie Malvin, Clerk/Treasurer

**South Bend Township
Public Hearing
April 18, 2017**

The public hearing of the South Bend Township Board of Supervisors was called to order at 6:35 pm. Board members that were present were June Lonnquist, Roger Veldhuisen, Chad Ruch, Anthony Albang, and Bryan Wendland. Also present was Jamie Malvin, Clerk/Treasurer.

No one other than the petitioner was present for the road vacation of 208th Lane west of Blaschko's Building Center.

No one other than the petitioner was present for the road vacation of Clarion Street between LeSueur Avenue and 7th Street (Birch Avenue).

June closed the meeting at 6:48 pm.

Respectfully Submitted by:

A handwritten signature in dark ink, appearing to read "Jamie Malvin", is written over a horizontal line.

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
April 18, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on April 18, 2017. Board members that were present were Roger Veldhuisen, June Lonnquist, Chad Ruch, Bryan Wendland, and Tony Albang. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, and Rob Stone, Fire Chief.

Minutes from the April 4, 2017, regular meeting were read for approval. Roger requested to add that the DNR and State of Minnesota are also looking into removal options for the Yaeger Bridge. Roger also requested that the “new tires on 5415” be clarified to say “eight new rear tires on 5415.” Roger made a motion to approve the minutes as amended. Tony seconded the motion. All voted in favor and the motion carried.

The Treasurer’s report was read for information and approval. The Chairman accepted the treasurer’s report as read.

NEW BUSINESS

ALLEY VACATION BETWEEN MN LOTS AND LANDWER PROPERTY ON N. FINCH STREET

Jamie notified the Board that Doug Landwer had stopped in her office to ask about the vacation process for the alley between his property and the property owned by the State of Minnesota. He stated that he wanted to extend his driveway to the back edge of his garage. He was not present to explain clearer. Jamie will follow up with Doug and let him know that the Board is requesting his presence at a future meeting to clarify his plans.

BIG GAIN SEWAGE METER

Mark Depuydt from Big Gain was present to request Board approval to install a wastewater pump. They would purchase it from the township and install a small lift station outside their building and it would pump when it was full. The Board will review the Ordinances as they may need to be updated. If changes are needed, a hearing will be held at the first meeting in June.

LEON’S BACKHOE

Leon Depuydt of Leon’s Backhoe was present to give the Board a quote for replacing the broken culvert on Badger Lane. He explained the quote of \$2,006.39 and stated that if Justin assisted, the cost would be lower as he would not have to hire someone to assist. The Board will review and get back to him.

PINTAIL/GRANT DRAINAGE

Bob Lorentz stopped in the office and asked about culvert size on Grant Drive. He had a conversation with George Leary and was told that culverts on Grant Drive needed to be a 21” and smooth inside. June also received a call from George concerning the drainage. He will email a copy of the subdivision plans to June. Bob will work on Pintail instead of Grant in the next week until the township can clarify what is needed.

OLD BUSINESS

ROAD VACATIONS

Roger made a motion to vacate Clarion Street between LeSueur Avenue and 7th Street (Birch Avenue). Tony seconded the motion. All voted in favor and the motion carried.

Chad made a motion to vacate 208th Lane west of Blaschko's Building Center. Tony seconded the motion. All voted in favor and the motion carried.

Jamie will send the petitioners final copies of the signed vacations.

2ND WELL

Lyle Femrite of Bolton & Menk was present to present the Board with plans and specifications for the second well. Along with the base bid of \$517,000, he also presented two alternate bids. Alternate bid number one, which included interior HVAC and painting and insulating the interior of the building, was \$25,000. Alternate bid number two, which included exterior doors and painting of the exterior of the building, was \$15,000.

Lyle explained that the Board could authorize letting bids with the base and two alternates broken down and could award the contract based on the resulting bids. He also had a conference call with Stefanie Crossland of the EPA and was told that there is the possibility of pushing out the contract award until July and the end date of the project could be extended because the process has already started and is continuing.

Both Bolton & Menk and Jamie have also received a letter from the MNDNR giving preliminary approval to construct the well.

Tony made a motion to accept the specifications and let bids for the base bid and alternate bids one and two. Bryan seconded the motion. All voted in favor and the motion carried.

RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a resolution adopted by the South Bend Township Board on March 21, 2017, a Bolton & Menk, Inc. has prepared plans and specifications for the construction of a back-up water well (Well No. 2) and related improvements, and

WHEREAS, such plans and specifications have been presented to the Township Board for approval.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS,
SOUTH BEND TOWNSHIP, BLUE EARTH COUNTY, MINNESOTA:**

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The Township Clerk shall prepare and cause to be inserted in the official paper and on Quest Construction Data Network an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for at least three weeks, shall specify the work to be done, shall state that bids will be received by the clerk until 11:00 a.m. on May 22, 2017, at which time they will be publicly opened in the Mankato office of Bolton & Menk, Inc., by the Township Clerk and

the engineer, will then be tabulated, and will be considered by the South Bend Township Board at a date to be determined. Any bidder whose responsibility is questioned during consideration of the bid will be notified of the meeting date and given an opportunity to address the Township Board on the issue of responsibility. No bids will be considered unless sealed and filed with the Township Clerk and accompanied by a cash deposit, cashier's check, bid bond or certified check payable to South Bend Township for 5 percent of the amount of such bid.

Roger made a motion to secure and dedicate funds for the project. Bryan seconded the motion. All voted in favor and the motion carried.

RESOLUTION DEDICATING FUNDING FOR THE CONSTRUCTION OF A BACK-UP WATER WELL (WELL NO. 2) AND RELATED IMPROVEMENTS

WHEREAS South Bend Township has received a grant from the Environmental Protection Agency (EPA) for the construction of a back-up water well (Well No. 2) and related improvements, and

WHEREAS, the total estimated project costs for the construction of a back-up water well (Well No. 2) and related improvements is \$557,000, and

WHEREAS, the EPA grant is expected to cover 55% of the total project cost of the project and the Township will be responsible for the remaining 45% share of the total project cost.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS, SOUTH BEND TOWNSHIP, BLUE EARTH COUNTY, MINNESOTA:

1. Provided that the grant in the amount of 55% of the total project cost, estimated to be \$284,400, is received from the EPA, South Bend Township hereby commits that the matching 45% of the total project cost, estimated to be \$250,600 will be paid by the Township. The actual amount of the EPA grant and the Township matching share will be based on the final project costs.
2. The Township matching share of the project costs will come from a combination of utility fund reserves and/or bonds or loans supported by water utility rates.

MS4 UPDATE

Jamie received an email from Rick Baird. He was advised that all of the new MS4 permittees would be going out for public comment in the next thirty days. He has converted all of Mankato's MS4 ordinances into editable Word documents and will get them sent out next week so that everyone can begin working on them.

FIRE DEPARTMENT

Jamie presented her findings from auditing the Fire Fund. Discrepancies were found beginning in 2013 and the following is what needs to be transferred between funds.

\$13,237.32 From General to Fire

\$204.71 From R&B to Fire

\$762.50 From Fire to General

\$762.50 From Fire to R&B

\$762.50 From Fire to Dike

\$11,154.53 Total Owed to Fire Fund

After transfers are made, the 2016 ending balance of the Fire Fund would be \$41,135.90 instead of \$29,978.

Bob Lorentz has questions concerning the money for the Relief Association audits. He will bring his documents to the next meeting. Further discussion has been tabled until the next meeting.

FIRE CHIEF UPDATE

The Fire Department has responded to four calls: 2 car accidents, 1 lift assist, and one smoke call from Hillcrest.

The annual pump inspection was performed on 5420 and it passed. It does need a new valve, it will be replaced April 19, 2017.

Rob also has two quotes to move the equipment lockers into the empty bay area. He remembers that the township had said that they would share the cost of new lockers and moving them in 2012, when they gave up part of their office. He has not been able to find the agreement in any of the minutes. Bryan stated that the township will honor sharing the cost.

MANAGER OF PUBLIC WORKS/WATER SUPERINTENDENT UPDATE

Justin will double check with WW to get an updated quote on Badger Lane. He also met with them concerning the tiling and they came up with a better location to have the water flow to.

Roger has requested to have Fire Hall Street added to the LeHillier Blacktopping project.

CLERK/TREASURER UPDATE

Jamie received a letter from Mark Winson, Mary Fralish's replacement, with the City of Mankato stating that the Spring Semi-Annual Customer Community meeting will be on April 19, 2017, in the Mankato City Council Chambers. Roger and June will go.

Jamie also updated the Board on the steps still needing to be completed in regards to the blacktopping projects. All of the necessary hearings have been completed up to the current stage of the projects. Once projects are completed, the assessment hearings can begin. Jamie does have preliminary cost estimates on file.

Chad motioned to pay bills as presented. Roger seconded the motion. All voted in favor and motion carried.

The meeting was adjourned by motion from Roger and second by Tony at 9:26 pm.

Respectfully Submitted by:

A handwritten signature in dark ink, reading "Jamie Malvin". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
May 2, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on May 2, 2017. Board members that were present were Roger Veldhuisen, June Lonnquist, Chad Ruch, Bryan Wendland, and Tony Albang. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent, and Rob Stone, Fire Chief.

Minutes from the April 18, 2017, public hearing and regular meeting were read for information and approval. Roger made a motion to approve the minutes as presented. Bryan seconded the motion. All voted in favor and the motion carried.

The Treasurer's report was read for information and approval. The Chairman accepted the treasurer's report as read.

MANAGER OF PUBLIC WORKS

Justin has received a gravel bid from R&E Enterprises for the hauling and spreading of gravel on township roads. The price was \$12.90/ton of class 5 modified limestone. Roger made a motion to use R&E for gravel. Tony seconded the motion. All voted in favor and the motion carried.

Justin is still waiting for an updated quote on Badger Lane from WW Blacktopping.

Justin is wondering about an equipment replacement schedule as the tractor is nearing the end of its usable life. He would be looking to replace the tractor, dump, and mower for the dike/in town. Bryan and Chad advised him to get three quotes for new equipment and three quotes for used, approximately four to five years old.

The computer and printer in the Public Works and Fire office is at the end of their life. Bryan wants to move the computer and printer from the Clerk's office to the other office and have the Clerk look into computer/printer replacements as that computer is over five years old also.

Justin received a call from Ryan with the State of Minnesota in regards to the repair work being done on Fernwood Lane. The area is an ancient Indian Burial Ground and we cannot dig out ditches until their study is completed, which could take two years. He did suggest that it could be sooner if we were able to GPS the exact locations. Rob and Justin will work together to get the sites mapped out.

WATER SUPERINTENDENT UPDATE

During the flushing of the hydrants, John and Justin found that four hydrants need some work done and they should be able to do it themselves. Three of the hydrants do not drain back at all and some of the hydrants need to be raised. One hydrant is currently being blocked by a trailer, Rob will talk to the homeowner.

John is going to contact Minnesota Rural Water to have them come in to trace the water lines as they do this at no cost to the township. He also suggested that they could help with having part of the tractor and possibly a new truck covered under the EPA grant as they are used by the water system.

Tony asked if Justin could do some patches on South Hawley as it is getting really bad.

Roger had residents contact him about Spartan and Bluff Streets needing gravel and grading. Justin was out on them the previous week but will get more gravel and blade them again.

CLERK/TREASURER UPDATE

Jamie received a flyer from Couri & Ruppe Law Office stating that they are presenting a Township Legal Seminar. The seminar and lunch are free and there are four locations. Board members will let Jamie know if they are interested.

Jamie received an email from Aaron Stubbs inviting the Board Supervisors to the Regional Land Use Plan update meeting on May 11, 2017, from 6:30 p.m. to 8:30 p.m. at the Eagle Lake City Hall. The purpose of the meeting is to discuss the current Land Use Plan for the county and to offer the townships an opportunity to provide their input on any challenges, opportunities, or other important information that needs to be considered in the Land Use Plan.

Jamie received an email from Rick Baird with the City of Mankato in regards to the township's MS4 application. The 30 day public notice comment period will be from May 2, 2017, to June 1, 2017.

Bryan would like George Leary to have the county step in and have the Hansen property on 33 cleaned up.

NEW BUSINESS

SAMUELSON VARIANCE APPLICATION

Jamie received an email from George Leary, Blue Earth County Zoning Administrator, concerning the Samuelson property at 55838 Hemlock Road. When the new road was put in, it split the property into two sections. The Samuelsons would like to have the property split into two parcels as this should have been done when the road was put in. Bryan made a motion to allow the property to be split. Roger seconded the motion. All voted in favor and the motion carried. Jamie will follow up with George concerning the Board's decision.

AUTHORIZED PURCHASERS/FEE SCHEDULE UPDATE

The township received invoices from Alex Air that were not purchased by the Fire Department. Roger had heard Andrew Lorentz place the order and tell Alex Air that they should bill Andrew Lorentz not the township. Rob has talked to Alex Air and they are re-invoicing all of the related invoices to Lorentz Construction and the township will have a credit for the ones that they already paid.

Jamie has requested to update the authorized purchasers list. The authorized purchasers from the Fire Department should remain the Chief, Assistant Chief, and Cory Kanstrup as he is in charge of maintenance. Purchasers for the Township should be Justin, Roger, and Jamie. Jamie will contact vendors as needed to get the purchasers updated.

The Board does not want to have a workshop to work on updating the fee schedule. It will be done at the end of an upcoming meeting.

OLD BUSINESS

ALLEY VACATION BETWEEN MN LOTS AND LANDWER PROPERTY ON N. FINCH STREET

Doug Landwer, 106 N. Finch Street, was present to discuss the vacation of the alley between his house and the lots owned by the State of Minnesota. He would like to add a third stall to his garage as he has been having problems with kids and teenagers throwing rocks at his vehicles. He is also looking to extend his driveway and possible use concrete instead of tar. Bryan advised Doug to talk to the State of Minnesota before proceeding with the vacation request as they would technically get half of the width of the alley and he would lose part of his driveway. He was also advised that concrete might not be allowed as it is considered permanent and tar is considered moveable. Doug will contact Jamie after talking with the state.

BIG GAIN SEWAGE METER

Jamie has reviewed the ordinances and there is no need to amend them as they allow for the township to require wastewater meters. Justin will contact Big Gain and let them know that they are ok to add a wastewater meter as discussed at the April 18, 2017, meeting.

PINTAIL/GRANT/HERITAGE PLACE DRAINAGE

George Leary sent over the drainage recommendations for the Ridgewood Estates Subdivision. Per these documents, the culvert size, based on a smooth interior, at the corner of Pintail and Grant should be 21". The culvert size where there is storm damage should be 15". Based on these sizes, the ditches would need to be dug out deeper than planned. June will contact Lyle in regards to how we go about amending our FEMA documents and to set up a meeting with himself, Justin, Roger, Chad, George Leary, and the owner of the subdivision, Max Embacher, as soon as possible so that we can proceed with the repairs.

FIRE DEPARTMENT

Bob Lorentz was present to discuss the amount of money that should have been in the Relief Association Audit Fund. He states that there should be approximately \$5000 still in the fund. It was explained that the price typically was a line item in the General Fund and the unused money would go towards other purchases. At the 2014 Annual Meeting, the money for the audit was in a line of its own but there was not clarification as to what happened if the cost of the audit exceeded the \$4000. With the 2016 Budget, Jamie placed the money as a line item in the general Fire Fund as she was advised by Steve Flo.

Roger made a motion to make the changes Jamie presented at the April 18, 2017, meeting in regards to inter-fund transfers, which would increase the Fire Department 2016 ending balance by \$11,154.53. Bryan seconded the motion. All voted in favor and the motion carried.

FIRE CHIEF UPDATE

There was one fire call but they were cancelled before they could get a truck out.

Kyle presented two quotes that he received for new lockers to be installed in the unused truck bay.

VENDOR	COST
Alex Air—Wall Mount	\$8,170
Alex Air—Free Standing	\$9,650
Emergency Response Systems—Wall Mount	\$8,051

Chad asked about the structural support available in the bay and if the walls would be able to safely hold the wall mounted lockers and if there was a quality difference between the two vendors. Rob explained that there is enough structural support to hold them and they are the same quality.

It was brought up at the previous meeting that the township would share in the costs. When the office was split, the township was going to pay for the full cost of the lockers but the lockers were never purchased. Roger and Bryan suggested that the township split the cost of the new lockers. Kyle, Rob, and Bob agreed that that would be fair. There was further discussion about the vendors and free standing versus wall mounted. Bryan made a motion to have the township pay for half of the cost of the free standing lockers and two benches, an addition \$400 for the pair, from Alex Air. Tony seconded the motion. All voted in favor with Roger and Chad abstaining due to a conflict of interest.

Bryan motioned to pay bills as presented. Tony seconded the motion. All voted in favor and motion carried.

The meeting was adjourned by motion from Roger and second by Bryan at 9:10 pm.

Respectfully Submitted by:

A handwritten signature in dark ink, reading "Jamie Malvin". The signature is written in a cursive style with a large initial "J" and a stylized "M".

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
June 6, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:01 pm on June 6, 2017. Board members that were present were Roger Veldhuisen, June Lonnquist, Bryan Wendland, and Tony Albang. Chad Ruch was absent. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent, and Rob Stone, Fire Chief.

Minutes from the May 2, 2017, regular meeting were read for information and approval. Roger requested to have the "Authorized Purchasers/Fee Schedule Update" section updated to read that Andrew Lorentz be billed instead of Lorentz Construction. Roger made a motion to approve the minutes as amended. Tony seconded the motion. All voted in favor and the motion carried.

The Treasurer's report was read for information and approval. The Chairman accepted the treasurer's report as read.

MANAGER OF PUBLIC WORKS & WATER SUPERINTENDENT UPDATES

Justin received a contract from Roadside Vegetation in regards to the mowing and spraying of the Dike and areas within the township. Roger made a motion to hire them to do the work that they have done in the past. Tony seconded the motion. All voted in favor and the motion carried. Justin will return the contract.

We have a verbal ok to proceed with the work on Fernwood Lane from the State of Minnesota but are waiting on the official paperwork before work begins.

Justin met with WW Blacktopping and they stated that the cutouts would not be long enough for a car to go in and out of and suggested grouping mailboxes together and making longer cut outs. Bryan will go out with Justin to help with marking out the bump outs and see which mailboxes should be moved and to where. Roger would like to know how far past North Pond Street is being blacktopped as there are a couple big dips and additional fixes would be needed.

Jeff Scholten, 1950 Badger Lane, was present to get more information concerning the blacktopping of Badger Lane. The culvert is going to be fixed and then blacktopping can begin. It was clarified that the township would be paying for the tiling and additional gravel for the road. We are still waiting on a response from WW Blacktopping concerning the additional cost of turf restoration.

Justin presented quotes for a new tractor. The discussion will be tabled until the next meeting so that Board Members can go look at the tractors and review the information.

Hydro-Klean found that there are no I&I issues as previously thought. Part of the additional inflow to the storm sewer is thought to be from sump pumps. Roger does not believe that it is all from sump pumps. The lines should be cleaned and televised every four to seven years. There are four manholes that need to be uncovered and seven that need new rings and grout. Justin will get a second quote to fix them.

The dry well was redone and the meter was replaced. The meter was off by approximately 40 gallons/minute and water was not getting out due to bad check points and therefore being metered twice. John also stated that the meter should be calibrated annually.

Minnesota Rural Water came out to help fix hydrants and will be coming back next week to help again as many of the hydrants need work. Roger stated that he was able to open all but one all the way last fall when the Fire Department was in charge of the maintenance. June stated that if the Fire Department has any future issues with the hydrants to let Justin know as he is in charge of the maintenance of them. Roger made a motion and June seconded it that the Fire Department was no longer in charge of maintenance of the fire hydrants. All voted in favor and the motion carried.

Big Gain is working with Justin to install the flow meter for their discharge.

The generator at the LOM pumps needed to be repaired.

FIRE CHIEF UPDATE

The fire department responded to seven fire calls:

- Storm standby
- Copper wire burning at trailer park
- Motorcycle accident
- Waste Management truck fire
- Rescued a kid from the falls
- Car on a woman
- Medical Assist

They also filled three pools, charging \$50 plus water, except for one that purchased water from Mankato.

CLERK/TREASURER UPDATE

Jamie presented a letter received from Mark Winson with the City of Mankato concerning an upgrade to the water system in order to obtain additional data regarding I&I. The project was incorrectly billed rather than using the Waste Water Capital Improvement Fund that all communities pay into. We will be receiving a refund for the amount paid for the project.

The Blue Earth County Association of Township Officers quarterly meeting will be held June 22, 2017.

Jamie presented a draft of the newsletter. Supervisors should contact Jamie with any additions or changes this week as she plans to send them out Monday.

The Summer Short Course is June 22, 2017. Tony, Bryan, and Jamie will attend.

PUBLIC INPUT

River Bend Estates has been listed for sale again at \$1.3 million.

There was an article in the Mankato Free Press discussing the Lime Township Annexation being delayed by the City of Mankato due to the possible associated costs and other factors.

Bob Lorentz was present to ask the Board to make a motion to pay the fee for the Relief Association Organization Exempt form. Bryan made a motion to pay the bill. Roger seconded the motion. All voted in favor and the motion carried.

OLD BUSINESS

PINTAIL/GRANT/HERITAGE PLACE DRAINAGE

Justin received an estimate from Lorentz Construction to fix the culverts and clean out ditches on Grant Drive per the Bolton & Menk drainage plan for the subdivision. Roger made a motion to go with Lorentz Construction contingent on Mark Hensel paying for the extras in relation to his property. Tony seconded the motion. All voted in favor and the motion carried.

2ND WELL BIDS, FINANCING OPTIONS

Jamie presented the bids that were opened May 22, 2017, by Bolton & Menk. The Board discussed the options. Tony made a motion to accept the Base Bid plus Add Items 1 and 2 and to award the contract to the lowest bidder of Municipal Builders, Inc., of Andover, MN. Roger seconded the motion. All voted in favor and the motion carried. Jamie will contact Bolton & Menk in regards to the next steps to take.

Justin presented estimates for new fencing around the well and pump stations. Jamie will contact Bolton & Menk to see if the township would be able to add this to the well project. The quotes are as follows:

	Galvanized Fencing	Black Vinyl
Mankato Landshapes	\$15,075.00	
Sun Up Construction	\$12,282.68	
American Fence Company	\$11,018.00	\$11,583.00

Bryan made a motion to sign the contract with American Fence Company for the Black Vinyl Fencing and include with the well improvements, if possible. Tony seconded the motion. Bryan, June, and Tony all voted in favor. Roger abstained. Motion passed.

Bryan motioned to pay bills as presented. Tony seconded the motion. All voted in favor and motion carried.

The meeting was closed at 9:26 pm for Justin's six month performance review.

Respectfully Submitted by:

A handwritten signature in dark ink, reading "Jamie Malvin". The signature is written in a cursive style with a large initial "J" and a small dot over the "i".

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
June 20, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:01 pm on June 20, 2017. Board members that were present were Chad Ruch, June Lonquist, Bryan Wendland, and Tony Albang. Roger Veldhusien was absent. Also present were Jamie Malvin, Clerk/Treasurer, and Justin Samuelson, Public Works Manager.

NEW BUSINESS

Bruce and Becky DeFries, 916 Birch Avenue, were present to discuss the watershed issues with their road. They would like to blacktop their driveway up to the edge of Birch Avenue. The Board advised that they could do that but they would be responsible for fixing it with blacktop if the right-of-way needed to be worked on. Bryan would like to get Bolton & Menk involved to try to solve the situation and would like them to wait until after the next meeting. Mr. DeFries stated that due to his wife's daycare, they would not be able to wait as families are having difficulties getting in and out of the driveway after heavy rains.

MANAGER OF PUBLIC WORKS & WATER SUPERINTENDENT UPDATES

R&E has started graveling roads.

The Grant Drive drainage project is waiting on 24" culverts that have been ordered. Bob contacted Justin and stated that rip rap is needed for the project and was not on the original estimate. He has some dirty rip rap that he would sell for half price for the project. He estimates that it would be approximately \$1,400 new and will charge \$700 for the dirty rock. Chad made a motion to use the dirty rock. Tony seconded the motion. All voted in favor and the motion carried.

There is a house being built at 540 Heritage Place that has a 15" culvert installed but should be ok for the area that it is in. The lot is to have an 18" culvert per the drainage map from Bolton & Menk. Justin will talk to them and let them know about possible issues in the future.

There was some further discussion concerning the purchase of the new tractor. Chad would like Justin to get some quotes from Judson Implement and the discussion will continue at the next meeting.

Justin received a quote for the manhole fix from Beemer and presented it to the Board. The previous estimate from Hydro-Klean was \$11,088. Beemer estimated a total cost of \$4,891. Tony made a motion to use Beemer for the repair. Bryan seconded the motion. Tony, Bryan, and June voted in favor with Chad abstaining. The motion carried.

CLERK/TREASURER UPDATE

Jamie presented the response from Steffanie Crossland in regards to waiting to award the contract for the well project. The township was advised to wait for final NEPA Determination from the EPA before awarding the contract.

OLD BUSINESS

2016 BLACKTOPPING PROJECT

Bryan requests that a mailbox policy be put in place following the current Blue Earth County mailbox setbacks.

A house is being built on Badger Lane and Justin and Jamie will work together to send out a letter notifying residents of the possible damage to the road. Justin will talk to WW Blacktopping about waiting to do the wear coat until next spring.

CLERK PAY RAISE

Chad would like to rescind the approved motion from December 2016 as he does not feel that the two positions are comparable in regards to pay equity. He is not stating that a raise was not needed, just that the two positions should not be making the same amount of pay. The discussion was tabled until the Board can get legal advice.

Tony motioned to pay bills as presented. Chad seconded the motion. All voted in favor and motion carried.

The meeting was adjourned at 8:35 pm with a motion by Chad and a second from Tony.

Respectfully Submitted by:



Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
July 11, 2017**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on July 11, 2017. Board members that were present were Roger Veldhuisen, June Lonnquist, Chad Ruch, and Tony Albang. Bryan Wendland was absent. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent, and Rob Stone, Fire Chief.

Minutes from the June 2017 regular meetings were read for information and approval. Roger requested to have the June 20, 2017, minutes amended to add the house number of the house being built on Heritage Place with a 15" culvert installed in case there are future issues. Roger made a motion to approve the minutes as amended. Tony seconded the motion. All voted in favor and the motion carried.

The Treasurer's report was read for information and approval. The Chairman accepted the treasurer's report as read.

MANAGER OF PUBLIC WORKS UPDATE

The LeHillier blacktopping project has been completed, minus the shouldering. Justin has contacted WW Blacktopping and they are planning on finishing the shouldering as soon as they can.

The sewer meter has been ordered for Big Gain.

The broken culvert on Badger Lane has been replaced and WW Blacktopping has installed the tile. They are planning on having the first layer of blacktop completed this summer with the wear coat installed next spring per township request.

Justin presented quotes from Judson Implement for the replacement of the tractor and mower. If the township would buy both the tractor and mower from them, they would discount the mower by \$500. Tractor prices were similar to Mankato Implement but the mower decks were higher. After further discussion, the decision was tabled until the next meeting to get Bryan's input.

WATER SUPERINTENDENT UPDATE

John and Justin visited all of the businesses and did a visual inspection of the above ground piping and meters. A few of the meter readings were off and they will meet with Jamie to discuss them. They plan to have everything in order within the next month.

Hillcrest usage seems very low for the size of the building and the number of people and activities performed. They will meet with them again to look closer at the sewer connection to see if we would be able to connect a sewage meter to get a more accurate reading and to see if the well meter needs to be calibrated.

They have completed work on three of the hydrants. One of the hydrants needed to be raised and there are three more that need to be done. The cost to raise the hydrants is \$750 per hydrant but they can work out a schedule to fit it into future budgets. The other two hydrants were repaired, with six more needing repair. The cost is minimal and they will continue the repair process.

FIRE CHIEF UPDATE

The fire department responded to five fire calls:

- Gas line hit during ditch work on Grant Drive
- Big Gain dumpster fire
- Motorcycle/Semi accident
- Smoke issues at Hillcrest
- Mutual aid to Nicollet FD

They also filled seven pools.

CLERK/TREASURER UPDATE

The newsletter has been received well.

Jamie checked further into the mobile air conditioning unit that was to be purchased for the clerk's office but it is not possible as majority of them need to have a place to vent out the air. She purchased new fans for the two offices.

Jamie shared the email that she received from Bolton & Menk in regards to the 2nd well. They are currently waiting for the Environmental Information Document to be updated. After it is updated and signed, they will submit it to the EPA for review and final determination on the Environmental Review. When the final determination is received from Steffanie Crossland, we will be able to authorize the beginning of the construction.

NEW BUSINESS

Russ and Pat Johnson, 1634 Maplewood Drive, were present to discuss their property located on the future Henning Lane, parcel R50.08.22.182.012. The approximately seventeen acres are not currently platted and he would like them platted to make them more marketable as he has it listed for sale. Roger stated that the City of Mankato had previously said that they did not want it platted but he would personally have no issue with it. The process to plat the area was discussed as it is part of the Urban Fringe District. Roger made a motion to support the platting as long as the township was kept informed of the process. Tony seconded the motion. All voted in favor and the motion carried. Jamie will contact Blue Earth County and the City of Mankato with the Township's position and will send the Johnson's a copy of the letter.

OLD BUSINESS

PINTAIL/GRANT/HERITAGE PLACE DRAINAGE

Lorentz Construction has one more 24" culvert to install and then they will finish cleaning out the ditches of the lot at the corner of Pintail and Grant. The end of the road now has a deep ditch and the rip rap only covered up to the road grade on a portion of it. There has not been any seeding done to the road. June contacted Bob and he stated that the seeding was all moved to Pintail. Jamie will go through previous minutes to verify. Justin will look into safety signs for the end. Roger made a motion to hydro-seed the portion of the ditch at the end of the road between the rip rap and the field. Chad seconded the motion. All voted in favor and the motion carried.

YAEGER/KERNS BRIDGE

At the BEATCO quarterly meeting, June asked the representative from Blue Earth County if there was any additional funding options for removing the bridge. Blue Earth County is not interested in helping with the bridge project. Mankato Township is waiting on the project but if another entity took the initiative, they would help pay. Roger stated that at the meeting he went to a few months ago, both the State of Minnesota and the DNR were also looking into options and that Al Forsberg was in charge of the project. Jamie will get the contact information to June to follow up on.

BIRCH DRAINAGE

The drainage issues on Birch Avenue were discussed. Justin feels that we should get an engineer involved. June would like to revisit the situation this fall.

CLERK PAY

June and Bryan had a meeting with Chris Johnson regarding the motion to rescind and revisit the clerk pay from the June 20, 2017, meeting. Chris did not see a reason to rescind the motion as he feels the pay is not out of line. He gave the Board the following options:

- Do nothing
- Have further discussion
- Change hours
- Change parts of the job

Jamie presented information that she had received from Mapleton, Madison Lake, and the State of Minnesota in regards to job descriptions, pay, and point scales. The discussion was tabled to look closer at information presented

As the regular meeting is August 1, 2017, the Board decided to cancel the July 25, 2017, regular meeting as there is not a need to have meetings two weeks in a row.

Chad motioned to pay bills as presented. Roger seconded the motion. All voted in favor and motion carried.

The meeting was adjourned at 8:49 pm with a motion by Roger and second by Chad.

Respectfully Submitted by:



Jamie Malvin, Clerk/Treasurer