

**South Bend Township
Regular Meeting
January 9, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:01 pm on January 9, 2018. Board members that were present were Roger Veldhuisen, June Lonquist, Chad Ruch, and Tony Albang. Bryan Wendland arrived at 7:13 pm. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent.

Minutes from the December regular meeting were read for information and approval. Tony made a motion to approve the minutes as amended. Roger 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

Justin is in the process of getting estimates for the removal of trees and stumps on the dike (river side) and will have them at the next meeting.

Justin would like to have a second plow on days with heavier snow fall to get the roads cleared out faster. The Board has not received any complaints so do not feel a second person is necessary at this time.

Justin would like to get a grapple bucket for the tractor. It will save time, labor, and money as we will not have to outsource as many projects. He has found the cost to be roughly \$2,000. Bryan and Chad are ok with the purchase. Justin will have estimates in order for the next meeting.

WATER SUPERINTENDENT UPDATE

Justin fixed a meter at 212 S. Pond Street that had the bottom blow off. He will be getting his sewer license at the beginning of March.

Some of the shut-off valves need to be raised.

There is an issue with people refusing to fix leaks within their house. Justin has been notifying customers monthly of their leaks. John feels that the Board should take action as this is wasting water. He suggested that water be shut off after the third notice and/or amend the ordinances to include an additional fee. Minnesota Rural Water should be able to help with the updated wording for the ordinance.

CLERK/TREASURER UPDATE

Jamie is currently working on end-of-month, end-of year, and audit prep.

NEW BUSINESS

THRO PROPERTY

The Board revisited the piece of land offered to the township by Chris Thro. After further discussion, Tony made a motion to accept the land. Bryan seconded the motion. All voted in favor and the motion carried. June will contact Chris.

FD DL's

Jamie presented the copies of the Fire Department driver's licenses per the handbook. We are currently missing three members. Jamie will contact the sheriff's department to check that all are still current and valid.

OLD BUSINESS

FEE SCHEDULE UPDATE

Tabled until after the Mankato Partner Meeting.

Roger brought up adding the \$8/\$9 per month per connection for the second well cost. After discussion, the Board decided to wait until after the Mankato Partner Meeting and do all increases at once to cut down on additional public hearings.

KERN BRIDGE

June and Justin have been in contact with Mankato Township regarding the removal of the bridge. Mankato Township is putting up \$10,000 cash and up to another \$10,000 in site prep and labor. The minimum for the project to continue would be \$10,000 but it is unclear whether that is per township or total. Mankato Township has also applied for a grant to assist in the cost. Currently, St. Peter and the DNR are still interested in the bridge as it won't work at the location in Michigan. Bryan will talk to Dan Rotchadl with Mankato Township to clarify the cost and bring the information to the next meeting.

MISCELLANEOUS

Bryan, as a resident, voiced his concern about the properties at 601 and 603 McCauley. He wanted to know if there was any way to stop the purchaser from building. When the potential buyer approached the Board for the variance request, he was not telling the Board his exact plans, even when asked. Bryan feels that the Board needs to be more aware of what is being built within the township.

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

The meeting was adjourned at 8:42 pm with a motion by Tony and second by Roger.

Respectfully Submitted by:



Jamie Malvin, Clerk/Treasurer

**South Bend Township
Public Hearing
February 7, 2018**

The public hearing of the South Bend Township Board of Supervisors was called to order at 6:31 pm. Board members that were present were June Lonnquist, Roger Veldhuisen, and Anthony Albang. Bryan Wendland entered hearing at 6:38 pm and Chad Ruch entered the meeting at 6:45 pm. Also present was Jamie Malvin, Clerk/Treasurer, and Lyle Femrite, Bolton & Menk.

Lyle Femrite presented the preliminary engineering report for 2018 street improvements requested by the Board. The affected streets included Grant Drive, North and South McKinzie Streets, Mathews Street, and Fire Hall Street. Questions were asked concerning milling of pot holes, joining drive ways, road widths, and project costs. Lyle explained that the work would be seamless with driveways and that assessment costs were based on Bolton & Menk's estimates with an approximate 10% contingency and the Township Road Policy. The project is tentatively projected to begin in June. The hearing then moved into discussion of the Township Road Policy.

June closed the hearing at 7:02 pm.

Respectfully Submitted by:

A handwritten signature in dark ink, reading "Jamie Malvin", is positioned above a horizontal line. The signature is cursive and fluid.

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
February 7, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:02 pm on February 7, 2018. Board members that were present were Roger Veldhuisen, June Lonnquist, Bryan Wendland, Chad Ruch, and Tony Albang. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent, and Rob Stone, Fire Chief.

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

MANAGER OF PUBLIC WORKS UPDATE

Justin reported that there was a blown fuse on the power pole by the LOM pump station that he had fixed.

Justin would like to purchase a fuel barrel and received an estimate from Staples for a used tank and pump for \$1100 and a new tank and pump for \$1650. There would be no need to set up a containment area. The Board verified that the fence will be going in this spring with the well construction. Bryan would like posts cemented around it as a protective barrier. Tony made a motion to buy the new tank and pump. Bryan seconded the motion. All voted in favor and the motion carried.

Justin will be gone for a three-day conference at the beginning of March and was wondering if he should line up back up for possible snow. The Board ok'd backup for snow only.

Justin has received four bids for tree trimming and removal on the dike:

Company	Cost	Details
Pfeffer Tree Service	\$10,400.00	Remove trees under 8 inches
Lorentz Construction	\$7,628.25	Clearing trees smaller than 8 inches within 15 feet of the toe of the dike. Clearing or removal of any fallen trees that are within 15 feet of the toe of the dike. Does not include: stump or root ball removal, site grading, staking, testing, soil corrections, rip rap, contaminated materials
Crystal Construction	\$7,498.00	Remove trees and brush smaller than 8 inches in diameter 15 feet out from toe of dike, pile up, and burn when dry.
Mankato Landshapes	\$3,400.00	Remove all trees smaller than 8 inches on the dike slope or within 15 feet of the dike toe, including any trees that have fallen on the dike. Brush and logs will be pulled back from the dike so that the material is not within 15 feet of the toe.

Chad made a motion to go with Mankato Landshapes. Roger seconded the motion. All voted in favor and the motion carried.

WATER SUPERINTENDENT UPDATE

John stated that the ice in the water tower is very thick and has decreased the daily water pumpage from 32,000 gallons/day to 28,000 gallons/day. He strongly recommends getting a turner in the water tower by next fall. Justin has received an estimate from KLM for \$15,300 and from Maguire Iron for \$15,850. He will talk to Rural Water and the Department of Health to see if there are any grants available for the project.

Currently the township only has one water line crossing under Hwy 169 and there should be two because if the line breaks, the township would be out of water for months. If this were to happen, the township would have to pump ten truckloads of water to the tower per day and it wouldn't be potable, so they would have to supply the residents with bottled drinking water. There would also be no fire protection. This project should be done in the near future, but the township would need cost estimates before applying for any grants.

FIRE CHIEF UPDATE

The fire department responded to nine calls:

- Helped find a missing person
- Life assist
- Smoke investigation
- Structure fire on Lyd Blvd
- 3 mutual aid calls, including Northrup where we do not have a mutual aid contract
- 2 car accidents

During the mutual aid call to Northrup, the main valve on 5420 froze and broke. While fixing the main valve, two additional valves were found to be broken. The additional cost to fix the valves is \$4,600. We should be able to do an insurance claim on the repairs unless FEMA gets involved with the damage. Chad made a motion to spend up to \$4,600 to fix the broken valves. Roger seconded the motion. All voted in favor and the motion carried.

As the township does not have a mutual aid agreement with Northrup, Rob is recommending that the township bill for services rendered. Tony made a motion to bill Northrup. Bryan seconded the motion. All voted in favor and the motion carried.

During a safety inspection at the Town Hall, it was noticed that the emergency light needs new batteries. Justin will replace.

Fire school is the first weekend in March and there will be students attending with the pumper.

The fire department has applied for two grants, to replace the same truck as before and for equipment for new impacts. They used the same grant writer as last time and the grant writer wrote the grants for half price as the department did not receive either of the previously applied for grants.

CLERK/TREASURER UPDATE

Jamie presented information that Board members should have received previously from Xcel Energy concerning the Huntly-Wilmarth Transmission Project. Xcel has filed a route permit application with the Minnesota Public Utilities Commission in regard to the four possible routes for the transmission line.

The Special Primary Election for Minnesota House District 23B was held on January 29, 2018. The Special Election will be held on Monday, February 12, 2018.

Jamie is currently preparing for the annual township audit to be held on February 16, 2018. She would like to know what information the Board wants for the next meeting regarding the budget. The Board requested the financials for the previous three years.

NEW BUSINESS

INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS UNION HALL (IBEW)

Shane Meier was present to explain the intended use of the IBEW at the old union hall location at 816 South Bend Avenue. They plan to use the building as a satellite location to train students. The Board has no objections to the use and Jamie will contact George Leary at Blue Earth County to move ahead with the conditional use permit.

MNDOT PEDESTRIAN CROSSING OF 169 AT HAWLEY STREET

Brett Paasch and Ann Fox from MnDOT were present to discuss upcoming changes to the pedestrian crossing of HWY 169 at Hawley Street. The Pedestrian Flasher and Crosswalk Signs are being removed in the Spring of 2018 due to significant maintenance and replacement costs. The effectiveness of the flashers was evaluated, and recent studies have shown that marked crosswalks on high speed, rural divided highways have higher vehicle-pedestrian crash rates than unmarked crosswalks. The location of the cross walk is still a legal pedestrian crossing, just unmarked, so more caution should be used.

ROAD POLICY/2018 BLACKTOPPING PROJECTS

Due to concerns from residents concerning corner lots paying the full cost of assessments for both sides of their properties, Bryan wants to revisit the road policy. He will be contacting the City of Mankato to see how they handle corner lots. The topic has been tabled until the next meeting.

FIRE TRUCK BAY FURNACE

The furnace in the fire truck bay went out the last week in January. Roger had Northern Comfort come in to get a quote to fix it. During the inspection, the furnace went from a closed to open furnace making it out of compliance. Northern Comfort found the heat exchanger failed. To repair the heat exchanger would cost \$2,401.00. Roger and Justin proceeded to get quotes for a full replacement.

Company	Cost	Notes
Northern Comfort	\$3,100.00	Initial service call will be credited (\$196). Wiring by Ploog Electric add \$150. Possibly eligible for rebate of up to \$300 from Centerpoint.
Schwickert's	\$3,275.00	Includes venting, wiring, gas piping, and drain.
Countryside Refrigeration and Heating	\$3,676.00	Includes proper removal and disposal of the old unit, connection to the existing supply duct, external filter grill for the return, exhaust & combustion air venting, condensation drain piping, gas piping, related materials and labor.

OLD BUSINESS

KERN BRIDGE

Bryan talked to Mankato Township concerning the Kern Bridge. The lowest amount that the township can put forward for removal if the townships receive the grant would be \$10,000. If the township will not commit to the \$10,000, Mankato Township will walk away from the grant. If the bridge were to fall in the river, the removal costs would be much higher. Mankato Township has been working with Blue Earth County and wants to set up a meeting with South Bend to go over the grant that was applied for and to decide a course moving forward. June will set up a meeting with Mankato Township. Chad made a motion to give up to \$10,000 towards removal of the Kern's Bridge pending the meeting with Mankato Township. Tony seconded the motion. All voted in favor and the motion carried.

FEE SCHEDULE

The fee schedule will be discussed at the next meeting with the budget.

MISCELLANEOUS

Roger would like to know how it was decided that Justin could have additional help with plowing as at the previous meeting the Board decided that he did not need help. Bryan explained that he had made the decision as Justin was going to be off of work and had set up for a company to come in to plow, if needed. Bryan did not want to pay the emergency cost and told Justin to have this friend help. Roger made a motion to have Dave Bade assist as the back up plow driver when Justin was unavailable. Bryan seconded the motion. All voted in favor and the motion carried.

Chad and Bryan expressed that they want set clerk hours at 6.5 hours per day as they have been receiving phone calls from residents that have not been able to get assistance at the hall. No further information, dates/times or names was given. Jamie said that she needs additional time to discuss the issue with her family as it was not what she was originally hired for and it was not brought up at her last review as she has had posted hours since June 2017 per Board request.

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

The meeting went into a closed session to deal with a personnel issue at 9:25 pm.

Respectfully Submitted by:



Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
February 20, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on February 20, 2018. Board members that were present were Roger Veldhuisen, June Lonnquist, Bryan Wendland, Chad Ruch, and Tony Albang. Also present was Justin Samuelson, Public Works Manager. Jamie Malvin, Clerk/Treasurer, was sick. The chairperson took minutes.

Minutes from the January 9, 2018, regular meeting were read for information and approval. Roger made a motion to approve the minutes as read. 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 fuel barrel is in place with a gallon meter on it. A reset button is in the process of being added.

FIRE CHIEF UPDATE

There have not been any calls in February. Truck 5420 is still being repaired. The new furnace has been installed and is working correctly.

CLERK/TREASURER UPDATE

Jamie is working with Abdo to complete the annual township audit.

NEW BUSINESS

LIQUOR LICENSE RENEWALS-CYCLE CLUB AND MINNEOPA GOLF COURSE

Mike Clark, Kato Cycle Club, and Gary Winters, Minneopa Golf Club, were present to request approval from the Township Board to renew their respective liquor licenses. Roger made a motion to approve the requests for liquor license renewals. Chad seconded the motion. All voted in favor and the motion carried.

2018 BOARD OF AUDIT/BUDGET DISCUSSION

See budget worksheets on file in the clerk's office.

MISCELLANEOUS

Roger discussed cleaning of the Town Hall meeting room. He came in Sunday, February 11, 2018, to clean before the election.

Tony discussed removing the tv in the meeting room, but the fire department needs it for training videos.

There was discussion about the locked file cabinets being in the meeting room. Jamie will move them before the annual meeting.

The meeting was adjourned at 8:48 pm with a motion by Tony and second by Bryan.

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
Special Meeting
February 27, 2018**

The special meeting of the South Bend Township Board of Supervisors was called to order at 6:32 pm on February 27, 2018. The purpose of the meeting was to discuss options for removing the Kern/Yaeger Bridge shared between South Bend Township and Mankato Township. Board members that were present were June Lonnquist, Roger Veldhuisen, and Anthony Albang. Bryan Wendland and Chad Ruch were absent. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Supervisor, Dan Rotchadl, Mankato Township, and Scott Morgan, Mankato Township.

Scott Morgan presented the Board with a power point presentation that he put together concerning the Kern/Yaeger Bridge and sent with the application for the grant to remove the bridge. He has been in contact with multiple organizations around the state including MnDot, the DNR, Blue Earth County, and the Minnesota Historical Society. While he thinks that there is little chance of receiving the grant, the process has shown that both townships are trying to be preemptive with the removal of the bridge before it falls into the river.

After the presentation, Tony asked if removing the bridge via two helicopters would be a cheaper alternative to those presented. He will look into it further and get information to Scott. The two Boards decided that it would be best to have one person represent both townships as far as the bridge removal is concerned as both sides are in agreement as to how they feel the best way is to proceed. Roger made a motion to have Scott Morgan be the representative for both townships with anything dealing with the Kern/Yaeger Bridge. Tony seconded the motion. All voted in favor and the motion carried.

The meeting was adjourned by a motion from Tony and a second from Roger at 7:20 pm.

Respectfully Submitted by:



Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
March 6, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:01 pm on March 6, 2018. Board members that were present were Roger Veldhuisen, June Lonnquist, Chad Ruch, Tony Albang, and Bryan Wendland. Also present were Jamie Malvin, Clerk/Treasurer, John Roessler, Water Superintendent, and Rob Stone, Fire Chief.

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 UPDATE

The preconstruction meeting for the well was held Thursday, March 1, and the companies plan to start drilling next Monday, March 12. They will most likely have to do some dynamiting, however, the train is typically louder than the dynamiting will be. Justin is coordinating with Blue Earth County to get the required permits.

The water tower still has a good amount of ice in it.

FIRE CHIEF UPDATE

The fire department responded to one fire call in February, a car accident that was billed through the towing company.

Fire school was last weekend and the department had six students attend and provided the instructor for the pumping class.

CLERK/TREASURER UPDATE

Jamie received a phone call from Abdo, Eick & Meyer to set up a meeting with Kyle and the Board to go over the audit reports. The Board has no preference between the March 20 meeting or the April 3 meeting. Jamie will see which one works better for Kyle.

Jamie was contacted by Mankato/North Mankato Area Planning Organization (MAPO). They were wondering if anyone was interested in being on their Technical Advisory Committee. MAPO is responsible for regional transportation planning within and throughout the Greater Mankato area. The Board wanted more information as to the frequency of meetings before making a commitment.

The 2018 Open Book Meeting will be held Monday through Friday, the 16-20, of April at the Blue Earth County Taxpayer Services Office.

The materials for the 2020 Local Update of Census Addresses Operation should be arriving in the office this month.

Blue Earth County approved the International Brotherhood of Electrical Workers Conditional Use Permit.

BECATO quarterly meeting will be held March 22 at 7:30 pm.

MAT Spring Short Courses begin the week of the 19th, with the Mankato one being Wednesday, March 21. Please let Jamie know if you will be attending.

NEW BUSINESS

TRANSFER RESOLUTION

Roger made a motion to pass the Resolution Authorizing Interfund Transfers. Tony seconded the motion. All voted in favor and the resolution passed:

WHEREAS, the South Bend Town Board appropriates money in the interests of the South Bend Township.

WHEREAS, the South Bend Town Board transfers money from various funds to cover appropriations needed by the Township.

WHEREAS, the following transfers were made and approved as of December 31, 2017:

In 2013, Relief Audit, forms, and bond were paid from the Fire Fund and should have been paid from the General Fund in the amount of \$10,530.

In 2013, a fire call was subtracted from charges for services that should have been added. The total receipts have been adjusted to \$61,820 and the total disbursements have been adjusted to \$68,054.

In 2014, Motor Vehicle Credit is shown as the Fire Fund on the tax settlement sheet but not in the receipts according to our auditors. \$225.32 has been transferred from the General Fund to the Fire Fund.

In 2014, Relief Audit, forms, and bond were paid from the Fire Fund and should have been paid from the General Fund. \$2,482 has been transferred from the General Fund to the Fire Fund.

In 2015, the Relief Audit was split between all funds when it should have been paid from the Fire Fund. The cost of the Audit was \$3050. A total of \$762.50 has been transferred into each of the following funds: General Fund, R & B and the Dike Fund.

In 2015, fuel cost was allotted to the wrong fund. A total of \$204.71 has been transferred from R & B to the Fire Fund.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board formally re-authorizes each of the Interfund transfers listed above.

OLD BUSINESS

ROAD POLICY

Bryan has not received the information he requested from the City of Mankato yet so the topic is tabled until the next meeting.

KERN BRIDGE

Tony looked into using a helicopter to remove the bridge. He needs more specifics about the weight of the bridge to get a better cost estimate but was told the average cost was about \$8,000/hour but the whole process would most likely take less than an hour.

The Board discussed the meeting had with Mankato Township. Tony made a motion to put up \$10,000 cash for removal if the grant is approved. Bryan seconded the motion. All voted in favor and the motion carried.

2019 BOARD OF AUDIT/BUDGET DISCUSSION, CONTINUED

After considerable discussion, see attached noted in Clerk's Office for details, the following motions were made for the 2019 Budget Recommendation to the voters:

FUND	AMOUNT	MOTION	2 ND
General	\$125,000	Roger	Bryan
Road & Bridge	\$150,000	Roger	Bryan
Fire	\$37,675	Roger	Bryan
Fire Relief Association	0.00806% of EMV	Per Statute	
Dike	\$45,000	Tony	Roger
MAINT.	\$30,000		
MS4	\$15,000		
Capital Reserve	\$60,000	Bryan	Roger
RB	\$30,000		
FIRE	\$30,000		

The recommended levy amount for 2019 is \$417,675 plus approximately \$12,00 for the Relief Association, total of \$429,675.

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

The meeting was adjourned at 9:15 pm with a motion by Roger and second by Tony.

Respectfully Submitted by:



Jamie Malvin, Clerk/Treasurer

**South Bend Township
Special Meeting and Work Session
March 20, 2018**

The special meeting of the South Bend Township Board of Supervisors was called to order at 6:00 pm on March 20, 2018. The purpose of the meeting was to discuss options for expanding the water and sanitary sewer services to the hilltop area. The purpose of the following work session was to discuss the road policy and fee schedule. Board members that were present were June Lonnquist, Roger Veldhuisen, and Anthony Albang. Bryan Wendland and Chad Ruch were absent. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Supervisor, John Roessler, Water Superintendent, Lyle Femrite, Bolton & Menk, and Dan Sarff, Bolton & Menk.

Dan and Lyle recapped information pertaining to the preliminary engineering report done in 2009 to extend the water and sanitary sewer system to a portion of the hilltop area. The project was bid in 2014 and was put on hold after the assessment hearing. The following are concerns/thoughts of the Board:

- MS4 compliance in regards to Waste Management
- Doesn't make sense to not do both water and sewer expansion at the same time
- Money is the largest concern as there are many failing septic systems
- Bedrock is costly to dig through but is not continuous area as some homes reported that they did not run into any while digging basements—exploratory digging would need to be done
- The area highlighted on the memo from Bolton & Menk is a mix of commercial and residential, not benefiting many residents
- Cost of a lift station/water reservoir on hilltop
- Limitation of current pipe/pump station to the City of Mankato
- Limitations of Orderly Annexation Agreement
- Funding options and availability

Bolton & Menk prepared a list of on-going funding sources. Dan recommends getting on the Public Facilities Authority list. Before proceeding, the Board would need to decide on the scope of the project in order to have a more accurate cost estimate. He also suggested starting with a survey to residents and business owners to gauge interest in the project. Lyle also suggests contacting representative to push for more funding opportunities.

The Board will continue discussion at the next regular board meeting.

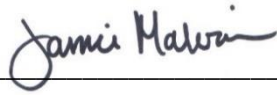
Road Policy/Fee Schedule

The road project and road policy revision is currently on hold. Roger recommends only doing Mathews Street and Fire Hall Street this year and will bring it up at the next regular meeting.

The spring Waste Water Facilities meeting is March 22, 2018. Per documents from Mark Winson, the township is looking at a 50% cost increase by 2032. John pointed out that in addition to water and sewer rates being low, the residential hook up fee and bulk water rates are very low. He will contact Rural Water to get assistance with Residential Hook Up Fee data. He recommends that bulk water rates be at least \$10/1000 gallons. More will be discussed at the next regular meeting.

The meeting/work session was closed by June at 7:37 pm.

Respectfully Submitted by:

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

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
April 17, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:02 pm on April 17, 2018. 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.

Minutes from the February through March 2018 regular meetings were read for information and approval. Roger motioned to approve the minutes, 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

Justin has been plowing a lot due to the recent winter storms.

Justin presented the board on multiple bucket estimates for the tractor. After discussion and Justin's recommendation, Bryan motioned to purchase from MN Truck & Tractor the Skeleton Rock grapple with forks for \$3,713.00. The motion was seconded by Tony. All voted in favor and the motion carried.

Roger also received a few complaints, they are as follows:

- Resident complained about the height of snow banks on the cul de sac of Grant Drive.
- Resident complained about a rail road tie moved on LeHillier Street. Justin will talk to the owner.
- Resident complained about the plowing of a private driveway. The plowing of a private drive was due to the resident asking Justin while he was plowing. Justin will not do this in the future.

Bryan asked if the township has a policy concerning vehicles on the road right of way as there is a truck in the right of way near Bryan's home. Tony also mentioned a resident complained about five cars on Eleanor Street and what action should be taken, if any. Jamie suggests updating the nuisance ordinance to be more clearly defined to include cars in the right of way. With MS4, the ordinance will be replaced but that is not to be put in place until a year from June. It would still be a good idea to rewrite the City of Mankato's nuisance laws, but the issue is who will enforce them.

Justin also asked about the signs with the house number/address in rural areas concerning how and where do residents get them. The county no longer offers them, but residents can find them at Menards. Some of the street sign posts in town need to be replaced and Justin wanted to know if they should be replaced with round posts or posts with holes. The board decided to replace with what is there.

WATER SUPERINTENDENT UPDATE

John stated that the well drillers are at 530ft and only 30ft more until the desired depth is achieved. The new well has a submersible pump and is not an artesian. John also is concerned that there have not been weekly meetings with the project staff as was said at the kick off meeting. Jamie will talk to Lyle and Dan.

On 3/11/2018 the water tower pumped out 110,000 gal. Roger registered the same numbers both Saturday and Sunday, so he adjusted the pump causing the water tower to overflow. He admits he made a mistake, but he did not know that the system was changed to pressure-based and feels that he should have been informed. Bryan stated that the person is only reading the meter and doesn't need to understand the system because they do not have the authority to change anything and they must call Justin if they feel something is not working correctly. John states that unaccountable water usage is happening way too often and cannot continue.

Bryan talked to Randy Albrecht about reading meters on the weekend but told him it has to go through the board. Justin's mother Dawn has also volunteered to read meters. Bryan thinks the daily rate should be higher and changed to \$10 to encourage people to drive in, especially Justin's mother. Roger asks if the township would still want them licensed. John says they don't need to be as long as they're supervised and only reading the meters. Bryan made a motion that weekend meter readers do not have to be licensed. Tony seconded the motion. All voted in favor and the motion carried. Bryan made a motion to have Randy Albrecht read the meter on weekends at \$5/day, which can be addressed at a later time if there is a problem. Tony seconded the motion. All voted in favor and the motion passed. Bryan will give Randy Justin's number and he will fill out paperwork with Jamie.

With the weekend reader not needing a water license, June asked what needs to be done when Justin is gone for a week on vacation. John stated that the system needs to be calibrated every three days and he would be willing to do that even if he is no longer on the payroll.

FIRE CHIEF UPDATE

Roger gave the update as the chief was absent. Truck 5420 is back in service and 5410 passed the annual pump inspection.

There have only been two calls since the last meeting, a CO alarm and a vehicle rollover.

June has talked to board supervisors from other townships at various meetings and has a concern that the township is not being paid for service calls. These other townships do all of their own billing and send the bill to a collections company if they are not paid. Sending to collection companies give the townships a 90% return on the invoices. Jamie also stated that the invoices could be assessed to anyone owning real property in the State of Minnesota, however, the responding fire fighters would need to get all of the information from both drivers. These options would address the fire department's need for more money to cover their expenses.

Roger stated that the responding fire fighters could take a picture of the insurance cards. Billing will be addressed with Rob at the next meeting. He will most likely need to talk to Blue Earth County to have them send the police reports to the township. Billing also should be done within three days of each call and a copy given to the Clerk.

CLERK/TREASURER UPDATE

Jamie received a letter from Mark Winson with the 2017 final sewer costs and the township will be receiving a check for \$4,388.66.

The township also received the 2017 4th quarter franchise payment from Charter.

Jamie also received an email regarding if our township has adopted the State Building Code and if we had any ordinances governing rental property building maintenance. After some discussion, the board has decided to start gathering information and start the process to write and adopt a rental ordinance.

As the well project has been progressing, Jamie needs to know what amount the township wants to bond for the well project. Jamie recommended to not bond more than the original amount of the township's share. The bond information from April of 2017 was \$250,000 with an issuance cost of \$3,800 and an interest rate of approximately 2.65% for a ten year term. The annual payment from the township would be roughly \$39,000, which is \$20/month for 165 connections. Bryan is worried about adding that cost onto the monthly bill and possibly another \$40-\$50 if the MPCA doesn't change the phosphate requirements. Jamie was not sure on the current interest rates or origination fees for other amounts. The discussion was tabled until Jamie receives more current numbers.

NEW BUSINESS

FOTH/BEC GALENA VACATION (TO EXPAND CLAY MINE)

Bill Goebel from Blue Earth County was present to discuss the vacation of a portion of Galena lane(T-177) to accommodate for the expanding clay mine into the county owned agricultural field adjacent to the current mine. Foth and Blue Earth County are obtaining a permit for the whole area instead of stages so that they don't have to keep repeating the process for each stage as the stages take awhile and no one currently working on the project will still be in their positions by the time the next stage is reached. The area in question is a small tab of T-177 that is not noted in the legal description of the right of way. Blue Earth County is looking to see if the tab of roadway was ever recorded to decide if a vacation is necessary. Blue Earth County is willing to pay the vacation fee if a vacation is needed. Roger made a motion to vacate the section that Foth and Blue Earth County have detailed, if necessary, as long as there is an easement to the cartway for the Woods property and to set a public hearing for June 5, 2018, at 6:30 pm. Bryan seconded the motion. All voted in favor and the motion carried.

2017 TOWNSHIP AUDIT

Kyle Meyers of Abdo, Eick & Meyers presented the results of the 2017 audit. The results showed the township funds were consistent with the road and bridge disbursements as well as public works disbursements. The two findings were typical of small township governments. Overall the audit was successful, in part due to the accounting system switch to CTAS.

KEEPING CHICKENS IN THE TOWNSHIP

Justin received a phone call from a resident concerning keeping chickens in the township. The resident is concerned that a chicken will wander into their yard and their dog would attack it. There is not currently an ordinance concerning chickens in the township and the board does not feel there is a need to address it at this time. The resident should consider it the same as if a cat or another dog came into their yard and their dog attacked it as it is a civil matter.

OLD BUSINESS

TOWNSHIP CLEAN-UP DAY

Jamie presented to the board other local clean up days and options from GreenTech and Waste Management as the board had decided to revisit the Clean Up Day this spring. After some discussion, Roger will contact the one resident who had asked about the Clean Up Day and the board has decided to wait until 2019 to host a Clean Up Day as the township does not have funding for it at this time.

ROAD POLICY AND BLACKTOPPING

The road policy was discussed. The City of Mankato assesses the full amount of the long side of corner lots to the resident and then 75% of the short side. Roger suggested widening Mathews Street three to four feet from South Bend Avenue to McKinzie Street due to semi traffic. He also suggested just doing S. McKinzie Street from Mathews Street to Superior Concrete. Justin will talk to Big Gain to get their opinion about widening the street. Bryan made a motion to add the approximately 150 feet of Pintail from the current blacktop to Grant Drive with the township paying for the full amount. Roger seconded the motion. All voted in favor and the motion carried. Jamie will talk to Bolton and Menk about adding Pintail to the estimate and further blacktopping discussion has been tabled until the next meeting.

KERN BRIDGE

Workin' Bridges offered to take this bridge on and restore the bridge as a destination if the townships would use the money they were putting up for the grant to shore up the embankments to keep the bridge from falling into the river. Blue Earth County included current images of the embankments. Both townships declined the offer as it would be a waste of money that neither township could afford.

June was contacted by Scott Morgan wanting more information regarding a helicopter to remove the bridge as they might have an area to store it once removed.

HUNTLEY/WILMARTH TRANSMISSION LINE

Roger asked the board if they want to go on record to the Minnesota Department of Commerce stating that South Bend Township supports Purple Route as the main choice and the Blue Route being a second option. Roger made a motion that the Township supports the Purple Route and then the Blue Route. Tony seconded the motion. All voted in favor. June will email the Minnesota Department of Commerce.

FEE SCHEDULE UPDATE

After much discussion, the following changes were made to the fee schedule:

- Remove the meeting charge for the Township Clerk: Motion by Roger, second by Tony, all voted in favor.
- Increase the Water and Sewer Connection Charges for Commercial Properties from \$1,350 to \$1,500 and increase the Water and Sewer Connection Charges for Residential Properties from \$750 to \$900: Motion by Roger, second by Bryan, all voted in favor.
- Increase the Reconnect Charge from \$15 to \$50: Motion by Bryan, second by June, all voted in favor.
- Increase the Bulk Water from \$5 per 1,000 gallons to \$10 per 1,000 gallons: Motion by Roger, second by Bryan, motion rescinded before vote called.
- Increase the Bulk Water from \$5 per 1,000 gallons to \$15 per 1,000 gallons: Motion by Bryan, second by Roger, all voted in favor.

These changes will be discussed at the Public Hearing for raising the water and sewer rates and go into effect with the new water and sewer rates.

There was discussion of increasing the per unit water cost by \$0.05 and \$0.10 and adding a \$10 infrastructure charge to cover the bonding for the second well. There was also discussion that all connections should still have to pay the Connection Charge and the Infrastructure Charge even if they are currently not using water. Further discussion is tabled until the next meeting.

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

The meeting was adjourned at 10:40 pm with a motion by Roger and second by Bryan.

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
May 1, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on May 1, 2018. Board members that were present were Roger Veldhuisen, June Lonnquist, and Tony Albang. Chad Ruch and Bryan Wendland were absent. Also present were Justin Samuelson, Public Works Manager, and John Roessler, Water Superintendent. Jamie Malvin, Clerk/Treasurer, was absent. The Chairperson took minutes.

MANAGER OF PUBLIC WORKS UPDATE

Justin reported that the dump truck needs a possible injector fix but needs to be taken apart to determine for sure. The plow wing also needs a cylinder repaired. Roger gave Justin a couple other companies to get repair estimates from.

Justin would like to get a submersible pump to completely empty the flood pump wells after high water times. He presented information on the WEDA 10 for \$1700 which was under other pumps found in USABlueBook. He will get more quotes and gallons/minute for the next meeting.

WATER SUPERINTENDENT UPDATE

John reported that the underground portion of the well has been completed to a depth of 575 feet. Hydrant flushing will begin on May 10th and continue monthly on the second Thursday. Flow testing of the well will also be done at this time.

FIRE CHIEF UPDATE

Kyle Hulke was present in place of the fire chief. There have been no fire calls since the previous month. The valves are still being fixed on 5420 from the Northrup Fire. Kyle will also coordinate painting the fire hydrants with the Sentenced to Serve unit. John and Justin will paint the tops to fire department specifications.

OLD BUSINESS

ROAD POLICY AND BLACKTOPPING

Grant Drive: No one was present, no action needed or taken at this time.

LeHillier Streets: Roger made a motion to blacktop Mathews Street, Fire Hall Street, and McKinzie Street from Mathews south to Superior Concrete. Tony seconded the motion. All voted in favor and the motion carried. Justin will work to get sealed bids by the first June meeting. The bids will include concrete grating in front of the fire bays from the building to the gutter on Fire Hall Street. The rest of the roads will be all blacktop.

WATER/SEWER RATES UPDATE

No action was taken on the water and sewer rates at this meeting.

Roger or Tony will meet with Jamie later in the week to sign checks.

The meeting was adjourned at 8:00 pm with a motion by Roger and second by Tony.

Respectfully Submitted by:

A handwritten signature in dark ink, appearing to read "Jamie Malvin". The signature is fluid and cursive, with a large initial "J" and a stylized "M".

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
May 15, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:04 pm on April 17, 2018. Board members that were present were June Lonnquist, Bryan Wendland, Tony Albang, and Chad Ruch. Roger Veldhuisen was absent. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, and Lyle Femrite, Bolton & Menk.

Minutes from the April 2018 regular meetings were read for information and approval. Bryan motioned 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 UPDATE

Justin said that the first well is being sealed to prevent any issues with the Artesian well.

Bryan made a motion to have Dawn Fandrich perform the weekend meter readings at \$10/day. Tony seconded the motion. All voted in favor and the motion carried.

Justin was given permission to change the locks on the well house and pump house doors for a total of 5 new locks.

Justin received a gravel bid from R&E for both 1" with fines and class 5 modified as he is wanting to get more gravel. Chad is ok with paying a little extra for better quality.

Chad received a call about the condition of 204th Lane. Justin will get out to it as soon as he can.

Justin received clarification of how much of 208th Lane is a township road. Only the blacktopped area is township responsibility, however, the section is in State ROW so no work can be done on it without notifying the State.

Badger Lane's wear coat was laid today and Justin had two quotes for shoulder seeding:

- Mankato Landshapes \$2,500
- Evergreen Companies \$2,864

Chad made a motion to go with Mankato Landshapes. Bryan seconded the motion. All voted in favor and the motion carried.

At the Pintail and Goldeneye intersection, there is no approach and a full concrete culvert under Goldeneye leaving no where for the water to go. Justin currently has a quote from WW Blacktopping for an apron and is still waiting for Nielsen. Chad suggested to get a few more estimates and that it should be done for a long-term fix.

Justin and John would like to put a backflow prevention device on the fire hydrant that is usually used for fill ups. The cost without a meter is about \$630 and with a meter is \$3,180. After some discussion,

Chad will talk to his brother and see if Mankato has a used one in working condition that the township could purchase.

Justin can get a 2HP sump pump from Quality Flow for \$1,700 to be used in the dike pump wells. Each pump originally had it's own sump pump. After some further discussion, Justin will look at other options.

FIRE CHIEF UPDATE

No one from the Fire Department was present.

CLERK/TREASURER UPDATE

Jamie received a letter from Couri & Ruppe Law Office concerning their free legal seminars. There are four dates between June and mid-October at various locations throughout the state.

OLD BUSINESS

2018 BLACKTOPPING

Lyle Femrite was present to present the requested changes to the blacktopping projects. He also had preliminary plans and specifications to expedite the process so that it will still be done this year.

Tony made a motion to receive the revised feasibility report and authorize preparation of plans and specifications for the 2018 improvement project. Bryan seconded the motion. All voted in favor and the motion carried:

RESOLUTION RECEIVING REVISED FEASIBILITY REPORT AND AUTHORIZING PREPARATION OF PLANS AND SPECIFICATIONS 2018 STREET IMPROVEMENT PROJECT

WHEREAS, pursuant to resolution of the South Bend Township Board of Supervisors adopted December 4, 2017, a feasibility report has been prepared by Bolton & Menk, Inc., with reference to proposed improvements to the following streets within South Bend Township:

- Grant Drive from Pintail Street to a point 1100 feet westerly
- Pintail Street from current blacktop next to Grant Drive
- Mathews Street from Southbend Avenue to Eleanor Street
- McKinzie Street (south) from Anderson Street to a point 200 feet south of Fire Hall Street
- Fire Hall Street from McKinzie Street to Eleanor Street, and

WHEREAS, such improvements may include bituminous milling, miscellaneous bituminous patching, bituminous overlay, and other related improvements; and

WHEREAS this report was received by the Township Board on December 19, 2017, and

WHEREAS, the Township Board subsequently requested modifications to the previously prepared feasibility report, including the following improvements:

- Bituminous surfacing on Pintail Street adjacent to Grant Drive
- Widening all or a portion of Mathews Street by 3-4 feet
- Construction of concrete pavement and concrete gutter in front of the fire station on Fire Hall Street
- Construction of concrete pavement and concrete gutter in front of the public works garage on Fire Hall Street

WHEREAS this report was received by the Township Board on May 15, 2018, and

WHEREAS, the revised report provides information regarding whether the proposed improvements are necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS, SOUTH

BEND TOWNSHIP, BLUE EARTH COUNTY, MINNESOTA AS FOLLOWS:

1. The improvements as outlined in the revised feasibility report are necessary, cost-effective, and feasible and are hereby ordered by the Township Board.
2. Bolton & Menk, Inc. is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Bryan made a motion to approve plans and specifications and to order advertisement for bids. Tony seconded the motion. All voted in favor and the motion carried:

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING
ADVERTISEMENT FOR BIDS**

2018 STREET IMPROVEMENT PROJECT

WHEREAS, pursuant to a resolution adopted by the South Bend Township Board on May 15, 2018, Bolton & Menk, Inc. has prepared plans and specifications for the construction proposed improvements to the following streets within South Bend Township:

- Grant Drive from Pintail Street to a point 1100 feet westerly
- Pintail Drive adjacent to Grant Drive
- Mathews Street from South Bend Avenue to Eleanor Street
- McKinzie Street (south) from Anderson Street to a point 200 feet south of Fire Hall Street
- Fire Hall Street from McKinzie Street to Eleanor Street, including construction of a concrete driveway and gutter at the fire station and public works buildings, 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 ten days, shall specify the work to be done, shall state that bids will be received by the clerk until 2:00 p.m. on May 30, 2018, 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.

Lyle also reported that the 2nd well was developed and they were performing pump tests. He also asked if the Board had made any decisions concerning the water and sewer expansion to the top of the hill. The topic has been tabled until a later date.

Chris Hruby, 1820 Grant Drive, and Clete Morganthall, 1800 Grant Drive, were present to ask how to proceed with Grant Drive blacktopping. Jamie explained that they needed to turn in a petition with 4 of 10 property owners in favor. Chris and Clete will get a petition together and turn it into the Clerk's office.

WATER/SEWER RATES

There was further discussion of increasing the water rates and adding an additional monthly fee to cover part of the cost of the well. A public hearing was set for June 5, 2018, at 6:00 pm.

Bonding for the township portion of the well project was discussed with updated interest rates and fees. No decision was made.

Bryan motioned to pay bills as presented with the exception of Roger's mileage check. Tony seconded the motion. All voted in favor and motion carried.

The meeting was adjourned at 9:13 pm with a motion by Tony and second by June.

Respectfully Submitted by:

A handwritten signature in dark ink, appearing to read "Jamie Malvin". The signature is written in a cursive, flowing style.

Jamie Malvin, Clerk/Treasurer


**South Bend Township
Public Hearing
June 5, 2018**

The public hearing of the South Bend Township Board of Supervisors was called to order at 6:12 pm. Board members that were present were June Lonnquist, Roger Veldhuisen, and Anthony Albang. Bryan Wendland and Chad Ruch were absent. Also present was Jamie Malvin, Clerk/Treasurer, and Lyle Femrite, Bolton & Menk.

Multiple residents were present to discuss adding an infrastructure charge and increasing the water and sewer rates. Some of the residents were wondering about the expansion of the current system to the top of the hill to help spread some of the system costs to a larger portion of the residents. There was also some discussion as to how long the infrastructure charge would be for.

June closed the hearing at 6:36 pm.

Respectfully Submitted by:



Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
June 5, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on June 5, 2018. Board members that were present were June Lonnquist, Bryan Wendland, Tony Albang, and Roger Veldhuisen. Chad Ruch was absent. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent, and Lyle Femrite, Bolton & Menk.

Minutes from the May 2018 regular meetings were read for information and approval. Bryan motioned to approve the minutes as amended. Roger 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 stated that R&E has finished the gravelling for the year. He also has not gotten any more estimates for the dike sump pumps.

Roadside Vegetation is wondering if the township wants them to spray the dike again this year. Roger made a motion to have them spray the dike. Tony seconded the motion. All voted in favor and the motion carried.

A storm sewer was washed out by McGowan's and a backhoe is needed to fix it. Lorentz Construction quoted him \$30/hour for a mini excavator and Leon's Backhoe and Crystal Construction both quoted him \$150/hour for a backhoe. The board told Justin that the decision was up to him as to whom to work with.

The plow and wing on the tandem are in rough shape. The plow has rust and broken welds and the wing hydraulics need to be redone. Justin has talked to Pete Forrey and it would cost \$2000 to replace the plow and wing. Bryan made a motion to replace the plow and wing. Tony seconded the motion. All voted in favor and the motion carried.

WATER SUPERINTENDENT UPDATE

John reported that the piping inside the well is done and that they are way ahead of schedule. He is also still waiting to hear back from MN Rural Water regarding funding for other projects.

John would like the township to move from units to gallons for water billing as the DNR, MPCA, and MN Department of Health all use gallons and it would make reports easier. Roger made the motion to move from units to gallons for water billing. Bryan seconded the motion. All voted in favor and the motion carried.

There are two leaks on the side of the sewer lift station that need to be fixed. He will work with Justin to get a few quotes.

FIRE CHIEF UPDATE

Roger reported on department activities. They had a call for a power line down on Union Street. While they were on scene, they were also notified of a tree down on Birch Avenue. They removed the tree also. One of the garage doors fell on the truck that night and will need to be fixed. It is possible that it could be just the lower panel needing to be replaced.

CLERK/TREASURER UPDATE

Jamie passed on a phone message from Corey Seppmann thanking Justin for the good job that he did on 216th Lane. She also received a phone call from an American Family agent regarding payment for a car accident from April. There was further discussion about fire department billing through towing companies.

The Summer Short Course is June 20 from 12:30 pm to 5:30 pm at Country Inn and Suites and MAT recommends all supervisors attend. Board members will let Jamie know by Monday, June 11, if they plan to attend.

June has scheduled a meeting with the ISO person reviewing the fire department to understand the rating and aspects of how to improve the department's rating. The meeting will be at 5 pm on June 27th for those that want to attend.

Jamie presented the quote that she received from Brandon Zender regarding switching the lights in the fire bays and meeting room. After discussion, the topic was tabled until a later date.

NEW BUSINESS

JOHNSON SUBDIVISION (HENNING LANE) PURCHASE

Jamie was contacted by an engineer representing Max Embacher regarding the development of the future Henning Lane. Jamie explained the process that would need to be done but that it depended on the township, the City of Mankato, and Blue Earth County.

Bryan stated that there should not be development on the property until water and sewer are extended to the area.

OLD BUSINESS

2018 BLACKTOPPING

Lyle Femrite was present to explain the bids received for the blacktopping project and the next steps to take.

Roger made a motion to declare the cost to be assessed and order the preparation of the proposed assessment. Bryan seconded the motion. All voted in favor and the motion carried.

RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF PROPOSED ASSESSMENT 2018 STREET IMPROVEMENT PROJECT

WHEREAS, by a resolution passed by the Township Board on June 5, 2018, the Township Clerk was directed to prepare a proposed assessment of the cost for proposed improvements to the following streets within South Bend Township:

- Grant Drive from Pintail Street to a point 1100 feet westerly
- Pintail Drive adjacent to Grant Drive
- Mathews Street from South Bend Avenue to Eleanor Street

- McKinzie Street (south) from Anderson Street to a point 200 feet south of Fire Hall Street
- Fire Hall Street from McKinzie Street to Eleanor Street, and

WHEREAS, the Township Clerk has notified the Township Board that such proposed assessment has been completed and filed in her office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS, SOUTH BEND TOWNSHIP, BLUE EARTH COUNTY, MINNESOTA, that a hearing shall be held on the 3rd day of July 2018 at the South Bend Township Town Hall, 306 S. McKinzie Street, Mankato, Minnesota at 7:00 p.m., to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment, and

BE IT FURTHER RESOLVED, that the Township Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. The Township Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.

BE IT FURTHER RESOLVED, that the owner of any property so assessed may, at any time prior to the date specified in the assessment resolution and notices, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the Township Clerk, except that no interest shall be charged if the entire assessment is paid by the date specified in the assessment resolution and notices. An owner may at any time thereafter, pay to the Township Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the Township Board this 5th day of June 2018:

1. That the portion of the cost of such improvement to be paid by the Township is hereby declared to be \$71,428.92, and the portion of the cost to be assessed against benefited property owners is declared to be \$151,698.10.
2. That assessments shall be submitted to the Blue Earth County Auditor, with the assessment payments being automatically added to property taxes, beginning in 2019 and shall bear interest at the rate of 7.25 percent (7.25%), from the date specified in the assessment resolution and notices.
3. That the Township Clerk shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.
4. That the Township Clerk shall upon the completion of such proposed assessment, notify the Township Board thereof.

Roger made a motion to set the hearing for the proposed assessment for July 3rd, 2018, at 7:00 pm. Bryan seconded the motion. All voted in favor and the motion carried.

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT 2018 STREET IMPROVEMENT PROJECT

WHEREAS, by a resolution passed by the Township Board on June 5, 2018, the Township Clerk was directed to prepare a proposed assessment of the cost for proposed improvements to the following streets within South Bend Township:

- Grant Drive from Pintail Street to a point 1100 feet westerly
- Pintail Drive adjacent to Grant Drive
- Mathews Street from South Bend Avenue to Eleanor Street
- McKinzie Street (south) from Anderson Street to a point 200 feet south of Fire Hall Street
- Fire Hall Street from McKinzie Street to Eleanor Street, and

WHEREAS, the Township Clerk has notified the Township Board that such proposed assessment has been completed and filed in her office for public inspection.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS, SOUTH

BEND TOWNSHIP, BLUE EARTH COUNTY, MINNESOTA:

1. That a hearing shall be held on the 3rd day of July 2018 in the South Bend Township Hall, 306 S. McKinzie Street, Mankato, Minnesota at 7:00 p.m. to consider the improvement of such streets in accordance with the report to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment, and
2. That the Township Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. The Township Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. That the owner of any property so assessed may, at any time prior to the date specified in the assessment resolution and notices, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the Township Clerk, except that no interest shall be charged if the entire assessment is paid by the date specified in the assessment resolution and notices. An owner may at any time thereafter, pay to the Township Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Jamie presented a petition from the residents of Grant Drive requesting the blacktopping of their road. Roger made a motion to accept the petition. Bryan seconded the motion. All voted in favor and the motion carried.

**RESOLUTION DECLARING ADEQUACY OF PETITION AND ORDERING
PREPARATION OF REPORT**

Roger Veldhusien made a motion to accept the petition from the residents of Grant Drive to blacktop their road. Bryan Wendland seconded the motion. All present voted in favor and the motion passed. **BE IT RESOLVED BY THE TOWN BOARD OF SOUTH BEND TOWNSHIP, BLUE EARTH COUNTY, MINNESOTA**, a certain petition requesting the improvement of Badger Lane by South Bend Township, filed with the board June 5, 2018, is hereby declared to be signed by the required percentage of owners of property affected thereby. This declaration is made in conformity to Minn. Stat. § 429.035.

WATER/SEWER RATES

After more discussion concerning the infrastructure charge and raising the water rates, Roger made a motion to increase the water charges by \$0.10/gallon and add a \$13 infrastructure charge for ten years to the water bills. Bryan seconded the motion. All voted in favor and the motion carried.

**RESOLUTION VACATING ENACTING AN INFRASTRUCTURE CHARGE AND
WATER RATE INCREASE**

WHEREAS, the South Bend Town Board provides public utility services to the residents of South Bend Township.

WHEREAS, the utility services include water services pursuant to Ordinance 10 of the South Bend Township.

WHEREAS, Ordinance 10, Section III (B)(4) provides that the South Bend Township set appropriate rates and infrastructure charges for such lawful and necessary purposes.

WHEREAS, the South Bend Town Board met on June 5, 2018 to hold a public hearing and set such rates.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board enacts the following:

1. The water fees shall be \$0.35 per unit.
2. Each user shall also be charged \$13 per month for 10 years to provide for necessary repairs and upgrades to the water system.

BE IT FURTHER RESOVLVED THAT the \$13 per month fee shall be allocated to the Utility Service Fund under Ordinance 10, Article IV Section 1.

Roger also made a motion to bond for \$200,000 to pay for the remainder of the well. Bryan seconded the motion. All voted in favor and the motion carried. Jamie will have the paperwork ready for the July 3rd meeting.

FIRE DEPARTMENT BILLING

No further action was taken as there was not a representative from the department present.

EMPLOYEE REVIEWS

Roger felt that all five board members need to be present for employee reviews. June stated that Chad knew they were on the agenda and was ok with the rest of the board performing the review as he would not be at the June meetings. Bryan felt that Chad needed to be present as he had issues with the last set of reviews. June reiterated that Chad had been notified and was ok with the rest of the board doing the reviews.

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

The meeting was closed at 9:30 pm with a motion by Tony and second by Bryan to hold employee performance reviews.

Respectfully Submitted by:

A handwritten signature in dark ink, appearing to read "Jamie Malvin". The signature is written in a cursive, flowing style.

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Public Meeting & Regular Meeting
July 3, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on July 3rd, 2018. Board members that were present were June Lonnquist, Tony Albang, and Roger Veldhuisen. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, and Lyle Femrite, Bolton & Menk.

PUBLIC HEARING: 2018 BLACKTOPPING PROJECTS/ASSESSMENTS

Residents were present to give input on road projects and assessments. After asking clarifying questions regarding the assessment split on Grant Drive and examining the assessment roll, the hearing was closed.

REGULAR MEETING

Minutes from the June 5, 2018, public hearing and regular meeting minutes were read for information and approval. Roger motioned to approve the minutes. 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.

PUBLIC INPUT

Mark Hensel, 1920 Grant Drive, was present to state his input on the Wilmarth Line project and to make sure that the 24" culvert would still be installed per Board approval at a previous meeting. Justin will be getting it installed as soon as he can.

Rodney Groth, 1713 Le Sueur Avenue, was present to request that Le Sueur Avenue be patched or overlaid as it is starting to crack. Roger stated that it did not need to be fully overlaid but would have Justin look into getting it patched.

MANAGER OF PUBLIC WORKS & WATER SUPERINTENDENT UPDATE

Justin has flagged grates and manholes on the dike so that they are more noticeable when walking the dike at night.

The ditches at the corner of Le Sueur Avenue and Reno Street are no longer being mowed by the property owner.

FIRE CHIEF UPDATE

Kyle Hulke was present to update the Board. No fire calls for the previous month. Sentence to serve has completed painting the fire hydrants.

During the ISO meeting, the fire hydrants had more pressure than previous years due to maintenance and fixes that Justin and John have completed.

Kyle asked about the status of switching to LEDs from fluorescent bulbs as there are few lights in the uniform area that they cannot get replacement bulbs from. Roger tabled the discussion until the next meeting.

CLERK/TREASURER UPDATE

Jamie received an email from George Leary regarding the Grant Drive drainage pond. It is still currently owned by Max Embacher, not the township.

Jamie also presented the election judges for appointment for the August 14th Primary Election. Roger motioned to accept the election judges as presented on the condition that they have completed the necessary training before the end of July. Tony seconded the motion. All voted in favor and the motion carried.

RESOLUTION APPOINTING ELECTION JUDGES FOR STATE PRIMARY ELECTION

WHEREAS, Minnesota Statutes Section 204B.21, subd.2 requires the Town Board, as the governing body of the town, to appoint Election Judges for the State Primary Election scheduled to be held Tuesday, August 14, 2018; and

WHEREAS, the election judges must meet the qualifications set out in Minnesota Statutes 204B.19 including eligibility to vote; and

WHEREAS, the minimum number of required election judges for the town election pursuant to Minnesota Statutes Section 204B.22 has been determined to be four for the August 14, 2018 Statewide Primary Election;

NOW THEREFORE LET IT BE RESOLVED that the Town Board of South Bend Township, Blue Earth County, Minnesota, hereby appoints the following election judges to serve in the Statewide Primary Election on Tuesday, August 14, 2018, pending completion of required training:

- Benjamin Bailey
- Kent Bauer
- Ruth Schreiber
- Steve Flo
- Heidi Holmes
- Melanie Hulscher (Head Judge)
- June Lonnquist
- Wayne Lonnquist
- Jamie Malvin
- Douglas Schaller
- Keb Spear

BE IT FURTHER RESOLVED that the Town Board hereby authorizes any election judge to be compensated as required by Minnesota Statutes Section 204B.31, in an amount set by the Town Board at \$12 per hour for election judges and \$15 per hour for the head election judge, which is not less than the prevailing Minnesota minimum wage, plus mileage.

NEW BUSINESS

Nitrate Testing Project

Tim Grant from Blue Earth County was present to present information about the water sampling for nitrates being performed in association with the Minnesota Department of Agriculture. The Minnesota Department of Agriculture is assessing nitrate-nitrogen in private wells at the township level as part of their Nitrogen Fertilizer Management Plan. The five townships chosen in Blue Earth County are Lincoln, South Bend, Garden City, Lime, and Rapidan. These townships have the highest percentage of land with high susceptibility of groundwater contamination. The test kits will be mailed directly to the homeowners in June and July from the lab. The samples will be sent in a prepaid mailer to the certified lab by the homeowner and the homeowner's information will remain confidential, in accordance with

state law. Participation by homeowners is voluntary. If nitrates are detected in a water sample, the MDA will offer follow up tests for nitrate and pesticides at no cost to the homeowner. The County will not be involved in collecting samples or making follow up visits.

AFI Upcoming Projects

Ted Schreier from AFI was present to give the board notice of their upcoming projects. AFI plans on removing old buildings on the left side of Mallard and clean up the area to put in a new larger building for their expanding business.

City of Mankato Water/Wastewater

June received an email from Mark Winson with the City of Mankato regarding the June 11, 2018, Mankato City Council meeting. Mark was notifying the Customer Communities of items that may impact them that had previously been discussed by the Customer Communities at the April 17 meeting. Items include

- Approval of the Water Resource Recovery Facility and Regional Trunk Line Long-Range Facility Plan and Acceptance of the Wastewater Rate Study
- Amending the wastewater treatment user charge system (UCS) for Customer Communities
- Approving a memorandum of understanding with Customer Communities to establish replacement and debt service charges

He will contact each customer after approval by the council for executing the MOU.

OLD BUSINESS

Well Bonding Approval

Jamie presented the final documents regarding the micro-loan for the township portion of the second well. She will get the signed documents returned after the meeting. The funds should be received within two weeks.

RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF A \$246,000 GENERAL OBLIGATION WATER REVENUE NOTE, SERIES 2018A

BE IT RESOLVED, by the Town Board (the "Town Board") of the Town of South Bend, Blue Earth County, Minnesota (the "Issuer"), as follows:

Section 1. Note Purpose, Authorization, and Award.

1.01 Statutory Authority. Pursuant to authority contained in Minnesota Statutes, Section 444.075 and Chapter 475, the Issuer is authorized to issue its general obligation bonds for the purpose of financing the cost of capital improvements to the Issuer's water system including the installation of a new well (the "Project").

1.02 Authorization. A. The Issuer directs the issuance and sale of its \$246,000 General Obligation Water Revenue Note, Series 2018A of the Issuer dated as of the date of closing and delivery thereof (the "Note").

B. The principal of and interest on the Note shall be paid primarily from "Net Revenues" defined as revenues of the Issuer's municipal water utility (the "Utility") in excess of claims duly approved and allowed for payment of expenses of the Utility which, under generally accepted accounting principles, constitute normal, reasonable, and current expenses of operating and maintaining the Utility and to maintain such reasonable reserves for such expenses of the Utility as the Issuer shall determine to be necessary from time to time.

1.03 Municipal Advisor. The Issuer has retained the services of David Drown Associates, Inc. as its municipal advisor.

1.04 Award. The Issuer has received a proposal for a loan to be evidenced by the Note from the Pine Island Bank, located in Pine Island, Minnesota (the "Lender"), in the amount of \$246,000, plus accrued interest to the date of delivery, upon condition that the Note matures and bears interest at the times and annual rate set forth in Section 2. The Issuer, after due consideration,

finds such offer reasonable and proper and the offer of the Lender is accepted. All actions of the Chair and Clerk-Treasurer taken with regard to the sale of the Note are ratified and approved.

Section 2. Terms of the Note.

2.01 **Interest Rate and Principal Maturities.** A. The Note shall be dated the date of its closing and delivery as the date of original issue, shall be issued in the denomination equal to the principal amount thereof, shall be issued in fully registered form and lettered and numbered R-1. The Note shall bear interest at the annual rate of 3.85 percent and shall mature on the dates and in the installment amounts shown below:

<u>Date</u>	<u>Principal Amount</u>
2/1/2019	\$11,000
8/1/2019	\$11,000
2/1/2020	\$12,000
8/1/2020	\$12,000
2/1/2021	\$12,000
8/1/2021	\$12,000
2/1/2022	\$12,000
8/1/2022	\$12,000
2/1/2023	\$13,000
8/1/2023	\$13,000
2/1/2024	\$13,000
8/1/2024	\$13,000
2/1/2025	\$13,000
8/1/2025	\$14,000
2/1/2026	\$14,000
8/1/2026	\$14,000
2/1/2027	\$15,000
8/1/2027	\$15,000
2/1/2028	\$15,000

B. The maturities of the Note, together with the maturities of all other outstanding general obligation bonds of the Issuer, meet the requirements of Minnesota Statutes, Section 475.54.

2.02 **Prepayment.** The Note is prepayable in whole or in part on any Interest Payment Date without notice at a price of par plus accrued interest to the prepayment date, plus a \$200 processing fee; provided that if prepayment is on or prior to February 1, 2020, the redemption price shall also include a premium of 0.5% of the principal amount to be prepaid.

2.03 **Interest Payment Dates.** A. The interest on the Note shall be payable semiannually on February 1 and August 1 of each year (each referred to herein as an "Interest Payment Date") commencing on February 1, 2019. Interest will be computed upon the basis of a 360-day year of twelve 30-day months.

B. The Registrar designated below shall make all interest payments with respect to the Note by check or draft mailed to the registered owner of the Note shown on the Note registration records maintained by the Registrar at the close of business on the 15th day (whether or not on a business day) of the month next preceding the Interest Payment Date at such owners' addresses shown on such Note registration records.

2.04 **Preparation and Execution.** A. The Note shall be prepared for execution in accordance with the approved form and shall be signed by the manual or facsimile signature of the Chair and attested by the manual or facsimile signature of the Clerk-Treasurer. The corporate seal of the Issuer may be omitted from the Note as permitted by law. In case any officer whose signature shall appear on the Note shall cease to be an officer before delivery of the Note, such signature shall nevertheless be valid and sufficient for all purposes, the same as if he or she had remained in office until delivery.

B. The Clerk-Treasurer is authorized and directed to obtain a copy of the proposed approving legal opinion of Fryberger, Buchanan, Smith & Frederick, P.A., Duluth, Minnesota, which is to be complete thereof and cause the opinion to be attached to the Note.

2.05 Registrar. The Issuer hereby appoints the Clerk-Treasurer, as registrar, authenticating agent, paying agent and transfer agent for the Note (the "Registrar"). The Issuer reserves the right to name a substitute, successor Registrar upon giving prompt written notice to each registered Note holder.

2.06 Registered Owner. The Note shall be registered in the name of the Lender.

2.07 Note Register. The Issuer shall cause to be kept by the Registrar a bond register in which, subject to such reasonable regulations as the Registrar may prescribe, the Issuer shall provide for the registration of the Note and the registration of transfers of the Note entitled to be registered or transferred as herein provided. In the event of the resignation or removal of the Registrar or its incapability of acting as such, the bond registration records shall be maintained at the office of the successor Registrar as may be appointed by the Issuer.

2.08 Payment. A. The Issuer and the Registrar may treat the person in whose name any Note is registered as the owner of such Note for the purpose of receiving payment of principal of and interest on such Note and for all other purposes whatsoever, whether or not such Note be overdue, and neither the Issuer nor the Registrar shall be affected by notice to the contrary.

B. The principal of and interest on the Note shall be payable by the Registrar in such funds as are legal tender for the payment of debts due the United States of America. The Issuer shall pay the reasonable and customary charges of the Registrar for the disbursement of principal and interest.

2.09 Delivery. Delivery of the Note and payment of the purchase price shall be made at a place mutually satisfactory to the Issuer and the Lender. A typewritten and executed Note shall be furnished by the Issuer without cost to the Lender. The Note, when prepared in accordance with this resolution and executed, shall be delivered by or under the direction of the Clerk-Treasurer to the Lender upon receipt of the purchase price plus accrued interest.

Section 3. Form of the Note.

3.01 The Note shall be printed or typewritten in substantially the following form:

	UNITED STATES OF AMERICA	
	STATE OF MINNESOTA	
	BLUE EARTH COUNTY	
R-1		\$246,000
	TOWN OF SOUTH BEND	
	GENERAL OBLIGATION WATER REVENUE NOTE, SERIES 2018A	
<u>Rate</u>	<u>Maturity Date</u>	<u>Date of Original Issue</u>
3.85%	February 1, 2028	_____, 2018

REGISTERED OWNER: PINE ISLAND BANK

PRINCIPAL AMOUNT: TWO HUNDRED FORTY-SIX THOUSAND DOLLARS

The Town of South Bend, Blue Earth County, Minnesota (the "Issuer"), for value received, promises to pay to the registered owner specified above, or registered assigns, the principal amount specified above, and to pay interest on said principal amount to the registered owner hereof from the date of original issue set forth above, or from the most recent Interest Payment Date (defined below) to which interest has been paid or duly provided for, until the principal amount is paid, said interest being at the rate per annum specified above.

Interest is payable semiannually on February 1 and August 1 of each year (each referred to herein as an "Interest Payment Date"), commencing on February 1, 2019. Interest will be computed upon the basis of a 360-day year of twelve 30-day months. The Note is payable in the principal installment amounts and at the times described below. Payments shall be applied first to interest due on the outstanding principal balance and thereafter to reduction of the principal balance.

<u>Date</u>	<u>Principal Amount</u>
2/1/2019	\$11,000
8/1/2019	\$11,000
2/1/2020	\$12,000
8/1/2020	\$12,000
2/1/2021	\$12,000
8/1/2021	\$12,000
2/1/2022	\$12,000
8/1/2022	\$12,000
2/1/2023	\$13,000
8/1/2023	\$13,000
2/1/2024	\$13,000
8/1/2024	\$13,000
2/1/2025	\$13,000
8/1/2025	\$14,000
2/1/2026	\$14,000
8/1/2026	\$14,000
2/1/2027	\$15,000
8/1/2027	\$15,000
2/1/2028	\$15,000

Both principal hereof and interest hereon are payable in lawful money of the United States of America by check or draft at the main office of Clerk-Treasurer, as Registrar, authenticating agent, paying agent and transfer agent (the “Registrar”), or at the office of such successor Registrar as may be designated by the governing body of the Issuer. The Registrar shall make all payments with respect to this Note directly to the registered owner hereof shown on the Note registration records maintained on behalf of the Issuer by the Registrar at the close of business on the 15th day of the month next preceding the Interest Payment Date (whether or not a business day) at such owner’s address shown on said Note registration records, without, except for final payment of principal of this Note, the presentation or surrender of this Note, and all such payments shall discharge the obligation of the Issuer to the extent of the payments so made. The final payment of principal of this Note shall be made upon presentation and surrender of this Note to the Registrar when due.

For the prompt and full payment of such principal and interest as they become due, the full faith and credit and taxing power of the Issuer are irrevocably pledged. The Issuer has designated the Note as “qualified tax-exempt obligations” pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Note comprises the entire amount of this series issued by the Issuer as one fully registered Note without coupons, in the aggregate amount of \$246,000, pursuant to the authority contained in Minnesota Statutes, Section 444.075 and Chapter 475, and all other laws thereunto enabling, and pursuant to an authorizing resolution adopted by the governing body of the Issuer on July 3, 2018 (the “Resolution”), for the purpose of financing a portion of the cost of capital improvements to the Issuer’s water system (the “Utility”), as more fully described in the Resolution. The principal of and interest on the Note shall be paid primarily from net revenues derived from the operation of the Utility and other funds of the Issuer which are available for that purpose (the “Pledged Revenues”). The Pledged Revenues are sufficient to pay the interest on and principal of this Note.

The Note is prepayable in whole or in part on any Interest Payment Date without notice at a price of par plus accrued interest to the prepayment date, plus a \$200 processing fee; provided that if prepayment is on or prior to February 1, 2020, the redemption price shall also include a premium of 0.5% of the principal amount to be prepaid.

The principal amount evidenced by this Note was drawn upon by Issuer in accordance with the Loan Agreement between Issuer and Lender dated as of the date of the date hereof.

IT IS CERTIFIED AND RECITED that all acts and conditions required by the laws and the Constitution of the State of Minnesota to be done and to exist precedent to and in the issuance of this Note, in order to make it a valid and binding general obligation of the Issuer in accordance with its terms, have been done and do exist in form, time and manner as so required; that all taxable property within the limits of the Issuer is subject to the levy of ad valorem taxes to the extent needed to pay the principal hereof and the interest hereon when due, without limitation as to rate or amount and that the issuance of this Note does not cause the indebtedness of the Issuer to exceed any constitutional or statutory limitation.

IN WITNESS WHEREOF, the Town of South Bend, Blue Earth County, Minnesota, by its governing body, has caused this Note to be executed in its name by the signature of the Chair and attested by the signature of the Clerk-Treasurer.

ATTEST:

(form no signature)
Clerk-Treasurer

(form no signature)
Chair

REGISTRATION CERTIFICATE

This Note must be registered as to both principal and interest in the name of the owner on the books to be kept by the Clerk-Treasurer of the Issuer, as Registrar. No transfer of this Note shall be valid unless made on said books by the registered owner or the owner's attorney thereunto duly authorized and similarly noted on the registration books. The ownership of the unpaid principal balance of this Note and the interest accruing thereon is registered on the books of the Issuer in the name of the registered owner last noted below.

<u>Date</u>	<u>Registered Owner</u>	<u>Signature of Clerk-Treasurer</u>
7 / ____ / 2018	Pine Island Bank 128 South Main Street P.O. Box 68 Pine Island, MN 55963 Federal Tax I.D. No.: 41-05318 40	<u>(form-no signature required)</u>

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

Social Security or Other

Identifying Number of Assignee

the within Note and all rights thereunder and irrevocably constitutes and appoints _____ attorney to transfer the said Note on the books kept for registration thereof with full power of substitution in the premises.

Dated: _____

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears upon the face

of the within Note in every particular, without alteration or enlargement or any change whatsoever.

Signature Guaranteed:

(Bank, Trust Company, member of
National Securities Exchange)

THIS INSTRUMENT HAS NOT BEEN REGISTERED UNDER THE FEDERAL SECURITIES ACT OF 1933, AS AMENDED, AND MAY NOT BE SOLD OR OTHERWISE DISPOSED OF FOR VALUE, OR TRANSFERRED, WITHOUT (i) AN OPINION OF COUNSEL THAT SUCH SALE, DISPOSITION OR TRANSFER MAY LAWFULLY BE MADE WITHOUT REGISTRATION UNDER THE FEDERAL SECURITIES ACT OF 1933, AS AMENDED AND UNDER APPLICABLE STATE SECURITIES LAWS, OR (ii) SUCH REGISTRATION. THE TRANSFERABILITY OF THIS INSTRUMENT IS SUBJECT TO RESTRICTIONS REQUIRED BY (1) FEDERAL AND STATE SECURITIES LAWS GOVERNING UNREGISTERED SECURITIES; AND (2) THE RULES, REGULATIONS, AND INTERPRETATIONS OF THE GOVERNMENTAL AGENCIES ADMINISTERING SUCH LAWS. THIS INSTRUMENT HAS NOT BEEN REGISTERED UNDER CHAPTER 80A OF MINNESOTA STATUTES OR OTHER APPLICABLE STATE BLUE SKY LAWS AND MAY NOT BE SOLD, TRANSFERRED, OR OTHERWISE DISPOSED OF FOR VALUE EXCEPT PURSUANT TO REGISTRATION OR OPERATION OF LAW.

Section 4. Covenants, Accounts and Tax Levies.

4.01 Covenants. The Issuer covenants and agrees with the holder of the Note and with its taxpayers that it will impose and collect just and equitable charges for all use and for the availability of all facilities of the Utility at the times and in the amounts required to pay the normal, reasonable, and current expenses of operating and maintaining the Utility, and also to produce Net Revenues which will be at least adequate at all times to pay the principal and interest due on the Note and on all other obligations heretofore or hereafter issued and made payable from said Net Revenues, and will operate the Utility and segregate and account for the revenues thereof as provided in this section.

4.02 Funds, Accounts, Appropriations and Revenues. The Issuer will place all charges for the use and availability of the Utility, when collected, and all money received from the sale of any facilities or equipment of the Utility in the Water Fund (the "Water Fund"). Except as provided in this Section, this account shall be used only to pay claims duly approved and allowed for payment of expenses which, under generally accepted accounting principles, constitute normal, reasonable, and current expenses of operating and maintaining the Utility, and to maintain such reasonable reserves for such expenses as the Town Board shall determine to be necessary from time to time.

4.03 Fund. There is created a special fund to be designated the "2018A General Obligation Water Revenue Note Fund" (the "Fund") to be administered and maintained by the Clerk-Treasurer as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the Issuer. The Fund shall be maintained in the manner herein specified until the Note and the interest thereon have been fully paid. There shall be maintained in the Fund two (2) separate accounts, to be designated the "Construction Fund" and "Debt Service Fund," respectively:

A. Construction Fund. On receipt of the purchase price of the Note, the Issuer shall credit proceeds from the sale of the Note, less amounts used to pay part of the interest of the issue as allowed by Minnesota Statutes Section 475.56 (the "Additional Interest") less any accrued interest paid by the Lender upon closing and delivery of the Note (the "Accrued Interest") and less any capitalized interest funded from the proceeds of the Note ("Capitalized Interest"), to the Construction Fund. Proceeds from the Note on deposit in the Construction Fund, along with other monies of the Issuer available therefor, shall be used from time to time to pay, or reimburse the Issuer for payment of, the capital costs of the Project and costs of legal, financial advisory, and other professional services, printing and publication costs, and costs of issuance of the Note and interest due on the Note prior to completion of the Project, as such become due.

B. *Debt Service Fund.* The Debt Service Fund shall be administered and maintained by the Clerk-Treasurer as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the Issuer. The Debt Service Fund shall be maintained in the manner herein specified until all of the Note and the interest thereon have been fully paid:

(i) There is pledged and appropriated and there shall be credited to the Debt Service Fund: (A) the Accrued Interest and surplus funds; (B) the Additional Interest; (C) the Capitalized Interest, if any; (D) Net Revenues of the Utility in such amounts, which will be sufficient to pay the principal of and interest on the Note when due; (E) all funds remaining in the Construction Fund after completion of the Project and payment of the costs thereof; (F) any and all other moneys which are properly available and are appropriated by the governing body of the Issuer to the Debt Service Fund; and (G) investment earnings on the monies identified in the foregoing clauses (A) through (F). The proceeds of the Note described in clauses (A) through (C) of the preceding sentence shall be used for payment of interest on the Note. (The funds and investments identified in clauses (D) through (G) are referred to herein as the “Pledged Revenues”).

(ii) The money in such account shall be used for no purpose other than the payment of principal and interest and redemption premium, if any, on the Note and any other general obligation bonds of the Issuer hereafter issued by the Issuer and made payable from said account as provided by law; provided, however, that if any payment of principal or interest shall become due when there is not sufficient money in the Debt Service Fund, the Clerk-Treasurer shall pay the same from any other fund of the Issuer, which fund shall be reimbursed from the Debt Service Fund when the balance therein is sufficient.

(iii) Immediately prior to each Interest Payment Date, the Clerk-Treasurer shall transfer to the Debt Service Fund amounts of Net Revenues of the Utility which are sufficient, along with Pledged Revenues then on deposit in the Debt Service Fund, for the payment of all interest and principal then due on the Note.

(iv) If the balance in the Debt Service Fund is ever insufficient to pay all principal and interest then due on the Note, the Clerk-Treasurer shall nevertheless provide sufficient money first from the Construction Fund or the Water Fund and third from any other funds of the Issuer which are available for that purpose, and such other funds shall be reimbursed from the Debt Service Fund when the balance therein is sufficient. All such reimbursements shall comply with Treasury Regulations, Section 1.150-2.

C. *Surplus Revenues.* Surplus Utility revenues from time to time received in the Fund, in excess of payments due from and reserves required to be maintained in the Fund and in the Debt Service Fund, may be used for necessary capital expenditures for the improvement of the Utility, for the prepayment and redemption of notes and bonds issued pursuant to Section 444.075 of the Act, and for any other proper municipal purpose consistent with law and policies established by resolution of the Issuer.

D. *Investments.* Monies on deposit in the Fund and accounts therein may, at the discretion of the Issuer, be invested in securities permitted by Minnesota Statutes, Chapter 118A; provided, that any such investments shall mature at such times and in such amounts as will permit for payment of the principal and interest on the Note when due.

4.04 *No Tax Levy.* A. It is determined that the estimated Net Revenues of the Utility and other funds of the Issuer pledged and appropriated for payment of principal and interest on the Note will produce at least five percent in excess of the amount needed to meet when due, the principal and interest payments on the Note and that no tax levy is needed at this time.

B. It is recognized that the Issuer’s liability on the Note is not limited to the Net Revenues of the Utility so pledged, and the Town Board covenants and agrees that in the event of any current or anticipated deficiency in Net Revenues of the Utility or the Pledged Revenues it will levy upon all taxable property within the Issuer and cause to be extended, assessed, and collected, any additional taxes found necessary for full payment of the principal of and interest on the Note, without limitation as to rate or amount.

Section 5. Tax Covenants. A. The Issuer covenants and agrees with the holders of the Note that the Issuer will (i) take all action on its part necessary to cause the interest on the Note to be exempt from federal income taxes including, without limitation, restricting, to the extent necessary, the yield on investments made with the proceeds of the Note and investment earnings thereon, making required payments to the federal government, if any, and maintaining

books and records in a specified manner, where appropriate, and (ii) refrain from taking any action which would cause interest on the Note to be subject to federal income taxes, including, without limitation, refraining from spending the proceeds of the Note and investment earnings thereon on certain specified purposes.

B. For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements, the Issuer finds, determines and declares:

- (i) the Issuer is a governmental unit with general taxing powers;
- (ii) the Note is not a “private activity bond” as defined in Section 141 of the Internal Revenue Code of 1986, as amended (the “Code”);
- (iii) 95% or more of the net proceeds of the Note is to be used for local governmental activities of the Issuer; and
- (iv) the aggregate face amount of the tax exempt obligations (other than private activity bonds) issued by the Issuer during the calendar year in which the Note is issued is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

C. In order to qualify the Note as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code, the Issuer makes the following factual statements and representations:

- (i) the Note is not “private activity bonds” as defined in Section 141 of the Code;
- (ii) the Issuer designates the Note as “qualified tax-exempt obligations” for purposes of Section 265(b)(3) of the Code;
- (iii) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds, treating qualified 501(c)(3) bonds as not being private activity bonds) which will be issued by the Issuer (and all entities whose obligations will be aggregated with those of the Issuer) during the calendar year in which the Note is being issued will not exceed \$10,000,000; and
- (iv) not more than \$10,000,000 of obligations issued by the Issuer during the calendar year in which the Note is being issued have been designated for purposes of Section 265(b)(3) of the Code.

Section 6. Certificate of Proceedings; Miscellaneous.

7.01 The Clerk-Treasurer or its designee is directed to file with the County Auditor a certified copy of this resolution and such other information as the County Auditor may require, and to obtain from the County Auditor a certificate stating that the Note herein authorized has been duly entered on the County Auditor’s register.

7.02 The officers of the Issuer are authorized and directed to prepare and furnish to the Lender of the Note and to bond counsel for the Note certified copies of all proceedings and records of the Issuer relating to the authorization and issuance of the Note and other affidavits and certificates as may reasonably be requested to show the facts relating to the legality and marketability of the Note as such facts appear from the official books and records of the officers’ custody or otherwise known to them. All of such certified copies, certificates and affidavits, including any heretofore furnished, constitute representations of the Issuer as to the correctness of facts recited therein and the actions stated therein to have been taken.

7.03 In the event of the absence or disability of the Chair or the Clerk-Treasurer, such officers or members of the Issuer as in the opinion of the Issuer’s attorney may act in their behalf shall, without further act or authorization, execute and deliver the Note, and do all things and execute all instruments and documents required to be done or executed by such absent or disabled officers.

7.04 No official statement or prospectus has been prepared or circulated by the Issuer in connection with the sale of the Note and the Lender has made its own investigation concerning the Issuer as set forth in a Lender’s certificate.

Section 8. Loan Agreement. The proceeds of the Note will be advanced to the Issuer in accordance with the terms of this Resolution and with a Loan Agreement between the Issuer, and the Lender (the “Loan Agreement”). The Chair and Clerk-Treasurer of the Issuer are hereby authorized and directed to execute the Loan Agreement substantially in the form currently on file in the office of the Issuer.

Section 9. Pre- and Post-Issuance Compliance Policy and Procedures. The Town Board has been provided with a Pre- and Post-Issuance Compliance Policy and Procedures which shall apply to qualifying obligations to provide for compliance with all applicable federal regulations

for tax-exempt obligations or tax-advantaged obligations (collectively, the “Policy and Procedures”). The Town Board hereby approves the Policy and Procedures which have been presented to the Town Board. The Clerk-Treasurer is designated to be responsible for post-issuance compliance in accordance with the Policy and Procedures.

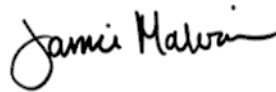
Fire Department Issues/Monthly Updates

Issues regarding the lack of information being provided to the township from the Fire Department needs to be addressed and fixed promptly. It was stated that Rob Stone will get data and calls from July 2016 to the present to Jamie as soon as possible.

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

The meeting was adjourned at 9:10 pm with a motion by Roger and second by Tony.

Respectfully Submitted by:

A handwritten signature in black ink, appearing to read "Jamie Malvin". The signature is written in a cursive, flowing style. Below the signature is a solid horizontal line.

**South Bend Township
Regular Meeting
August 7, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on August 7, 2018. Board members that were present were June Lonnquist, Bryan Wendland, Tony Albang, Roger Veldhuisen, and Chad Ruch. Also present were Melanie Hulscher, Deputy Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent, and Lyle Femrite from Bolton & Menk.

The meeting minutes from the June 19th meeting and the July 3rd meeting will be completed by the next meeting.

The Treasurer's report will be completed by next meeting.

MANAGER OF PUBLIC WORKS UPDATE

Justin presented estimates of areas needing blacktop patching.

Road/Intersection	WW Blacktopping	Nielsen Blacktopping
Pintail & Goldeneye	\$1,842.00	\$567.00
Le Sueur Avenue	\$1,972.00	\$1,836.00
Pintail & Badger	\$6,600.00	\$7,200.00

The board asked Justin to check with WW to see if their estimate was correct as the estimate for Pintail & Goldeneye was much higher than Nielsen's. Roger made a motion to go with the cheaper estimate after clarifying the estimate from WW Blacktopping. Bryan seconded the motion. All voted in favor and the motion carried.

WATER SUPERINTENDENT UPDATE

John reported that there is a lot of infiltration on the sewer system. He also told the board that on July 4th the Well had pumped about 30,000 gallons while the Sewer system pumped about 145,000 gallons. John and Justin had fixed some leaks but found that the infiltration was occurring in a pipe under Hawley Street. He brought a picture of the specific infiltration on Hawley Street and explained that it is very pressurized. If it is a crack in the pipe, he and Justin will try to fix the issue from inside the pipe. John also brought to the boards attention that in our ordinances he was unable to find anything on sump pumps having to be pumped outside. Roger and June both believed the that there was a line in the updated ordinances. They also felt it could be in the county ordinance. If it is not in the newer ordinance there will need to be a public hearing to amend the ordinance.

FIRE CHIEF UPDATE

Kyle Hulke reported that there was a structure fire last Sunday and they received mutual aid from Good Thunder, Lake Crystal, and North Mankato.

The Fire Department has had new pictures taken and would like to put either 5x7s or 8x10s of the individual fire fighters and a picture of the trucks up instead of a group and individual picture like they currently have. This will make it easier and more efficient for department turnover. He does not have

any estimates yet and may need to move the electrical. The board would like cost estimates before deciding.

Fire fighters involved in the anhydrous ammonia call are still receiving bills from the hospital. June explained that the incident reports were not given to Jamie until the beginning of July and that she, June, attended the July Fire Meeting to get the rest of the information needed to submit the claim. June was also notified that a fire fighter was injured in the structure fire and she is working on getting that claim submitted also. The fire department will be notified when the claim is complete.

The fire trucks are now back inside the fire station after the completion of the concrete project. Only one call occurred during the road project.

Lights on the tanker need to be replaced, Roger is getting estimates but does not have them all back yet.

Kyle also stated that the lights in the shop, hall and station should be replaced. As the type of bulb for a few of the fixtures are no longer being produced. Numerous rebates available to upgrade to LED. He will compile estimates for the next meeting.

The Fire Department also requested to either place dehumidifiers or air conditioning in the hall and fire station to combat the mold issue. After considerable discussion about the pros and cons of each idea, the topic was tabled until estimates are received.

Kyle also reported that Kiwanis Holiday Lights donated white tables for town hall use. Roger made the motion that Kyle will get rid of the tables. Bryan seconded the motion. All voted in favor and the motion carried.

RESOLUTION ACCEPTING DONATIONS

WHEREAS, South Bend Township is authorized to accept and maintain donations of real and personal property pursuant to Minn. Stat. § 465.03 for the benefit of its citizens; and

WHEREAS, the following persons and entities have offered to contribute the donations set forth below to the Township:

<u>Name of Donor</u>	<u>Donations</u>
1. Kiwanis Holiday Lights	Nine (9) 8 foot white tables
WHEREAS , the terms or conditions of the donations, if any, are as follows:	
<u>Donation Number</u>	<u>Terms or Conditions</u>

WHEREAS, the Township Board finds that it is appropriate to accept the donations offered.

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

1. The donations described above are accepted and shall be used in accordance with noted terms or conditions either alone or in cooperation with others, as allowed by law.
2. The town clerk is hereby directed to acknowledge to each donor the town's acceptance of the donor's donation.

CLERK/TREASURER UPDATE

Melanie let the board know that Jamie had her baby and was on maternity leave. She will be back sometime this fall.

NEW BUSINESS

LYLE FEMRITE- 2ND PIPE UNDERNEATH HIGHWAY & WATER AND SEWER EXPANSION

Lyle was present to update the Board on the blacktopping project and second well. The blacktopping project is almost complete and they are just working on finishing details. The second well is also progressing well and they will begin testing it on the 16th. Municipal Builders has not received payment for the June or July payment requests.

Lyle discussed installing a second pipe underneath the highway as a backup in case of a failure of the main pipe. Construction would require jack and boring under the highway and to install the second pipe and create a loop between the main pipe and the new pipe.

Lyle also discussed the expansion of the water and sewer system to enlarge the service area. He stressed our need to get in contact with our legislators, Julie Rosen and Jerry Munson, to possibly get funding like Waldorf and Blue Earth received for their water & sewer projects. The township could also acquire different funding from PFA or RD. Both options require the township to put together their proposals with layouts of facilities and realistic costs.

The board had requested the old plans from Bolton & Menk to review the affordability to service area which can also be used to make a case to our legislators for funding. Bryan suggested that we need to expand further than the old plans, going out to the homes near the golf course to make it work for everyone. The board will wait for a cost estimate from Bolton & Menk before deciding how to proceed.

208 ELEANOR STREET

There have been many calls and complaints regarding the overflow of cars at 208 Eleanor Street. The cars are on township land. There was discussion of how to notify the property owner. June will contact the sheriff to see how to proceed.

ORDINANCES

The town board has agreed that the ordinances need to be enforced and updated. The ordinances will be compiled and sent via email by the first September meeting.

OLD BUSINESS

RESOLUTION REGARDING FIVE MEMBER BOARD

June notified the board that we are not able to find the resolution that adopted the five-member board. This resolution is required to be on record for the bonding. Roger motioned to pass the resolution. The motion was seconded by Bryan. All voted in favor and the motion carried.

RESOLUTION ADOPTING OPTION A UNDER MINNESOTA STATUTES 367.30

WHEREAS, the South Bend Town Board has the authority to formally provide for a five member board of supervisors under Minnesota Statutes 367.30 to 367.36.

WHEREAS, South Bend Township desires to have a five member board of supervisors.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board adopts a five member board of supervisors as provided in sections 367.30 to 367.36, otherwise called Option A under Minn. Stat. Sec. 367.30.

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

The meeting was adjourned at 8:45 pm with a motion by Roger and second by Tony.

Respectfully Submitted by:

A handwritten signature in cursive script that reads "Melanie Hulscher". The ink is dark and the signature is written on a light-colored background.

Melanie Hulscher, Deputy Clerk/Treasurer

**South Bend Township
Regular Meeting
August 21, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:15 pm on August 21, 2018. Board members that were present were June Lonnquist, Bryan Wendland, and Tony Albang. Roger Veldhuisen and Chad Ruch were absent. Also present were Melanie Hulscher, Deputy Clerk/Treasurer, Justin Samuelson, Public Works Manager, John Roessler, Water Superintendent, and Lyle Femrite from Bolton & Menk.

MANAGER OF PUBLIC WORKS UPDATE

Justin reported that he contacted WW Blacktopping in regard to their estimate and they provided him with a correct estimate. Justin has contracted with Nielsen's because there were necessary items not included in WW's estimate and the project should be completed in September.

NEW BUSINESS

S. FINCH STREET VACATION

Howard Haugh, St. Andrews Title & Exchange, Inc., was present with Vernon Amundson's son, representing Amundson, 600 LeHillier Street, and Darwin and Faith Brekhus, 524 LeHillier Street, to request the vacation of a portion of S. Finch Street between LeHillier Street and highway 169 that is located between the two properties as the garage of 600 LeHillier Street is in the middle of the roadway and a vacation is needed to process the sale of the property. Bryan made a motion to vacate the section of S. Finch Street north of LeHillier Street to highway 169 with a utility easement along the center of the vacated road. Tony seconded the motion. All voted in favor and the motion carried. June will work on the paperwork with Melanie.

**RESOLUTION VACATING A PORTION OF FINCH STREET, FORMERLY KNOWN
AS WILSON STREET**

WHEREAS, a petition to vacate the following described road was delivered to the clerk by Vernon W. Amundson, 600 LeHillier Street (Chapman Street), and Darwin and Faith Brekhus, husband and wife, 524 LeHillier Street (Chapman Street), and discussed at the regular town meeting on September 4, 2018;

South Finch Street, formerly Wilson Street, lying between lots 13/14, block 15 of Riverside Park Addition and lots 13/14/15, block 24 of LeHillier City.

WHEREAS, no persons other than the Petitioners would be affected by the vacation, and thus Notice in accordance with Minn. Stat. § 368.01, is not necessary, and

WHEREAS, the portion of the street for which vacation is sought has never been opened or used as a public street, and

WHEREAS, notice of a public hearing to hear input on said vacation was mailed to all abutting property owners, published in the local newspaper and posted at the Township Hall, and

WHEREAS, the petitioners and their predecessors in title have made exclusive use of the subject portion of South Finch Street (Wilson Street) for over 50 years, and

WHEREAS, the Township reserves a 15' utility easement, and

NOW THEREFORE BE IT RESOLVED, that South Finch Street (Wilson Street) lying between lots 13/14, block 15 of Riverside Park Addition and lots 13/14/15, block 24 of LeHillier City shall be vacated, and

BE IT FURTHER RESOLVED, that a 15' utility easement shall be established and said 15' utility easement shall lie 7.5' on either side of the centerline of the vacated portion of South Finch Street (Wilson Street), and

BE IT FURTHER RESOLVED, that this Resolution shall be recorded in the office of the County Recorder, Blue Earth County, Minnesota, to indicate the vacation of said street for public road purposes.

MANKATO MEMORANDUM OF UNDERSTANDING

Melanie presented a letter from Mark Winson regarding the June 11, 2018, Mankato City Council meeting. On June 11, the Council approved a resolution approving a memorandum of understanding (MOU) with Customer Communities to establish replacement and debt service charges. Tony made a motion to approve and sign the request regarding the Waste Treatment Facility. Bryan seconded the motion. All voted in favor and the motion carried.

RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) WITH CUSTOMER COMMUNITIES TO ESTABLISH REPLACEMENT AND DEBT SERVICE CHARGES

WHEREAS, the City of Mankato provides sanitary sewer treatment services to South Bend Township, for providing treatment based on the User Charge System; and

WHEREAS, the replacement charge, which is used to repair and/or replace existing capital equipment, has been based for 2016 and 2017 on 75% of the depreciation on bonded capital improvements and 100% of depreciation on the non-bonded capital improvements; and

WHEREAS, the recently completed Wastewater Rate Study recommends that the annual capital maintenance (replacement) charge be set at \$600,000 in order to provide sufficient funding to repair and/or replace capital equipment; and

WHEREAS, the debt service charge has been based on actual principal and interest expenses; and

WHEREAS, the capital improvement schedule anticipated in the Water Resource Recovery Facility and Regional Trunk Line Long-Range Facility Plan, would result jumps in debt service charges when new debt is added to construct the capital improvements; and

WHEREAS, it is in the common interest of the City of Mankato and the Customer Communities to establish a method to maintain a reasonably consistent annual increase in charges by generating excess funds for debt service before new debt is put in place.

NOW THEREFORE, IT IS MUTUALLY AGREED that:

1. The replacement charge is set at \$600,000 annually starting in 2018, with the understanding that the amount of this charge will be evaluated every five (5) years, and;
2. The debt service charge, starting in 2019, will be set at 2.75% greater than the previous year debt service charge through 2023, and;
3. The revenue in excess of actual annual debt service will be held by the City of Mankato in an account specifically established to be used to reduce future bonded capital improvement debt and/or future debt service payments, and;
4. The City of Mankato will annually provide to all Customer Communities an accounting of the revenues, expenses and cash balance of the fund and a recommendation on any changes that may be necessary to the debt service charge.

2019 LEVY

The 2019 Township Levy was discussed. After considerable discussion, Bryan made a motion to place the Fire Department's request for funds into the General Fund for the 2019 Levy until it is requested by the Fire Department and a reason to release it. Tony seconded the motion. All voted in favor and the motion passed. The levy will be certified as follows:

Township Revenue (General) Fund	\$229,000.00
Road & Bridge Fund	\$150,000.00
Dike Fund	\$45,000.00
Road & Bridge Capital Reserve	\$30,000.00
Total Certified Levy	\$454,000.00

RESOLUTION APPROVING 2018 TAX LEVY, COLLECTIBLE IN 2019

BE IT RESOLVED by the Board of Supervisors of the Township of South Bend, County of Blue Earth County, Minnesota, that the following sums of money be levied for the current year, collectible in 2019, upon taxable property in the Township of South Bend, for the following purposes:

Township Revenue (General) Fund	\$229,000.00
Road & Bridge Fund	\$150,000.00
Dike Fund	\$45,000.00
Road & Bridge Capital Reserve	\$30,000.00
Total Certified Levy	\$454,000.00

The town clerk is hereby instructed to transmit a certified copy of this resolution to the county auditor of Blue Earth County, Minnesota.

PAY EQUITY NON-COMPLIANCE

The township received a first notice of non-compliance of pay equity as the Clerk/Treasurer has a higher job classification than the public works manager. Bryan feels that someone from the state needs to be present to explain this to the Board. After a heated discussion, issue was tabled until next meeting.

WATER BILL ISSUE

Shirley Rosenau had an issue with her bill. The meter cleared out the previous reading and charged her for 756 units instead of 80. Melanie and Jamie corrected the bill but Melanie had to restore Quik Water from a previous version causing the issue to happen again because the credits were not reapplied. Shirley is requesting to be reimbursed for her time to correct the issue. Bryan and Tony said that we are not paying her for her time.

OLD BUSINESS

UTILITY EXTENSION

Lyle was present to present the work plan and budget for professional engineering services related to a preliminary engineering study and the preparation of a preliminary engineering report for the extension of sanitary sewer and water service to existing developed areas within the township. A water and wastewater system would need to be laid out as the previous plans and designs only included a small portion of the hilltop area. The capacity of the current system would also need to be looked at. They would evaluate financing alternatives for outside sources for the water and wastewater improvements.

The cost for all the items would be a lump sum fee of \$20,000 and the timeline would be approximately 4 months. The project was tabled until the new year.

Blacktopping is 95% done with shouldering work and seeding still needed. Project is currently coming in under budget.

The pump rate on well #1 has gone down substantially over the last few months. The water column was replaced in 2009 due to holes and it is suspected to be the same issue. The pump/motor/water column will need to be pulled and rebuilt. Worst case scenario cost-wise is \$24,000. A new French drain is needed to provide adequate draining, cost of \$2,394. The MN Department of Health has also required that an existing cable that runs over to the generator be moved further away from the well, cost of \$1,025. Lyle would also like the board to consider adding an additional gate valve on the outside of the building to route water through the hydrants versus shutting down to the first three houses, costing \$8,072. All these items should be able to be added to the current project and reimbursable under the EPA grant. Bryan made a motion to move ahead with change orders 2, 3, and 4 and pulling of the first well. Tony seconded the motion. All voted in favor and the motion carried.

Bryan had a few questions concerning after a walk-through of the well house. He is wondering why we didn't include painting on the other half of the well house and why the door frames are hollow instead of filled with concrete? Lyle will check with contractors, but the items were added last minute and are not fully finished.

ORDINANCES

The board has read through the Ordinances and all of them need to be rewritten or rescinded. Further discussion was tabled until a later date.

MISCELLANEOUS

Bryan made a motion to have Justin write up a report and give to Jamie for the meeting packet and then John and Justin not attend the monthly meetings unless they are requested to attend by the Board or have bids needing approval. Tony seconded the motion. All voted in favor and the motion carried.

June presented a letter from the Office of the State Auditor stating that the relief association has not filed their audit paperwork for 2017 yet and it can result in lost state aid money.

The Fire Department has also been awarded a grant but has not notified the Board on the specifics or that they were even awarded the grant.

At the May regular fire meeting, Dan Cline, Assistant Chief, resigned from the department effective 5/31/18. They have not held a special election yet for the position.

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

The meeting was adjourned at 9:45 pm with a motion by Bryan and second by Tony.

Respectfully Submitted by:

A handwritten signature in black ink that reads "Melanie Hulscher". The signature is written in a cursive style with a large, stylized 'M' and 'H'.

Melanie Hulscher, Deputy Clerk/Treasurer

**South Bend Township
Regular Meeting
September 4, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on September 4, 2018. Board members that were present were June Lonnquist, Bryan Wendland, Tony Albang, Roger Veldhuisen, and Chad Ruch. Also present was Justin Samuelson, Public Works Manager. The Chair took minutes.

No past minutes or financials were available.

MANAGER OF PUBLIC WORKS UPDATE

Justin presented quotes for hydroseeding Badger Lane. Chad made a motion to accept the quote from Evergreen Companies. Bryan seconded the motion. All voted in favor and the motion passed.

Justin reported that SMC/Ponderosa needed to add gravel to Gooseberry Lane. Justin has talked with Dan at SMC and was told that they have a record of putting gravel on the road but skipped adding gravel in 2017. Justin will contact Dan and request that they notify him at the time the gravel is being laid so that he can blade it at that time also.

FIRE DEPARTMENT UPDATE

Chasse Critzer and Kyle Hulke were present to report on department activities.

The department responded to two calls: one car accident and one downed power line. The cable ended up being from Charter and not a downed power line.

The fire fighters sent flowers to Rodney Groth's funeral.

Chasse presented a request for approval regarding new equipment that their equipment committee determined were high priority. Roger made a motion to purchase the proposed equipment from Alex Air in the amount of \$14,200. Bryan seconded the motion. Roll Call: Chad, Roger, Bryan, June = yes; Tony = no. Motion passed.

Bryan asked the representatives if the department was considering any fund raising for the future as most of the departments in the area fund raise. The department would like to but need to discuss when and which types of fund raisers they want to commit to as a group first.

The Fire Department would like the Board to consider new light fixtures for the town hall. They have previously presented a quote for replacement cost, but labor was not included. Bryan would like to contact an electrical company that he has worked with to get another quote. The Board would also like to contact Xcel for a cost analysis and qualifying rebates for the upgrade.

Air Conditioning the building to reduce mold in the fire trucks was discussed. Due to the lack of insulation in most of the building, energy costs would potentially make air conditioning prohibitive.

The ISO Report gives the fire department a Public Protection Classification of 06/6X, effective December 1, 2018. This rating is used by insurance companies to set homeowner insurance rates.

NEW BUSINESS

AFI BLUFF STABILIZATION VARIANCE REQUEST

Ted and John from AFI were present to discuss their Bluff Stabilization project. They have been working with Blue Earth County and Bolton & Menk. The proposed project will require the movement of approximately 30,000 cubic yards of material and the disturbance of approximately 3.4 acres of land. The property is zoned Light Industrial and is described as Lot 2, Block 1 of the Turtle/Klammer Subdivision.

The project will first remove the existing trees, brush, and other vegetation on the slope. The topsoil will then be removed and stored for reuse in the project. The sandstone will then be shaped into a series of steps that extend 9-feet horizontal to 3-feet vertical. The salvaged topsoil will then be respreads at a uniform 3:1 slope (horizontal to vertical). After the topsoil has been spread, a synthetic turf reinforcement mat will be installed and anchored to the manufacturer's specifications. Once this step is completed, the disturbed area will be sprayed with a hydroseed mix and erosion control logs will be staked into the slope. Any excess material from the stabilization project will be utilized onsite to minimize impacts to roadways, and the excess material that cannot be used onsite will be disposed of off-site.

Roger made a motion to recommend approval of the variance by Blue Earth County and any additional permits required for the project. Tony seconded the motion. All voted in favor and the motion carried. Ted and John will keep the board informed of progress and permits needed for their further expansion.

OLD BUSINESS

UTILITY EXTENSION

Lyle Femrite of Bolton & Menk was present to discuss a cost estimate to develop expansion of water and sewer services to the greater South Bend Township area. Currently, the service area is about 120 acres. The proposed expansion would cover approximately another 400 acres. The cost for developing the plan for possible water and sewer expansion would be a \$20,000 lump sum. Discussion by the Board was that the \$20,000 was too expensive for the property owners and the prospect of developing the plan would take five or more years and could be outdated by the time it would be implemented. There was discussion of a public hearing before moving further with the expansion plan expense. No grants are available without a definitive plan in place. The township would also have to work closely with the City of Mankato to determine a best route for handling the sewer extension. The project was tabled for further review.

Lyle also asked about payments for WW Blacktopping. June will work with the Deputy Clerk and Justin to determine what had been paid and what was still needing to be paid.

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

The meeting was adjourned at 9:00 pm with a motion by Bryan and second by Roger.

Respectfully Submitted by:

June Lonnquist, Board Chairperson

**South Bend Township
Regular Meeting
September 18, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on September 18, 2018. Board members that were present were June Lonquist, Tony Albang, and Chad Ruch. Bryan Wendland and Roger Veldhuisen were absent. The Chair took minutes.

No past minutes or financials were available. Chad asked if they would be available for the next meeting. June will work with Mel to get them to the Board before the next meeting.

OLD BUSINESS

S. FINCH STREET VACATION

Tony made a motion to vacate the section of S. Finch Street, with the retention of a utility easement, between the properties located at 600 LeHillier Street and 524 LeHillier Street. Chad seconded the motion. All voted in favor and the motion carried.

Chad and Tony both mentioned that the flappy guy on the water tower was gone and the birds were back. Fall migration should be soon and further discussion concurred that there was n point in putting it back up until spring.

The meeting was adjourned at 7:08 pm with a motion by Tony and second by Chad.

Respectfully Submitted by:

June Lonquist, Board Chairperson

**South Bend Township
Regular Meeting
October 2, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on October 2, 2018. Board members that were present were June Lonnquist, Tony Albang, Chad Ruch and Roger Veldhuisen. Bryan Wendland was absent. Also present were Kyle Hulke and Chasse Critzer, Fire Department. The chairperson took minutes.

Minutes and financials were not available.

MANAGER OF PUBLIC WORKS & WATER SUPERINTENDENT UPDATE

Justin is working with Traut on the pipe and pump from well #1. They have removed it for further inspection. No action needed at this time.

FIRE CHIEF UPDATE

Kyle and Chasse informed the Board that Chasse was the new Assistant Chief and Kyle was now a Lieutenant.

Chasse informed the Board that some of their new equipment had been received and would be inventoried and placed on trucks. There will be training with the new cameras soon. He also reported that the department had recently done an extraction training. The department has also toured a house that they could possibly use for a house burn training. The owner will notify the department if the burn can be permitted.

Roger said that the department will be providing fire protection for Northern Frights on October 12 and 13. They were asked to provide one truck and two firefighters each night.

Kyle presented a quote to replace a non-working light bar on truck 5415. Fleet Pride quoted \$885.86 for the part plus \$150 to install if Cory and/or Roger were not able to do the installation. Roger made a motion to approve the purchase as it is a safety issue. Chad seconded the motion. Roll call: Yes—Roger, Chad, June; No—Tony. Motion passed 3-1.

Kyle reported that the Mankato Eagles Club would like to cover part of the cost of new chevrons for the trucks with a donation of up to \$2,100.

Chasse reported that there is a need for new, reliable equipment as the pump is broken and the hoses were donated and are over ten years old. He estimated the cost to be between \$38,000 and \$40,000. The Board requested a detailed bid be brought to the November meeting.

With the Cancer Initiative, the Fire Department has requested a household washer/dryer set at no cost through the State. They have also applied for a grant through the State Fire Marshall for a new industrial set.

NEW BUSINESS

CONDITIONAL USE PERMIT-SN MANKATO LLC & WW LAND COMPANY LLC

Phil Watkins was present to discuss a conditional use permit needed for a ravine stabilization project. The site involves three properties and includes a ravine system needing repair. Two of the properties are owned by SN Mankato and one by W W Land Company. The stabilization project will include cutting and/or filling in a bluff impact zone, which requires approval of a conditional use permit. The project has been designed by an engineer. A variance request was scheduled to be reviewed by the Board of Adjustment on October 3rd. The variance request was to increase the allowed three-feet horizontal to one-foot vertical backslope to two-feet horizontal to one-foot vertical. After discussion of how the project would proceed, Roger made a motion to support the conditional use permit and notify Blue Earth County. Chad seconded the motion. All voted in favor and the motion carried.

OLD BUSINESS

PAY EQUITY/PERSONNEL EXPECTATIONS

The meeting was closed at 8:15 pm by the Chairperson for further discussion on personnel matters. It was decided to conclude the discussion at the October 16, 2018 meeting.

The meeting was adjourned at 8:30 pm with a motion by Roger and second by Tony.

Respectfully Submitted by:

June Lonnquist, Board Chairperson

**South Bend Township
Regular Meeting
October 16, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on October 16, 2018. Board members that were present were June Lonnquist, Roger Veldhuisen, and Bryan Wendland were present. Chad Ruch arrived at 7:42 pm. Attorney Christopher Johnson arrived at 7:30 pm.

Minutes from the July through September regular meetings were presented. Roger motioned to table the minutes for review and approve them at the November regular meeting. Roger 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 UPDATE

June read a memo from Justin regarding his current and upcoming projects.

Justin requested to drive the Township truck home to allow for parts pickup and road inspection on the way to work. After discussion, Bryan made a motion to not approve the request. Roger seconded the motion. All voted in favor and the motion passed.

Justin received bids from Maguire Iron, Inc, and KLM Engineering to clean out and inspect the water tower. Roger made a motion to accept the bid from Maguire Iron for services from 2019 through 2027 at the rate of \$1,550 for a bi-annual contract. All voted in favor and the motion carried.

KLM Engineering also submitted a quote for a mixer for the water tower. The mixer would keep ice from forming on top of the water level within the tower. There was discussion about filling the tower to a different level in the winter months versus have a mixer installed. The subject was tabled until more information can be given.

Jon Roessler requested permission to apply for a 100% matching grant from the Minnesota Department of Health in the amount of \$10,000 to be used for a second pipe under Highway 169 to supply the water system in the even that it should be needed. Bryan made the motion to proceed with the grant process. Roger seconded the motion. All voted in favor and the motion carried.

Justin received the Annual Inspection Report from the Army Corp of Engineers for the dike. Further review and compliance action plan will be discussed with Justin.

Minnesota Department of Health Sanitary Survey Report was presented for information.

FIRE CHIEF UPDATE

Roger reported that the Fire Department provided fire protection on October 11th and 12th for Northern Frights.

The Relief Association will receive \$8,942.92 in Fire Aid and \$2,127.92 in Supplemental Aid from the State of Minnesota for a total of \$11,070.84. It was noted that the audit and necessary papers for 2017 still need to be filed and that disbursement could be delayed. No action needed by the Board, information only.

CLERK/TREASURER UPDATE

Updates

- Completing 3rd Quarter Reports
- Preparing for November 6th General Election
- Finalizing Assessments for 2018 Road Projects
- Beginning organizing documents for the end-of-the-year and 2018 audit

Correspondence

- The September water bills did not get processed/mailed as Melanie was preparing for the October 2nd meeting. Jamie, Justin, and Melanie have been calling back residents and explaining the situation. Bills ran at the end of October will have September and October usage. As it was our error, we will not have late fees for payments/partial payments made in November and December. All payments made before 10/25/18 will be shown on the October 31st billing. We will also be putting a note on the back of the card to explain the problem. Certification of delinquent accounts will be based on the accounts past due as of the August billing if not brought current before November 25th.
- The Board received a letter from Shirley Rosenau requesting another adjustment to her water bill. Her bill was incorrect in July. Jamie and Melanie corrected it but as the billing system does not allow us to print bills/corrections mid-cycle she was informed that it would be credited on her next bill. Unfortunately, Melanie had issues with the system and had to restore a previous version of information so when the next bill went out, it still showed the incorrect amount. The board felt that no reduction in the bill was necessary as it was a billing error that had been corrected.
- BECATO annual holiday dinner and meeting will be December 6th, please let Jamie know if you plan to attend so that she can forward the number to Valerie.
- MAT Annual Meeting is November 15-17 in Duluth. Registration is due by November 1st so please let Jamie know if you plan on attending. A full schedule and details can be found on the MAT website or in the most recent issue of the *Township Insider*.
- Jamie is working with Teresa at Bolton & Menk to get a progress report to the EPA and to submit the related invoices.

NEW BUSINESS

APPOINT ELECTION JUDGES

Jamie also presented the election judges for appointment for the November 6, 2018, General Election. Roger motioned to accept the election judges as presented on the condition that they have completed the necessary training. Bryan seconded the motion. All voted in favor and the motion carried.

RESOLUTION APPOINTING ELECTION JUDGES FOR STATE GENERAL ELECTION

WHEREAS, Minnesota Statutes Section 204B.21, subd.2 requires the Town Board, as the governing body of the town, to appoint Election Judges for the State General Election scheduled to be held Tuesday, November 6, 2018; and

WHEREAS, the election judges must meet the qualifications set out in Minnesota Statutes 204B.19 including eligibility to vote; and

WHEREAS, the minimum number of required election judges for the town election pursuant to Minnesota Statutes Section 204B.22 has been determined to be four for the November 6, 2018 Statewide General Election;

NOW THEREFORE LET IT BE RESOLVED that the Town Board of South Bend Township, Blue Earth County, Minnesota, hereby appoints the following election judges to serve in the Statewide General Election on Tuesday, November 6, 2018, pending completion of required training:

- Ruth Schreiber
- Steve Flo
- Heidi Holmes
- Melanie Hulscher (Head Judge)
- Jamie Malvin (Head Judge)
- Liz Madsen

BE IT FURTHER RESOLVED that the Town Board hereby authorizes any election judge to be compensated as required by Minnesota Statutes Section 204B.31, in an amount set by the Town Board at \$12 per hour for election judges and \$22 per hour for the head election judge, which is not less than the prevailing Minnesota minimum wage, plus mileage.

DATA REQUEST

The Township has received a request for data from American Transparency requesting employee income and other financial information under the Minnesota Data Practices Act. As Townships outside the Twin Cities metropolitan area are not subject to the State's Data Practices Act because of its complexity and townships' lack of full-time staff to comply with the Act. Attorney Chris Johnson recommended declining the request. Bryan made a motion to decline the request. Roger seconded the motion. All voted in favor and the motion carried.

CHARTER MERGER

Charter submitted a notification regarding the merging of Charter into Spectrum Mid-America, LLC, and the assignment of the cable franchise to Spectrum Mid-America, LLC. No action was necessary.

1900 GRANT DRIVE

Jamie received a notification letter from Blue Earth County regarding the property at 1900 Grant Drive. The property is being forfeited to the State of Minnesota for nonpayment of property taxes. Before going up for auction, the Township has first choice as to if they want to take on the property. No action was taken by the Board.

OLD BUSINESS

THRO PROPERTY

Chris Johnson has requested more information for the contact for the Thro property. June will provide.

2018 BLACKTOPPING

The 2018 Blacktopping Project came in under bid. Roger made a motion to assess \$1,000 over the final cost of Grant Drive, Mathews Street, McKinzie Street, and Fire Hall Streets to cover administrative expenses and then proceed with the street assessments. Bryan seconded the motion. The final cost plus \$1,000 is still less than the planned assessments. All voted in favor and the motion carried.

****MEETING WAS CLOSED AT 8:00 PM FOR EMPLOYMENT ISSUES****

****MEETING WAS REOPENED AT 10:20 PM****

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

The meeting was adjourned at 10:35 pm with a motion by Roger and second by Chad.

Respectfully Submitted by:

June Lonquist, Board Chairperson

**South Bend Township
Regular Meeting
November 13, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on November 13, 2018. Board members that were present were June Lonnquist, Bryan Wendland, Tony Albang, Roger Veldhuisen, and Chad Ruch. Also present was Jamie Malvin, Clerk/Treasurer.

Minutes from the following meetings were read for information and approval:

- July 3, 2018 Public Hearing and Regular Meeting
- August 7, 2018 Regular Meeting
- August 21, 2018 Regular Meeting
- September 4, 2018 Regular Meeting
- September 18, 2018 Regular Meeting
- October 16, 2018 Regular Meeting

Roger motioned to approve the minutes as amended. Tony seconded the motion. All voted in favor and the motion carried. Roger pointed out that we were missing minutes from the October 2, 2018, Regular Meeting. Jamie and June will find them for the next meeting.

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 UPDATE

Jamie presented a memo from Justin. The landscaping on Badger Lane is almost complete. There is a small area that Evergreen needs to complete. Weather permitting, it will be completed this fall. If the weather doesn't allow, it will be done in the spring. Bryan made a motion to hold the payment to Evergreen until the work has been completed. Chad seconded the motion. All voted in favor and the motion carried.

He has completed mowing and marked more culverts.

The storm sewer in the alley between S. Pond and S. Finch has been plugged causing flooding in some of the garages along the alley. Empire Pipe was able to clear about 80' of it but there is 180' that should be replaced. The pipe is very shallow with little cover. To fix it correctly by lowering the storm drain would be very costly, require some utilities to be moved, and cause some easement issues. I have estimates to replace the storm sewer at the current depth and some ditch cleaning in the alley.

Lorentz Construction	\$6,400.00
Crystal Construction	\$18,086.00

After some discussion, Chad and Bryan requested a new estimate with a 10" galvanized corrugated metal pipe instead of a dual wall plastic pipe. Justin will get estimates for the next meeting.

A culvert on 198th Lane has separated and is causing the road shoulder to erode.

Lorentz Construction	\$75,000.00
Crystal Construction	\$2,200.00

After discussion, Paul suggested that the township could purchase and install rip rap before replacing the culvert. Chad made a motion to accept the bid from Crystal Construction for providing and installing

40' of 18" CWP with one apron on inlet end and re-gravelling of the road. Justin will coordinate with Paul as to when the rip rap needs to be installed.

Justin has received an estimate from Lorentz Construction for erosion control on Garland Lane for the damage done during the June storms. As there is only one estimate, the Board has requested Justin to contact SMC, Holtmeier, and DMI for additional estimates before moving forward on the project.

Justin has repaired the water tower vent and lights in the tower stem. He has also replaced the lights on top of the tower.

The control room of the pump house has been painted and new lights have been installed.

Justin has received estimates for the removal of trees within the dike easement and some tree trimming along some of the township roads.

Mankato Landshapes	\$11,815.00
Pfeffer Tree Service	\$11,100.00

Bryan made a motion to contract with Mankato Landshapes as long as stumps are compacted to Corp of Engineer specifications minus the trimming of the tree at 616 McCauley Street. Chad seconded the motion. All voted in favor and the motion carried.

Justin was notified that there are two properties on Eleanor Street that are not in compliance with the Corp of Engineers in regards to structures being too close to the dike and was wondering if letters should be sent to the property owners. After discussion, the Board agreed letters should be sent but want clarification and pictures presented to the Board before the letters are mailed.

Over the next month, Justin will be cutting shoulders and removing trees from ditches as weather allows. He is also preparing the snow equipment.

CLERK/TREASURER UPDATE

UPDATES

- 3rd Quarter Reports are complete and filed
- Election went smoothly, had about a 72% turnout and had many compliments on Justin
- Assessment letters for 2018 Road Projects were mailed
- The audit engagement letter has been signed and audit is set for February 1, 2019. Cost is \$8,050, up from \$7,850 for the 2017 audit.
- Beginning organizing documents for the end-of-the-year and 2018 audit
- I have received two estimates to test the air quality of the township hall as there has been a sweet smell when the fan is running.

MN Mold Guys	Initial Consultation \$650.00
Premier Restoration	\$200

The Board does not want to proceed at this time.

- A vehicle hit the building causing damage to my office and the outside of the building. I have started a claim with MATIT and their adjuster has been out. Our next step is to have contractors give estimates for the necessary repairs.
- Insurance premiums for 2019 will be increasing by 2.5%

CORRESPONDENCE

- BECATO annual holiday dinner and meeting will be December 6th, please let Jamie know if you plan to attend so that she can forward the number to Valerie.
- Jamie is working with Dan and Teresa at Bolton & Menk to get well-related invoices submitted for reimbursement.
- The 2017 Fire Relief audit has not been completed. They have until November 30, 2018, to get it completed before they could lose their state aid. Rob has been notified.
- June spoke with Scott Morgan, Mankato Township, concerning a TAP Application that he submitted on behalf of the two townships for bridge removal. He is also working with another office that might have access to funds to remove the bridge from the site. He will forward additional information as he receives it.
- Wanda Kump, 536 Neubert Lane, contacted the township after a visit from the BEC Sheriff's Department concerning her driveway. Her driveway is technically still a township road but she has been paying to maintain/plow it for the last 8 years. She would like the township to maintain it since it is a township road and would like someone from the board to contact her to discuss the situation.
- The City of Mankato has overlooked the recurring invoice for sanitary sewer treatment services for 2018. Payments will be spread through March 2019.

FIRE DEPARTMENT UPDATE

Kyle Hulke was present to report on department activities. There were 7 fire calls in September and October.

The relief association is not set up to do fundraising and the township cannot be a 503(c). Rob is waiting for the president and secretary to complete their parts of the relief association forms. Kyle will follow up with the officers tomorrow to make sure that documents are submitted by the 30th.

Jamie gave Kyle a copy of the township tax exempt form for the donation to fix the fire trucks. He will contact Jamie if it is not the form that is needed.

Jamie and Rob will have the compensation figured out by the December 18, 2018, meeting.

NEW BUSINESS

CONDITIONAL USE PERMIT-ALEX HOFF, A TRAIN TRANSPORT LLC

Alex Hoff was present to present a proposal for operating a trucking company, with on-site truck repair, to be located at 54456 Gadwall Road. The site has a current conditional use permit but a new one is needed due to the on-site truck repair. Mr. Hoff currently has seven trucks but hopes to expand to twenty. After discussion concerning hazardous materials and ground contamination, Roger made a motion to approve the conditional use permit if Blue Earth County conditions and permits are met. Bryan seconded the motion. All voted in favor and the motion carried.

CANVAS OF ELECTION

Jamie presented the Abstract of Votes Cast for the township at the State General Election held on November 6, 2018. The results for the three supervisor seats are below:

POSITION	VOTES CAST
SEAT 1	
WRITE IN	79
SEAT 2	
JUNE LONNQUIST	480
WRITE IN	14
SEAT 3	
ROGER VELDHIJSEN	484
WRITE IN	16

Leroy McClelland was declared the winner of seat 1 with 12 votes. June Lonnquist was declared the winner of seat 2 with 480 votes. Roger Veldhuisen was declared the winner of seat 3 with 484 votes. The Board certified the results. Jamie will contact Leroy and issue Certificates of Election after the seven day waiting period.

OLD BUSINESS

PAY EQUITY/JOB EXPECTATIONS

Discussion will continue tomorrow, November 14, 2018, when township attorney Christopher Johnson is present.

Tony made a motion to pay bills as presented with the exception of the invoice from Evergreen Companies as the work has not been completed. Roger seconded the motion. All voted in favor and the motion carried.

The meeting was recessed at 9:35 pm with a motion by June and second by Roger and will reconvene November 14, 2018, at 5:00 pm.

The November 13, 2018, meeting was reconvened at 5:14 pm on November 14, 2018. Board members present were June Lonnquist, Tony Albang, Bryan Wendland, and Roger Veldhuisen. Chad Ruch was absent. Also present were Chris Johnson, Township Attorney, Justin Samuelson, Public Works Manager, Rob Stone, Fire Chief. Jamie Malvin, Clerk/Treasurer, was absent. The Chairperson took minutes.

June closed the meeting at 5:14 pm to continue the discussion over job expectations. The meeting was reopened at 7:30 pm.

Bryan made a motion to set the Public Works hours as 7:00 am to 3:30 pm, with a mandatory half hour unpaid lunch and two paid 15-minute breaks each day. Roger seconded the motion. Motion passed.

Roger made a motion to establish overtime for snow removal and emergency situations with all other overtime needing prior board approval. Tony seconded the motion. Motion passed.

Roger made a motion to establish a procedure where the Clerk/Treasurer will take over all service and fire call billings for the Fire Department. The Fire Department will provide all necessary information to the Clerk/Treasurer so that the Clerk/Treasurer can fulfill this service for the Board. No second. Motion failed.

Tony made a motion that South Bend Township will proceed with billing the client or their insurance company for the client's incident serviced by the Fire Department and that the billing process is to be handled by the Clerk/Treasurer. Roger seconded the motion. Motion passed.

Bryan made a motion that the Clerk/Treasurer's hours for the Fire Department billings are to be paid by the Fire Department monthly. When the call funds are received, the full amount received is to be credited to the Fire Department. Tony seconded the motion. Motion passed.

Tony made a motion that the Clerk/Treasurer have set hours from 9:00 am to 4:00 pm, with a 60-minute unpaid lunch and one 15-minute break. The Clerk/Treasurer will work an additional two hours more per week to fulfill the 32 hours/week for full-time status. Bryan amended the motion to include the Clerk/Treasurer needed to be in the office from 3:00 pm to 4:00 pm each day to respond to any calls received while attending errands, meetings, or lunch. Roger seconded the motion and amendment. Motion passed.

Tony requested that the hours and processes be reviewed in 6 months.

Roger made a motion to adjourn the meeting at 8:12 pm. Bryan seconded the motion.

Respectfully Submitted by:

A handwritten signature in dark ink, appearing to read "Jamie Malvin". The signature is fluid and cursive, with the first name "Jamie" written in a larger, more prominent script than the last name "Malvin".

Jamie Malvin, Clerk/Treasurer

**South Bend Township
Regular Meeting
December 18, 2018**

The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:03 pm on December 18, 2018. Board members that were present were June Lonnquist, Bryan Wendland, Tony Albang, Roger Veldhuisen, and Chad Ruch. Also present was Jamie Malvin, Clerk/Treasurer.

Minutes from the October 2, 2018, and November 13, 2018, regular meetings were read for information and approval. Roger motioned 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 UPDATE

Jamie presented a Resolution Authorizing Governmental Unit to be a Party to Minnesota Water Agency Response Network. Justin had a meeting with a representative from Minnesota Rural Water and the representative had suggested that the township pass the resolution. After discussion, the item was tabled until we can see which other local communities have passed the resolution.

Jamie presented quotes for a mixer for the water tower. After looking over the quotes and some discussion concerning what the township has previously done to prevent freezing, the topic was tabled until Justin and/or John can be present at the meeting.

The storm sewer in the alley between S. Pond and S. Finch was revisited as Paul Sekoya and Rob Stone were present to give updated quotes to the Board per requests from the November 13, 2018, meeting. The updated quotes were

Lorentz Construction	\$17,030.95
Crystal Construction	\$9,750.00

Roger made a motion to go with the low bid from Crystal Construction. Bryan seconded the motion. All voted in favor and the motion carried.

CLERK/TREASURER UPDATE

UPDATES

- Jamie was notified by Kimberly at Abdo that there was some money misclassified in 2017. The township received \$1,000 that should have been given to the relief association but was classified as a training reimbursement. It will be itemized and disbursed on the relief association's 2018 check.
- Jamie was notified by the Minnesota Department of Revenue that due to the increased amount of sales tax being paid on water and sewer invoices the township will now need to file and pay the sales and use taxes monthly instead of quarterly.
- Jamie was notified of an update for Quik Water that will allow for online payments and emailed bill but is unsure of the cost, if any, for the services.
- There were 11 delinquent water and sewer accounts assessed to properties in November totaling \$3,564.75.
- Jamie will be attending a training put on by MAT on Thursday, January 10, 2019.

- Jamie notified the Board that there will be a 2020 Census Training on March 6, 2019, in Mankato that all public officials are recommended to attend.
- Jamie received a letter from Minnesota Rural Water requesting the township write a quick letter or email of support for the assistance we have received from them over the past year to emphasize the importance of the Rural Water Technical Assistance programs to small communities. She will touch base with Justin and John to put it together.
- Jamie presented a tentative meeting calendar for 2019. After discussion, the second February meeting will be held on Thursday, February 21, instead of Wednesday, February 20 due to the monthly fire department meeting (3rd Wednesday). Chad made a motion to set the 2019 meeting calendar as presented with the one change to the second February meeting. Roger seconded the motion. All voted in favor and the motion carried.
- Jamie presented the 2019 Polling Place Resolution per MN Statute. Roger made a motion to pass the resolution. Bryan seconded the motion. All voted in favor and the motion carried.

FIRE DEPARTMENT UPDATE

Kyle Hulke and Rob Stone were present to discuss department activities for the previous month. The department was awarded a 90/10 grant from the State Fire Marshall for a new commercial washing machine/extractor. They need to purchase the machine by June 30, 2019 and will be discussing this further at their department meeting tomorrow night (December 19, 2018).

The department responded to two calls last month; a smoke investigation at R&E and a car versus semi accident.

NEW BUSINESS

NEW BOARD MEMBER

LeRoy McClelland was present and introduced to the Board and township residents in attendance.

WATER SUPERINTENDENT

Chad wanted to review John still working with the township as the water superintendent as he thought that when Justin was fully licensed, John would be done. After discussion, it was determined that Justin is doing a good job and John's position will be terminated effective January 1, 2019. Justin is still able to get assistance when needed by coming to the Board with the costs beforehand. Chad made a motion to terminate the position effective January 1, 2019. Roger seconded the motion. All voted in favor and the motion carried. June will talk with Justin and John before the next meeting.

MISCELLANEOUS

Bryan will miss all the January meetings as he is having hip replacement surgery.

Tony and Chad discussed the maintenance of the dike as there is still a property out of compliance with the Army Corp of Engineers requirements. In order for the Blue Earth County Sheriff's Department to enforce the removal of objects, the township must first deliver a letter, either via USPS or Justin, to give the resident time to come into compliance. June will contact Chris about a generic letter to the property owner as the owner complied with the last situation in a timely fashion.

Roger made a motion to pay bills as presented. Bryan seconded the motion. All voted in favor and the motion carried.

The meeting was adjourned at 8:04 pm with a motion by Bryan and second by Roger.

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