

**South Bend Township  
Regular Meeting  
January 8, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:01 pm on January 8, 2019. Board members that were present were June Lonnquist, Tony Albang, Roger Veldhuisen, and Leroy McClelland. Bryan Wendland was absent. Also present were Jamie Malvin, Clerk/Treasurer, Brandon Zender, Assistant Fire Chief, and Kyle Hulke, Fire Lieutenant.

Minutes from the December 18, 2018, regular meeting 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 & WATER SUPERINTENDENT UPDATE**

Justin reported that both wells were up and running on an alternating schedule. The project is complete minus some painting in the well house.

A mixer for the water tower was discussed again. All new water towers have mixers installed. Benefits of the mixer include keeping ice from forming in the winter and keeping the water fresher rather than layered in the summer. In the past, the water level has been raised and lowered to prevent full freezing but that rips the paint off the interior and sometimes will rip the ladder off the inside. In the summer, the warm water stays on top and loses chemicals. Maguire sent a robot inside during the inspection and recommended sandblasting and repainting in the stem of the tower. They are unsure of when the interior was previously painted. Maguire plans to do a dry tank inspection next summer. A mixer and painting is tabled until after that inspection.

The current fluoride testing equipment needs an annual electrode replacement. The cost is \$700 a year. MNRW recommends a different testing unit to test for everything at a cost of \$1300 and the unit should last seven to ten years with a test packet to be purchased annually to calibrate the device. There is also an option for a different fluoride only testing unit that costs \$500 and has a life span of three to five years. Leroy made a motion to go with the testing unit that tests for everything for \$1300. Roger seconded the motion. All voted in favor and the motion carried.

The MNWARN Resolution was revisited. After discussion, Roger made a motion to sign the resolution. Tony seconded the motion. All voted in favor and the motion carried.

**RESOLUTION AUTHORIZING GOVERNMENTAL UNIT TO BE A PARTY TO MINNESOTA  
WATER AGENCY RESPONSE NETWORK (MnWARN)**

**WHEREAS**, Minnesota Statutes, Section 471.59 authorizes governmental units by agreement of their governing bodies to jointly or cooperatively exercise any power common to them;

**WHEREAS**, MnWARN has been established by the adoption of a Mutual Aid Agreement (the Agreement) among Governmental Units to allow their water, wastewater and storm water utilities to assist each other in case of an emergency;

**WHEREAS**, the Agreement allows other governmental units to become a party to the Agreement by the adoption of this Resolution and sending notice to the Secretary of the Statewide Committee for MnWARN; and

**WHEREAS**, the governing body of South Bend Township considers it to be in the best interest of the Township to be a party to the Agreement.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board:

1. Authorizes the Chairperson and Clerk-Treasurer to sign this resolution evidencing the intent of South Bend Township to be a party to MnWARN; and
2. The Clerk-Treasurer is directed to send a certified copy of this resolution and a completed membership information form to the Secretary of the Statewide Committee of MnWARN; and
3. South Bend Township agrees to comply with all terms of the Agreement.

IN WITNESS WHEREOF, South Bend Township by action of its governing body caused this Resolution to be approved on the 8<sup>th</sup> of January, 2019.

### **CLERK/TREASURER UPDATE**

Jamie informed the Board that she would be out of the office on Thursday, January 10<sup>th</sup> for a clerk training in St. Michael put on by MAT.

The Township was notified of upcoming hearings for public input on the Huntley-Wilmarth Transmission Project.

### **FIRE DEPARTMENT UPDATE**

Brandon reported that 5415 has two quarter size holes in the side of the tank. They are in the process of getting bids to fix or replace the truck. Kyle notified the Board that he is meeting with a representative from McQueen for repair options. They might need to use capital reserve money for the repair. The truck is completely out of service as the wrong light bar was ordered. They are working on getting the correct one.

Truck 5410 needs scene lights as only two of the four lights are working. They should have numbers for new lights by the next meeting.

The grass rig needs a new box and the department is looking to replace as cheap as possible.

The department has received two extractor quotes and are waiting for a third before bringing it to the Board. Kyle reported that they are still waiting for further information about the free household water and dryer. It will just need to be hooked up when it is received.

The department is taking applications for new members as many are retiring or resigning.

The fire department wants to purchase a pressure washer for shared use with public works. Roger made a motion to have Brandon and Justin get quotes on a power washer with 2500 psi, both gas and electric. Leroy seconded the motion. All voted in favor and the motion carried.

Kyle would like to revisit the discussion of the fire department using Justin's diesel barrel. After discussion, Roger made a motion that the fire department use the diesel tank. Leroy seconded the

motion. All voted in favor and the motion carried. The fire department will set up a training with Justin on use.

## **NEW BUSINESS**

### **RA CORRESPONDENCE TO CLERK/TREASURER—JUNE**

At the December Fire Meeting, members of the Relief Association wanted to know why Jamie was receiving correspondence related to the relief association from the Office of the State Auditor and not other members of the relief board. June explained that the letter is addressed to the position as they would be looking for the money to come in and the letter was notifying the township that the money would be forfeited if the required forms were not completed by November 30, 2018.

### **ICE CLIMBING AT MINNEOPA—JUNE**

June received an email from the DNR regarding requests to ice climb the falls. As long as climbers do not use the bridge or any trees to anchor themselves, the activity is currently permitted, however, they are reviewing their policy. They reached out over concern of a rescue should a fall occur or the ice breaks as the steps to the base of the falls are not maintained through the winter making it dangerous for EMS staff. Both the Blue Earth County Sheriff's Department and the Fire Department have said that they would not be equipped to respond in this situation. June forwarded the response to the DNR.

## **MISCELLANEOUS**

Leroy brought up discussion about the safety of foot and bike traffic on County Road 33 and US Highway 169. He has talked to Blue Earth County Commissioners and 33 will be redone in the next few years. Leroy would like to work on gaining additional funding sooner. He would like a resolution from the Board allowing him to seek funding from legislators for improvements to both roads. He will work with Jamie to get the correct wording for the resolution. After discussion, the township will also draft a letter to send to legislators requesting additional funding.

### **A RESOLUTION AUTHORIZING A CONTRACT WITH AN INTERESTED OFFICER TO REPRESENT THE TOWN'S INTERESTS ON PARTICULAR MATTERS**

**WHEREAS**, the Board of Supervisors ("Town Board") of South Bend Township ("Town") desires to have Supervisor Leroy McClelland seek funding opportunities from the Minnesota Legislature on the Town's behalf, including communicating directly with legislators and such others as may be needed;

**WHEREAS**, the funding being sought is for safety improvements to County Road 33 and U.S. Highway 169;

**WHEREAS**, Town Board determines Supervisor McClelland is in the best position to represent the Town's interests in this matter;

**WHEREAS**, the purpose of this Resolution is to both authorize Supervisor McClelland to act on the Town's behalf to seek the funding referenced above and to address any potential conflict of interest concerns that may arise from Supervisor McClelland being paid by the Town to provide those services;

**WHEREAS**, the representation services provided by Supervisor McClelland do not require competitive bids and so is a service an interested officer can provide under Minnesota Statutes, section 471.88, subdivision 5, provided the Town Board approves the services by resolution as required in Minnesota Statutes, section 471.89, subdivision 2; and

**WHEREAS**, the Town Board determines the rate at which Supervisors McClelland will provide the services is much lower than the Town could reasonably expect to pay if it were to hire a professional lobbyist.

**NOW, THEREFORE**, the Town Board hereby unanimously, with Supervisor McClelland abstaining, resolves as follows:

1. Supervisor McClelland is authorized to represent South Bend Township before the Minnesota Legislature and the Minnesota Department of Transportation as may be needed to seek funding for safety improvements to County Road 33 and U.S. Highway 169.
2. Any representations Supervisor McClelland may have made to legislators prior to the adoption of this Resolution are hereby approved and ratified.
3. The Town Board approves a contract with Supervisor McClelland for representation services to seek funding as described herein.
4. Supervisor McClelland shall submit the affidavit required by Minnesota Statutes, section 471.89 with each claim for payment related to his representation of the Town as authorized by this Resolution.

Adopted this 8th day of January, 2019.

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 9:19 pm with a motion by Roger and second by Leroy.

Respectfully Submitted by:



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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
January 23, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on January 23, 2019. Board members that were present were June Lonnquist, Tony Albang, Leroy McClelland, and Roger Veldhuisen. Bryan Wendland was absent. Also present were Jamie Malvin, clerk/treasurer, Chasse Critzer and Kyle Hulke, fire chief and lieutenant.

**FIRE DEPARTMENT UPDATE**

The fire department has received two new applicants and are just starting the hiring process.

There is a new mutual aid agreement being drafted to allow municipalities to bill each other. At the last chief's meeting, the draft was sent to the League of Minnesota Cities for them to edit and re-write it so that departments would be able to get funding at all levels in case of an emergency, local/state/federal.

OSHA is changing the Fire Brigade Code. The draft is still changing but the department plans to continue to keep both physical and digital copies of documents. They will keep the board advised of the changes but it could be at least six months before it is completed.

On 5410, the scene lights are not working. The alternator is not large enough to power some of the newer lights so things won't be changed right away but options are being explored for replacements. The lights are from 2003 and this is the main engine.

The tank on 5415 has been patched and it is currently holding water. The department is in the process of looking at numbers to replace the whole tank. The wrong light bar was ordered and cannot be returned because the box was opened. After discussion, Leroy made a motion to install the light on Justin's truck, the F450, and purchase the correct light bar for the fire department. Roger seconded the motion. All voted in favor and the motion carried.

**NEW BUSINESS**

**AUTOMATED GATE OPENER FOR WELL AREA**

Roger wanted to know who authorized the automatic gate opener for the well area as it was not brought to the board. June explained that it was discussed when we received the original bids for the fence but was too expensive through the fence company. She believed Bryan had mentioned doing it on our own. She will talk to Justin and Bryan.

**WATER & SEWER NOTE**

Jamie and Melanie received a note with the Conors payment stating that they were told that they wouldn't have a payment due until February. Discussion about a new billing system took place.

**NEWSLETTER**

June would like to see a newsletter go out before the annual meeting. The fire department would like to have a notice that they are taking applications in it. Jamie and Melanie will work on it.

**OLD BUSINESS**

**KERN BRIDGE**

June received an email from Scott Morgan concerning the Kern Bridge removal. MnDOT is currently interested in the bridge and we will receive a copy of the FHWA findings of effect letter when it is completed.

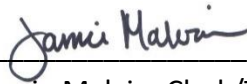
**MISCELLANEOUS**

The fire department has requested a new laptop. Jamie has pulled some options. After discussion, Roger made a motion to spend under \$400 on a laptop. Leroy seconded the motion. All voted in favor and the motion carried.

Jamie requested a standing desk riser for her office. After discussion, Tony made a motion to purchase the riser. Leroy seconded the motion. All voted in favor and the motion passed.

The meeting was adjourned at 9:35 pm with a motion by Roger and second by Tony.

Respectfully Submitted by:

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

Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
February 21, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:05 pm on February 21, 2019. Board members that were present were June Lonquist, Bryan Wendland, Tony Albang, and Leroy McClelland. Roger Veldhuisen was absent. Also present were Jamie Malvin, Clerk/Treasurer, Justin Samuelson, Public Works Manager, Chasse Critzer, Fire Chief, and Brandon Zender, Assistant Fire Chief.

Minutes from the January 8, 2019, regular meeting were read for information and approval. Leroy 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 presented a quote from Crysteel to replace the frame and hydraulics on the F450 for \$2,980. Leroy made a motion to replace the frame and hydraulics. Tony seconded the motion. All voted in favor and the motion carried.

Justin presented quotes for a new road grader. The age/hours on our current road grader are to the point where the transmission has been known to go out on this model. Both Rapidan and Judson townships had this happen recently. One township replaced the grader and one just fixed the transmission. The fix was approximately \$30,000 and a new road grader is approximately \$300,000. After some discussion, the Board would like both dealers to be present at the March 5<sup>th</sup> meeting. They would also like to look into selling the current road grader versus trading it in.

**FIRE CHIEF UPDATE**

The department is still working on scene lights for 5410. The correct light bar has been installed on 5415 and the truck is back in service.

The fire department is wanting to use Kevin Willaert for DOT inspections. After some discussion with board concerns from previous inspections, Jamie will set up an account at Harrison Trucking for both the fire department and public works to use.

There have been a few calls but the department is waiting on their laptop to get them written up. Jamie has ordered it but has not received it yet.

**CLERK/TREASURER UPDATE**

Jamie received a letter from Mark Winson regarding the MOU that the township signed last summer. The cities of North Mankato and Mankato agreed to a slightly different MOU, with the changes to the debt service charge for 2019 being based on actual expected debt payments of \$2,067,249. Starting in 2020, and through 2023, the debt services charges will be based on the 2019 debt payments escalated by 1.75% annually. The previous version had the debt service charge, starting in 2019 to be 2.75%

greater than the previous year through 2023. Leroy made a motion to sign the letter accepting the updated terms. Tony seconded the motion. All voted in favor and the motion carried.

Jamie received a letter regarding the rescheduled dates and times of the Huntley-Wilmarth transmission line.

Jamie received another email from the Blue Earth County Sheriff's department regarding the amount of vehicles at 208 Eleanor Street. She has not heard back from the lawyer regarding a letter to the property owner. After discussion, Tony made a motion to switch lawyers from Christopher Johnson to Troy Gilchrest. Leroy seconded the motion. All voted in favor and the motion carried.

Jamie presented a quote from Gish to switch the lights in the town hall to LEDs. The quote included labor whereas the previous quote was for lights only. Brandon will get the township an updated quote. Justin will clarify a few lights with Gish.

Jamie presented a quote from Quik Water regarding online bill payments. The item was tabled until quotes on a new system can be obtained.

The MAT Spring Short Courses begin the third week in March. The Mankato session will be on Wednesday, March 20<sup>th</sup>, from 8:00 am to 3:00 pm. Interested supervisors should let Jamie know by March 19<sup>th</sup> so that they can pay with one check.

## **NEW BUSINESS**

### **KATO CYCLE CLUB LIQUOR LICENSE**

Mike Clark from the Kato Cycle Club was present to ask the board for permission to renew the club's 3/2 liquor license. Bryan made a motion to approve the license. Tony seconded the motion. All voted in favor and the motion carried.

### **MINNEOPA GOLF CLUB LIQUOR LICENSE**

Gary Winters was present to ask the board to approve his request for an intoxicating liquor license. He is wanting to make the switch from a 3/2 license because very few states still allow 3/2 liquor and he is unable to get popular beverages with 3/2 content. After discussion, Bryan made a motion to approve the request as long as the township is given a copy of the golf club's liability insurance when it is renewed in April. Tony seconded the motion. All voted in favor and the motion carried. Jamie will contact the county to let them know of the approval.

### **MAPO**

Leroy would like to be appointed as the representative of South Bend Township to the MAPO board. June made a motion to appoint Leroy to the MAPO board. Tony seconded the motion. All voted in favor and the motion carried. Jamie will notify MAPO.

## **OLD BUSINESS**

### **2020 BUDGET**

The fire department presented their budget request. After considerable discussion, the following breakdown was given:



New truck	\$43,000
New gear	\$11,500
New equipment	\$8,700
Maintenance and fuel	\$12,400
Training	\$9,300
Compensation	\$28,000
Relief Association	\$12,000
<b>TOTAL</b>	<b>\$124,900</b>

After further discussion concerning what should be part of which fund, it was decided to propose \$60,000 for the fire operating budget and \$55,000 for the fire portion of the capital reserve to use for a new truck and new SBCAs.

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

The meeting was recessed until Monday, February 25<sup>th</sup> at 5:00 pm to continue the budget discussion, at 9:31 pm with a motion by Leroy and second by Bryan.

Respectfully Submitted by:




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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Reconvened Meeting  
February 25, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 5:00 pm on February 25, 2019. Board members that were present were June Lonnquist, Bryan Wendland, Tony Albang, Roger Veldhuisen, and Leroy McClelland. Also present were Jamie Malvin, Clerk/Treasurer, Chasse Critzer, Fire Chief, and Brandon Zender, Assistant Fire Chief.

**2020 BUDGET**

The fire department budget was recapped.

General fund was discussed. Both of the civil defense sirens need to be replaced and it is unsure if there are grants available at this time. Approximate cost of \$80,000. There is also concern of replacing the furnace for the main building as it is older than the one in the truck bay and adding air conditioning to the building. Upgrading the lighting to LEDs is also a want of the board. A recommendation, again, by the audit team is to have 40-50% of total annual invoices in reserves.

The Road and Bridge fund was discussed. The removal of the Kern Bridge will be happening sooner rather than later. Continued blacktopping and drainage fixes were discussed.

The Dike fund was discussed. The power lines will need to be moved under ground for the East Pump House. MS4 will have additional ordinances and costs beginning in 2019.

The Capital Reserve fund was discussed. Lease-to-own options are available for future fire trucks as well as future road graders.

Roger had to leave the meeting.

The final numbers to present to the people at the annual meeting are

<b>General</b>	
Operating	\$238,000
Fire Relief	\$12,000 (.00806% EMV)
<b>Road &amp; Bridge</b>	\$300,000
<b>Fire</b>	\$115,000
<b>Dike</b>	
Operating	\$30,000
MS4	\$20,000
<b>Capital Reserve</b>	
Road & Bridge	\$60,000
Fire	\$55,000
<b>TOTAL</b>	<b>\$830,000</b>

The meeting was adjourned at 7:03 pm with a motion by Leroy and second by Tony.

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 horizontal stroke at the end.

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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
March 5, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on March 5, 2019. Board members that were present were June Lonnquist, Tony Albang, Roger Veldhuisen, Bryan Wendland, and Leroy McClelland. Also present were Chasse Critzer, Fire Chief, Kyle Hulke, Fire Lieutenant. Jamie Malvin, Clerk/Treasurer, was absent due to illness. The Chairperson took minutes.

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 is attending the Minnesota Rural Water and Wastewater Conference and will be back Wednesday. No other updates are available.

**FIRE DEPARTMENT UPDATE**

Firefighters attended State Fire School the previous weekend.

Chasse is looking through leasing options for a new tanker, approximately \$360,000. All of the companies have their own financing. It is hard to get an exact figure without a build sheet. The engine is what they are looking to replace next, but they keep getting taller every year. He recommends modifying the door instead of a custom truck. Chasse has also talked to the Fire Chief in Eagle Lake and they will be getting rid of their 1997 engine this year so it might be worth putting a bid in on it.

Emergency Apparatus Management will be in for pump testing and maintenance within the next two months, it will cost approximately \$4000. Roger made a motion to go ahead with the test and maintenance. Bryan seconded the motion. All voted in favor and the motion carried.

Chasse is also unable to get into the new laptop as it is saying that the pin is expired.

**NEW BUSINESS**

**VARIANCE REQUEST—TOM MORAN**

Tom Moran, 54188 209<sup>th</sup> Lane, was present to request a setback variance to reduce the setback between his back yard and Blue Earth County Road 69/Gadwall Road to build a garage. Roger made a motion to approve the request and set a public hearing for 6:30 pm on April 2, 2019. Bryan seconded the motion. All voted in favor and the motion carried. Jamie will notify required individuals.

**ROAD VACATION REQUEST—BRAD PETERSON**

Brad Peterson, 54011 204<sup>th</sup> Lane, requested the vacation of approximately 695 feet of 204<sup>th</sup> Lane. The current house on the property is in rough shape and he has been in contact with the South Bend Fire Department to use the house for a practice burn. When talking to George Leary with Blue Earth County about rebuilding after the burn, he was told that rebuilding in the current homestead would not be allowed due to the required setback from the township road. The township road cuts through their property so no one else would be affected. Bryan made a motion to set a public hearing for 6:30 pm on April 2, 2019. Tony seconded the motion. All voted in favor and the motion carried. Jamie will notify required individuals.

### **LORENTZ CONSTRUCTION**

Rob Stone and Andrew Lorentz were present to discuss the expansion of Lorentz Construction to utilize other parcels owned by the country. Roger asked about changes to the drainage. Rob stated that there would be no changes to the drainage. Bryan asked if they would make an entrance from McCauley. Rob stated that that was the current plan. Andrew is currently working with Aaron Stubbs at Blue Earth County but are not currently on the agenda for any of their upcoming meetings and wanted to make the Township aware of project before going to the county. Roger made a motion that the Board doesn't have any issue with the project as long as it doesn't affect the drainage but if the county has any additional requirements/variances/setbacks, they need to come back to the Board for a final ok before going ahead with the project. Bryan seconded the motion. All voted in favor and the motion carried.

### **BOARD OF AUDIT**

The Board of Audit began at 9:45 pm. The invoices examined were Consolidated Communications, 2/21/18, Mankato Landshapes, 10/24/18, O'Reilly Auto Parts, 9/4/18, Neopost, 3/6/18. All invoices were found to be approved and in appropriate order. Board of Audit ended at 9:50 pm.

### **PERMIT PROPOSAL—BEN SEPPMANN**

Ben Seppmann was present to ask for a permit to put an out building and possibly a house on his property. Roger made a motion to approve the project with the contingency that if the county were to place any additional requirements/setbacks/variances, that Ben would need to come back to the Board for the final ok before going ahead with the project. Tony seconded the motion. All voted in favor and the motion carried. June will contact Blue Earth County with the approval.

### **RDO—BRIAN THILGES**

Brian presented an updated road grader quote and literature to the Board. Brian stated that he should be able to get a machine within 60 days. Quote based on state bid, trade value could be altered some but not the other prices. They would also be able to assist in selling the current road grader. After discussion, the decision was tabled until after the budget discussion.

### **OLD BUSINESS**

#### **LED PROPOSAL—RANDY GISH**

Randy Gish was present to present a quote to replace lighting in the Town Hall. The quote is missing a replacement over the counter next to the furnace where the firefighters sign in for calls. The discussion was tabled until the end of the meeting.

### **2020 BUDGET PROPOSAL**

After considerable discussion, Leroy made a motion to present the following amounts to the townspeople at the Annual Meeting:

<b>General</b>	<b>\$250,000</b>	
<b>Operating</b>		\$238,000
<b>Relief</b>		\$ 12,000
<b>Road and Bridge</b>	<b>\$300,000</b>	\$300,000
<b>Dike</b>	<b>\$50,000</b>	
<b>Operating</b>		\$ 30,000
<b>MS4</b>		\$ 20,000
<b>Fire Department</b>	<b>\$115,000</b>	\$115,000

Capital Reserve	\$115,000	
Road and Bridge		\$60,000
Fire Department		\$55,000
	<b>TOTAL</b>	<b>\$830,000</b>

After further discussion, Bryan seconded the motion. All voted in favor and the motion carried.

### **MISCELLANEOUS**

Ray Mettler, 315 LeHillier Street, was present to discuss issues with the Stillwell house at 306 South Bend Avenue. Currently, Blue Earth County has said that it is the Township's responsibility, however, the Township does not have any way to clean it up without updating the ordinances.

June received an email from a resident on 549<sup>th</sup> Avenue that is a resident of Rapidan Township but is unable to drive on our section of the road. Roger stated that the section of the road that is the township road is posted as "Minimum Maintenance." June will look into if it has been posted as Minimum Maintenance and will be addressed at the next meeting.

The meeting was closed at 9:54 pm for a personnel issue.

Respectfully Submitted by:




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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
March 19, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on March 19, 2019. Board members that were present were June Lonnquist, Bryan Wendland, Tony Albang, Leroy McClelland, and Roger Veldhuisen. Also present were Kyle Meyers and Sheila Jungwirth, Abdo, Eich, & Meyers, Chasse Critzer, Fire Chief, and Brandon Zender, Assistant Fire Chief. The Clerk/Treasurer was sick so the chairperson took minutes.

No financials or minutes were available.

**NEW BUSINESS**

**2018 TOWNSHIP AUDIT**

Kyle Meyers and Sheila Jungwirth presented the 2018 audit report. The Board accepted the report as presented. Kyle continues to recommend that a greater percentage of the budget be held in the General Fund so that the Township is better able to handle the bill payment needs between levy receipts in July and December.

**RDO ROAD GRADER VISIT**

Brian Thielges presented a recommendation for the Township's consideration along with possible lease-to-own options. No decision was made at this time.

**SPRING CLEAN UP**

Hosting a Spring Clean Up was discussed. Spring Clean Up will not be sponsored by the Township this year. Bryan stated that residents could participate in the clean up days in Mankato or Lake Crystal, depending on their mailing address/driver's license.

**RURAL DEVELOPMENT LOAN**

Leroy has been in contact with Ed Gilmore, USDA Rural Development, regarding financing options for upcoming Township projects; emergency defense sirens, fire tanker, and road grader. Potentially, the Township median income would allow the Township to receive a 15% grant with financing for the remaining 85% and it would allow a longer term than offered by equipment vendors. Further information will be needed before proceeding. Leroy will coordinate with Jamie.

**STREET FLOODING/DRAINAGE ISSUES**

Richard Griebel, 423 Union Street, and Joyce Steffensmeier, 437 Union Street, both spoke to the board regarding the lack of drainage on Union Street. Joyce reported that she had Seppman's come out and pump water out of her yard so that her basement would be less likely to flood. Richard said that the culverts were frozen and filled with 30 years of silt. Richard felt that the ditches needed to be dug out and that possibly new culverts put into assist with future spring melt and heavy rain run-off.

**MISCELLANEOUS**

The road grader's emergency brake system has been repaired.

Based on the opinions expressed at the Annual Meeting, the Board decided to request bids for replacement Civil Defense Sirens. Justin is working with Frontline Warning Systems and Alpha Wireless to get bids for a future meeting.

The flood pumps are running and dike monitoring will begin when the river reaches 22 feet.

Jamie is still working with the EPA to get reimbursed for expenses related to the second well. The EPA has had some glitches with their reimbursement system and are reporting it is now fixed.

Tony presented his written resignation, effective immediately. June accepted his resignation on behalf of the Township.

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

The meeting was adjourned with a motion by Bryan and second by Roger.

Respectfully Submitted by:

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

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Jamie Malvin, Clerk/Treasurer



**South Bend Township  
Public Hearing  
April 2, 2019**

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The public hearing of the South Bend Township Board of Supervisors was called to order at 6:47 pm. Board members that were present were June Lonnquist, Roger Veldhuisen, and Leroy McClelland. Also present was Jamie Malvin, Clerk/Treasurer, and Lyle Femrite, Bolton & Menk.

No residents were present. June closed the hearing at 6:50 pm.

Respectfully Submitted by:



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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
April 2, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on March 19, 2019. Board members that were present were June Lonnquist, Leroy McClelland, and Roger Veldhuisen. Bryan Wendland was absent. Also present were Jamie Malvin, Clerk/Treasurer, Chasse Critzer, Fire Chief, Brandon Zender, Assistant Fire Chief, and Kyle Hulke, Fire Lieutenant.

Minutes and financials were not available.

**MANAGER OF PUBLIC WORKS/WATER SUPERINTENDENT UPDATE**

**March Activities**

- Water/wastewater conference in St. Cloud.
- Plow snow and wing out roads.
- Clean out storm catch drains.
- Sand and rock icy roads.
- Scrape ice off roads.
- Ditch spring melt and rain water.
- Installed new starter in F450
- Serviced tandem and grader
- Closed flood gates and started flood pumps
- Monitor flood pumps and levy
- Requested bids from RDO and CAT for grader
- Requested bids from emergency siren companies
- Repaired existing sirens (fuses and reset button)
- Snow equipment off of tandem, grader, F450 and 4710
- Hauled rock to bad spots on various roads
- Replaced load of red rock borrowed from BE Hwy Dept
- Grade and monitor roads
- Test water weekly

**Upcoming Projects**

- Get estimates from contractors for replacing some culverts/ditch cleaning
- Work with the county on Acorn Ct drainage
- Meet with FEMA on Garland Ln
- Reclaim shoulders/ blade roads
- Haul rock to areas R&E can't
- Weekly water tests
- Monitor flood pumps and levy
- Finalize grader bids

Birch Avenue was discussed. A frost boil has caused a large portion of the road to begin to break apart. Leroy would like to see the road seal coated. There is also still a drainage issue and new culverts are needed. Justin will get a bid to fix the current situation.

A road tour was set for April 25, at 5:00 pm. During the road tour, roads will be prioritized for seal coating based on age of roads. Signage and culverts will also be looked at.

Jamie presented a gravel bid from R & E. The cost per ton increased by \$0.25 for 1" minus limestone and by \$0.15 for class 5 modified. After discussion, Roger requested to table the bid until he can do some research.

### **FIRE CHIEF UPDATE**

Chasse was present to recommend Brandon Knish, a current volunteer with the City of Mankato, and Eric Wittcomb for hire pending a successful drug test. He also stated that Eric Sletten is returning from his leave of absence and was wondering if he needed to redo his drug testing. After discussion, it was determined that Eric Sletten did not need to redo his drug test. Leroy made a motion to hire Brandon Nish and Eric Wittcomb pending successful drug tests. June seconded the motion. All voted in favor and the motion carried.

The equipment committee had a meeting last Sunday and they found more mold in the truck cabs. Recommended items are to fix the doors, enlarging at least one to 12 feet, and looking into sealing the building better. Chasse is working on getting contractors in to get quotes to redo the door. A higher door would allow the township to save money in the future on new trucks.

On 5420, the rear pins need replacement and on 5415, the windshield has a crack. Jamie will contact MATIT to find out more about our glass coverage.

On the grass rig, Cory is looking at new toolboxes and saving the flat bed. They also discussed a spray in bed liner.

They also discussed a new pumper and are in the process of getting multiple quotes. The chassis that they get depends on the water capacity of the tank. A 3500-gallon tank would increase the cost by \$50,000.

They are also in the process for applying for a 50/50 grant from the DNR for new pagers and getting bids to replace everyone's hoods. They also noted a need for some minor tools and discussed the possibility of purchasing used extraction equipment in the future. The fire department is working on getting a quote for a water softener and will possibly get it donated.

While walking the dike, firefighters noticed that a section of the dike along Superior Concrete had a fallen fence. Jamie will expand the dike compliance notice to all adjacent property owners.

The fire department has been looking at the cost for new scene lights as they figured out the power issue. Benco Electric will be donating an inverter for the power supply and Werner Electric will be donating the connection cord. They will be purchasing four lights and have requested up to \$5,000. Roger made a motion to purchase the lights, up to \$5,000. Leroy seconded the motion. All voted in favor and the motion carried.

## **RESOLUTION #2019-4**

### **A 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. Benco Electric—Mankato	Power supply inverter
2. Werner Electric—Mankato	Connection Cord

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

<u>Donation Number</u>	<u>Terms or Conditions</u>
2019-2	To be used for new scene lights

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

**NOW, THEREFORE**, the Town Board hereby unanimously, resolves 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.

Adopted this 2<sup>nd</sup> day of April, 2019.

There was further discussion concerning purchasing a power washer. Brandon presented quotes for a high power steam power washer and it was \$3,500. After further discussion, it was decided to stick with the original request of a cold water power washer due to the lack of use and cost. Brandon will get new quotes.

## **CLERK/TREASURER UPDATE**

### **Updates**

- Finalized audit and am working on updating CTAS to reflect changes
- Attended Spring Short Course
- Attended Kern Bridge removal call
- Finished EOM and EOQ filings

### **Correspondence**

- BEC Highway Department Annual Safety Meeting will be Friday, April 12<sup>th</sup>. Jamie will pass the information along to Justin.
- Sanitary Sewer Customer Community Meeting will be May 8<sup>th</sup> from 5-6:30 pm at the Water Resource Recovery Facility. Agenda to follow.
- Tomorrow, April 3<sup>rd</sup>, is the 3<sup>rd</sup> Annual Broadband Day on the Hill.
- MAT Law Review will be April 18<sup>th</sup> in Otsego. June and Jamie plan to attend.

## **NEW BUSINESS**

### **EMERGENCY SIRENS**

Adam Green from Frontline Warning Systems was present to present a quote to replace the two current warning sirens located in the township. The current sirens went out of production in 1984 so repairs are getting costly and it is hard to find parts. The proposed sirens would be compatible with the current ones in Mankato and with future upgrades with the National Weather Service. The quote includes new poles and new wiring but would still need Benco and Xcel to do final connections unless the Board decides to go solar powered. Solar power would add approximately \$2,500 more per siren. Leroy asked if the poles needed to be replaced. The current poles are narrower than recommended and might last an additional 5 years. The lifetime of the new sirens was discussed. They have a five-year warranty on the head and cabinet and have an expected lifetime of 25-30 years. The dB would increase from 114dB to 129dB with the new sirens. The Board asked if there was a possibility of installing a smaller, one cell, siren near the Ponderosa to serve that area of the township. Adam stated that it was a possibility and will put together a quote for the next meeting. June and Roger tabled the issue until the April 16<sup>th</sup> regular meeting.

### **204<sup>TH</sup> LANE VACATION**

Since there were not any residents present at the public hearing, Roger made a motion to vacate the end section of 204<sup>th</sup> Lane with the condition of the township retaining a 15-foot utility easement. Leroy seconded the motion. All voted in favor and the motion carried.

### **RESOLUTION VACATING A SEGMENT OF 204<sup>TH</sup> LANE LOCATED WITHIN SOUTH BEND TOWNSHIP**

**WHEREAS**, Susan M. Peterson (the "Petitioner") is the fee owner of certain real property located at 54011 204<sup>th</sup> Lane, South Bend Township, Blue Earth County, Minnesota, together with the parcel adjoining to the south, with the following parcel identification numbers: PID R50.08.30.200.002 and PID R50.08.30.200.013, as described on the attached Exhibit A (the "Property"); and

**WHEREAS**, the Petitioner has requested the vacation of all that part of 204<sup>th</sup> Lane across that part of the Property lying easterly of the west 50 feet of the Southeast Quarter of the Northeast Quarter of Section 30, as legally described on the attached Exhibit B and depicted on the attached Exhibit C (the "Road Segment"); and

**WHEREAS**, pursuant to Minn. Stat. § 368.01, subd. 25, South Bend Township (the "Town") scheduled a public hearing for April 2, 2019 to consider vacation of the Road Segment, as requested; and

**WHEREAS**, notice of the public hearing was posted, published and mailed to affected property owners, as required by state statute; and

**WHEREAS**, on April 2, 2019, the Town Board held the public hearing on the requested vacation during which all interested parties were heard; and

**WHEREAS**, the Town Board has the authority, pursuant to Minn. Stat. § 368.01, subd. 25, to vacate all or part of any road located within the Town; and

**WHEREAS**, following the public hearing, the Town Board determined that (1) the Road Segment is not being used by the public; (2) there is no continuing public need for the Road Segment; and (3) vacating the Road Segment, as requested, is in the public interest if the conditions contained in this resolution are met.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board of the South Bend Township as follows:

1. The Town Board hereby declares that the Road Segment legally described on the attached Exhibit B and depicted on the attached Exhibit C is vacated effective upon the recording of the required notice with the Blue Earth County Recorder.
2. The Town Clerk is hereby authorized and directed to prepare and present to the Blue Earth County Auditor a notice that the Town has completed these vacation proceedings and record said notice with the Blue Earth County Recorder.

Adopted this 2<sup>nd</sup> day of April, 2019.

#### **EXHIBIT A**

##### Legal Description of the Property

###### Parcel 1:

All that part of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) of Section 30, Township 108 North, Range 27 West, Blue Earth County, Minnesota, described as:

Commencing at the northeast corner of the Southeast Quarter of the Northeast Quarter of Section 30; thence westerly along the north line of the Southeast Quarter of the Northeast Quarter of Section 30, a distance of 363.00 feet to the point of beginning; thence southerly along a line parallel with the east line of the Southeast Quarter of the Northeast Quarter of Section 30, a distance of 210.00 feet; thence westerly along a line parallel with the north line of the Southeast Quarter of the Northeast Quarter of Section 30, a distance of 345.00 feet; thence northerly along a line parallel with the east line of the Southeast Quarter of the Northeast Quarter of Section 30, a distance of 115.00 feet; thence westerly along a line parallel with the north line of the Southeast Quarter of the Northeast Quarter of Section 30, a distance of 612 feet, more or less, to a point on the west line of the Southeast Quarter of the Northeast Quarter of Section 30; thence northerly along said west line, 95.00 feet to the northwest corner of the Southeast Quarter of the Northeast Quarter of Section 30; thence easterly along the north line of the Southeast Quarter of the Northeast Quarter of Section 30, a distance of 957 feet, more or less, to the point of beginning.

###### Parcel 2:

The Southeast Quarter of the Northeast Quarter of Section 30, Township 108 North, Range 27 West, Blue Earth County, Minnesota, together with an easement over the northerly 66.00 feet and over and across the westerly 66.00 feet of said Southeast Quarter of the Northeast Quarter for ingress and egress to said premises and other premises, save and except the following three tracts:

- (a) The Northerly 66.00 feet of the easterly 363.00 feet.
- (b) A 3.0 acre farmsite described as:

Commencing at the Northeast corner of the Southeast Quarter of the Northeast Quarter of Section 30; thence westerly along the north line of the Southeast Quarter of the Northeast quarter of Section 30, a distance of 363.00 feet to the point of beginning; thence southerly along a line parallel with the east line of the Southeast Quarter of the Northeast Quarter of Section 30, a distance of 210.00 feet; thence Westerly along a line parallel with the north line of the Southeast Quarter of the Northeast Quarter

of Section 30, a distance of 345.00 feet; thence northerly along a line parallel with the east line of the Southeast Quarter of the Northeast Quarter of Section 30, a distance of 115.00 feet; thence westerly along a line parallel with the north line of the Southeast Quarter of the Northeast Quarter of Section 30, a distance of 612 feet, more or less, to a point on the west line of the Southeast quarter of the Northeast Quarter of Section 30; thence northerly along said west line, 95.00 feet to the Northwest corner of the Southeast Quarter of the Northeast Quarter of Section 30; thence easterly along the north line of the Southeast Quarter of the Northeast Quarter of Section 30, a distance of 957 feet, more or less, to the point of beginning.

(c) That part of the Southeast Quarter of the Northeast Quarter of Section 30, Township 108 North Range 27 West, Blue Earth County, Minnesota described as:

Commencing at the Southwest corner of the Southeast Quarter of the Northeast Quarter of said Section 30; thence North 00 degrees 21 minutes 30 seconds East, (Minnesota County Coordinate System of 1983, Blue Earth County Zone), along the west line of the Southeast Quarter of the Northeast Quarter of said Section 30, a distance of 372.16 feet to the point of beginning; thence continuing North 00 degrees 21 minutes 30 seconds East, along said west line, 857.53 feet to a point distance 95.00 feet southerly of the northwest corner of the Southeast Quarter of the Northeast Quarter of said Section 30 as measured along said west line; thence South 89 degrees 54 minutes 43 seconds East, along a line parallel with the north line of the Southeast Quarter of the Northeast Quarter of said Section 30, a distance of 50.00 feet; thence South 00 degrees 21 minutes 30 seconds West, along a line parallel with the west line of the Southeast Quarter of the Northeast Quarter of said Section 30, a distance of 529.13 feet; thence South 89 degrees 38 minutes 30 seconds East, 304.59 feet; thence South 00 degrees 21 minutes 30 seconds West, 328.63 feet; thence North 89 degrees 38 minutes 30 seconds West, 354.59 feet to the point of beginning.

#### **EXHIBIT B**

##### **Legal Description of the Road Segment to be Vacated**

All that part of the right of way for 204<sup>th</sup> Lane within that part of the Property (described in Exhibit A above) lying easterly of the west 50.00 feet of the Southeast Quarter (SE 1/4) of the Northeast Quarter (NE 1/4) of Section 30, Township 108 North, Range 27 West, Blue Earth County, Minnesota.

#### **EXHIBIT C**

##### **Depiction of the Road Segment to be Vacated**



### 2019 BLACKTOPPING

Jamie presented the proposed schedule from Bolton & Menk. Roads proposed for overlay were North Hawley from Olive Street to McCauley Street, Anderson Street from South McKinzie Street to Eleanor Street, and Eleanor Street from Anderson Street to a point approximately 250 feet south of Fire Hall Street. After discussion, Olive Street from North Hawley Street to North Sturgis Street was added. Leroy made a motion to order preparation of the Preliminary Engineering Report. Roger seconded the motion. All voted in favor and the motion carried. Jamie will contact Bolton & Menk.

### RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT

#### 2019 STREET IMPROVEMENT PROJECT

**WHEREAS**, it is proposed to improve the following streets within South Bend Township:

- North Hawley Street from Olive Street to McCauley Street
- Anderson Street from McKinzie Street to Eleanor Street
- Eleanor Street from Anderson Street to a point approximately 250 feet south of Fire Hall Street
- Olive Street from North Hawley Street to North Sturgis Street



- 558<sup>th</sup> Lane from County Road 33 to the dead end
- 208<sup>th</sup> Lane from County Road 69 to current end of blacktop

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

**WHEREAS**, it is proposed to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS, SOUTH BEND TOWNSHIP, BLUE EARTH COUNTY, MINNESOTA** that the proposed improvement, called 2019 Street Improvement Project [be referred](#) to Bolton & Menk, Inc. for study and that Bolton & Menk, Inc. is instructed to report to the Board of Supervisors with all convenient speed advising the Board of Supervisors in a preliminary way as to whether the proposed improvement is 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.

Adopted by the Board of Supervisors, South Bend Township, Blue Earth County, Minnesota, this the 2<sup>nd</sup> day of April 2019.

#### **BANYON UTILITY BILLING SYSTEM**

Jamie presented a quote from Banyon for a new utility billing system. The quote was for \$8,760 and included converting the current data, online bill pay, and an e-bill option. Annual cost would be \$1,480. Leroy made a motion to switch to Banyon due to issues with Quikwater. Roger seconded the motion. All voted in favor and the motion carried. Jamie will get the switch set for May.

#### **GRANT DRIVE HOLDING POND**

June was approached by Aaron Stubbs to discuss the holding pond lot on Grant Drive. Someone had purchased it from the tax forfeiture auction and applied for a building permit. June stated that the township would be against any building on that property due to the amount spent to correct the drainage on the road. Roger also informed the Board that Mark Hensel's well is located on the property.

#### **OLD BUSINESS**

##### **KERN BRIDGE REMOVAL**

Jamie participated in a conference call check-in on the progress of the Kern Bridge project. The project is currently on schedule to advertise for bids in July and to begin removal in September. There was discussion over tree clearing and obtaining an easement on the east side. Joe Litman, LHB, wants to do a site visit within the next few weeks and meet with property owners on both sides and township representatives. Jamie will notify the Board and Justin as soon as the meeting date and time is set.

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

The meeting was adjourned at 9:32 pm with a motion by Roger and second by June.

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.

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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
April 16, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on April 16, 2019. Board members that were present were June Lonnquist, Bryan Wendland, Leroy McClelland, and Roger Veldhuisen. Also present were Melanie Hulscher, Deputy Clerk/Treasurer, Brandon Zender, Assistant Fire Chief, and Lyle Femrite, Bolton & Menk.

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

**FIRE CHIEF UPDATE**

Brandon was present to tell the Board that McGowan Water Conditioning was donating a water softener and the labor to install it. There are additional materials needed for \$407 and they are requesting the township pay for it. Bryan made a motion to approve the purchase. Leroy seconded the motion. All voted in favor and the motion carried. When McGowan was present, it was also recommended to replace the water heater. No additional discussion concerning the water heater was had. Brandon will contact McGowan and get the project started.

They have received three applicants for new firefighters. The new scene lights have been ordered.

Brandon presented quotes for two complete hot water units: American \$3,750 and Scarpo \$3,300-3,900, depending on voltage. He recommends going with a 240 volt unit. Discussion was tabled until Justin can be a part of the discussion and to see how much he spends annually at 4 Seasons Truck Wash.

**NEW BUSINESS**

**EMPLOYEE REVIEWS**

Personnel reviews will occur after the May 7<sup>th</sup> meeting as long as Leroy is available.

**OLD BUSINESS**

**2019 BLACKTOPPING**

Lyle Femrite was present to present the Feasibility Report. After some discussion, Leroy made a motion to receive the report and set the improvement hearing for May 7<sup>th</sup> at 6:30 pm. Bryan seconded the motion. All voted in favor and the motion carried.

**RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON  
IMPROVEMENT**

**2019 STREET IMPROVEMENT PROJECT**

**WHEREAS**, pursuant to resolution of the South Bend Township Board of Supervisors adopted April 2, 2019, a feasibility report has been prepared by Bolton & Menk, Inc., with reference to proposed improvements to the following streets within South Bend Township:

- North Hawley Street from Olive Street to McCauley Street
- Olive Street from North Hawley Street to North Sturgis Street

- Anderson Street from McKinzie Street to Eleanor Street
- Eleanor Street from Anderson Street to a point approximately 250 feet south of Fire Hall Street
- 208<sup>th</sup> Lane from County Road 69 to 280<sup>th</sup> Lane
- 558<sup>th</sup> Lane from County Road 33 to the dead end south

**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 April 16, 2019, and

**WHEREAS**, the 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 Township Board will consider the improvement of such streets in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$176,400.
2. A public hearing shall be held on such proposed improvement on the 7<sup>th</sup> day of May, 2019, at the South Bend Township Hall, 306 S. McKinzie Street, Mankato, Minnesota at 6:30 p.m. and the Township Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the Board of Supervisors, South Bend Township, Blue Earth County, Minnesota, this the 16<sup>th</sup> day of April 2019

#### **EMERGENCY SIRENS**

After discussion, Leroy made a motion to replace the two current sirens and to add a third siren near the Ponderosa landfill. Roger seconded the motion. All voted in favor and the motion carried.

#### **ROAD GRADER**

Melanie presented an updated quote from RDO and the original quote from CAT. Leroy wants to table the discussion until the Board can meet with the representative from USDA Rural Development. They have tentatively set the meeting for May 7<sup>th</sup> before the reconvened Annual Meeting. Leroy will pass on the information to Jamie.

#### **KERN BRIDGE PROJECT**

Ryan Thilges met with landowners on both sides of the river and passed along information/requests from them to all involved with the project. Bryan wanted clarification as to whom was paying for the additional requests as the Board has only approved \$10,000 towards the project. June will talk to Scott Morgan from Mankato Township to get more information.

#### **NEWSLETTER DRAFT**

Melanie presented the draft of the newsletter for input and corrections. None were made. Jamie will have them printed and mailed as soon as possible.

## **MISCELLANEOUS**

There was discussion about the sink hole at the intersection of 208<sup>th</sup> Lane and County Road 69. The county will pay a portion of the overlayment.

Roger made a motion to officially tell Blue Earth County that the Township is not in favor of issuing a building permit for the recently purchased lot on Grant Drive as it is reserved for drainage. Bryan seconded the motion. All voted in favor and the motion carried. Jamie or June will contact George Leary.

Doug Schaller was present to state his interest in the open supervisor seat. No decision will be made until the May 7<sup>th</sup> meeting.

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

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

Respectfully Submitted by:

A handwritten signature in dark ink, reading "Melanie Hulscher". The signature is written in a cursive, flowing style. The first name "Melanie" is written in a larger, more prominent script, and "Hulscher" follows in a similar but slightly smaller script. The signature is positioned above a horizontal line.

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Melanie Hulscher, Deputy Clerk/Treasurer

**South Bend Township  
Special Meeting  
April 25, 2019**

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The special meeting of the South Bend Township Board of Supervisors was called to order at 3:04 pm on April 25, 2019. Board members that were present were June Lonnquist, Bryan Wendland, Leroy McClelland, and Roger Veldhuisen. Also present were Edward Gilmore and Laurie Balato from USDA Rural Development and Jamie Malvin, Clerk/Treasurer.

Mr. Gilmore and Ms. Balato presented information concerning their community facilities loan and grant program. The Township was specifically looking into options for updating the civil defense warning sirens, a fire truck, and a road grader. The amount of the grant would be limited by the median household income for the Township based off of the 2010 census. Based on the 2010 numbers, the median household in the Township was \$49,000. The Township would be able to get a maximum grant of 15% and the grant is based on the amount of the loan. The Township would be locked into the interest rate, currently at 4.25%, at the time of closing. The maximum term of the loan would be based on the life of the item. For the sirens, typical life expectancy is 7-10 years and for a fire truck, 15 years. The road grader would only be eligible for a 12-15 year loan on a used grader.

The Community Facilities Program is meant to be a last resort for municipalities. If other credit is available and reasonable, the Township would have to take it. The USDA grant/loan is meant to be a temporary option and they re-evaluate the situation in the 6<sup>th</sup> year of the loan and then every 2 years afterward.

Other notable items in relation to the program:

- No prepayment penalty
- Lengthy, multi-stage application process, typically 2-3 months
- Grant funding is on a priority point system
- Physical closing but no closing costs
- Payments are typically annual, and you have the option to do them via ACH
- Simple interest on the loan
- Township reserves must be used first.

The special meeting portion of the gathering was closed at 4:10 pm.

The road tour began at 4:10 pm. Board members were restricted to the blacktopped roads due to many of the gravel roads being too soft to drive on. Board members will look at gravel roads at a later date.

Notes concerning the blacktopped roads:

- Seal coating should be done on recently blacktopped roads
- Eleanor Street is in bad shape
- Need to overlay side streets in lower LeHillier
- Reach out to BEC concerning maintenance on 33/69

Road tour ended @5:30 pm.

Respectfully Submitted by:

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

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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Improvement Hearing  
May 7, 2019**

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

No residents were present. June closed the hearing at 6:50 pm.

Respectfully Submitted by:



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Jamie Malvin, Clerk/Treasurer



**South Bend Township  
Regular Meeting  
May 7, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:31 pm on May 7, 2019. Board members that were present were June Lonnquist, Leroy McClelland, and Roger Veldhuisen, and Bryan Wendland. Also present were Jamie Malvin, Clerk/Treasurer, Chasse Critzer, Fire Chief, Kyle Hulke, Fire Lieutenant, Lyle Femrite, Bolton & Menk, and Jim Johnson, Borgen, Inc.

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

**NEW BUSINESS**

**VARIANCE REQUEST—JANA HUSE 646 CLAY COURT**

Jana and Shawn Huse were present to request a setback variance to put a deck on the back of their house. Supervisor McClelland owns the neighboring property and had no issue with the request. The rest of the Board did not see any issues with the request and advised Jamie to contact George Leary.

**RIDGEWOOD ESTATES ARCHITECTURAL CONTROL COMMITTEE—HENSELS**

Donna and Mark Hensel were present to present documents relating to the Ridgewood Estates subdivision as the vacant lot next to their property was recently purchased at a tax forfeiture sale. The vacant lot houses the drainage pond for the subdivision and was thought to be undevelopable. When the new owner approached Blue Earth County, they were told that they should be able to build on the lot. After a long discussion, the Hensel's were advised that it was not a township matter but the Board is not in support of building on the lot as there has been a lot of money spent in the previous years to correct the drainage in the subdivision. The Board advised the Hensel's to keep working with Blue Earth County with the issue.

**APPOINTMENT TO VACANT SEAT**

Doug Schaller, Dennis Kleinow, and Timothy Vaubel all have expressed interest in the open Supervisor spot. After discussion, the Board decided to do a secret ballot, with Leroy abstaining.

	Round 1	Round 2
Dennis Kleinow	1	0
Douglas Schaller	2	1
Timothy Vaubel	2	4

Timothy Vaubel was pronounced the winner of the vote. He will be sworn in at the next regular meeting.

**OLD BUSINESS**

**2019 BLACKTOPPING**

Lyle Femrite was in attendance to answer questions relating to the proposed 2019 Overlay project and present the Improvement Report. No residents were at the Improvement Hearing prior to the Re-Convened Annual Meeting. Lyle recapped the streets to be overlaid. Residents wanted to know who decided on the roads and how they made the decisions. Leroy explained that the roads are toured by the Board annually and they work with Justin for recommendations on road work.

Jim Johnson was also present to discuss options from Bargaen that would help extend the useful life of the roads.

After much discussion, the Board would like to view a proposal from Jim with his opinions on the blacktopped roads. Further action was tabled until the next meeting.

**KERN BRIDGE UPDATE**

There was a conference call on April 29<sup>th</sup> to update entities of the progress of the project. Both the DNR and USACE permits have been submitted. Mankato Township is working to get tree removal completed by May 31. A site visit occurred on May 1 with the County and Townships meeting on-site to go over property considerations. Construction is expected to begin in August/September.

**USDA RURAL DEVELOPMENT FINANCING: ROAD GRADER, FIRE TRUCK**

Tabled until next meeting to get financing options from CAT.

**RESIDENT LETTERS: DIKE ENCROACHMENT/ORDINANCE ENFORCEMENT**

Tabled until next meeting.

**EMPLOYEE REVIEWS/PAY EQUITY COMPLIANCE**

Tabled until next meeting.

Leroy 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 9:59 pm with a motion by Roger and second by Bryan.

Respectfully Submitted by:

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

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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
May 21, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:14 pm on May 21, 2019, after the swearing in of Tim Vaubel, Tony's replacement. Board members that were present were June Lonnquist, Leroy McClelland, and Roger Veldhuisen. Bryan Wendland was absent. Also present were Jamie Malvin, Clerk/Treasurer, Chasse Critzer, Fire Chief, and Kyle Hulke, Fire Lieutenant.

Minutes from the March and April meetings were reviewed. The Board would like to take the time to look at them further and approve or edit them at the next regular meeting.

**FIRE CHIEF UPDATE**

Kyle has scheduled the three trucks to have the chevrons installed on May 31, June 3, and June 4. The Eagles Club is donating \$2,100 towards the cost. The cost has increased since the department got the original estimate and the total cost will now be approximately \$2,445. Roger made a motion to approve the Fire Department paying for the increased cost. Leroy 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. Eagles Aerie 269—Mankato	\$2,100

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

<u>Donation Number</u>	<u>Terms or Conditions</u>
2019-1	To be used for reflective chevrons on the fire trucks

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

**NOW, THEREFORE**, the Town Board hereby unanimously, resolves 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.

Cory has not had a chance to install the new lightbar yet. Chasse received a quote from Mike's Emergency Vehicle Service for \$137.50 to install it. Roger made a motion to have Mike do the installation. Leroy seconded the motion. All voted in favor and the motion carried.

At their last department meeting, the firefighters voted to purchase a turnout gear extractor from Alex Air. They were awarded a 90/10 grant in January for the purchase. They plan on doing a self-installation and verified with Alex Air that it will not void the manufacturer warranty. The quote from Alex Air was for \$4,098.00. They also received a quote for both an extractor and drying unit from BDS Laundry, \$7,768.00 and \$7,864.00 respectively. Roger made a motion to purchase the extractor from Alex Air. Leroy seconded the motion. All voted in favor and the motion carried. Jamie will send a purchase order to Jeff at Alex Air.

The department received a quote to purchase new hoods and gloves. The cost was \$2,740.00. Tim made a motion to purchase the hoods and gloves. Roger seconded the motion. All voted in favor and the motion carried.

The department is in the process of applying for a 50/50 grant to replace 10 of their pagers. The quote that they received is for \$4,700.00.

## **NEW BUSINESS**

### **READCENTER TO BANYON CONVERSION**

Lee Martin from Metering and Technology Solutions stopped by the office to discuss our current water meter endpoints and register. The current register software needs to be converted to a different software. The current annual fee for ReadCenter will go away and it will be a monthly, per meter, charge. Our current endpoints will still be compatible with the new software, however, they are no longer being made so when the current supply is gone, we will need to upgrade to new endpoints. After some discussion, the Board would like to have Lee present at a future meeting. Questions that the Board had are

- How many of our current endpoints are still available?
- What is the expected lifetime of our current endpoints?
- Do we have to update all at one time, or can we update as others fail?
- What is the cost of the actual meter head?

### **OPEN MEETING LAW REVIEW**

Jamie presented an article from the most recent MAT Magazine concerning the Open Meeting Law as well as the chapter from the MAT Handbook for review.

### **DALE WAY**

Leroy is wondering if Dale Way has ever been vacated or if it is still a township road as one of the residents is parking multiple vehicles in the roadway and blocking the driveway to his rental property. Jamie was able to find documents dated March 1, 1988, that showed the road as an accepted township road. She has not had time to look for maintenance records. One of the residents claims that it is not a road but her private driveway as she has been maintaining it for the last 7 years. There should be information in the deeds for the adjacent properties but everyone thinks that they own the road except Leroy. Roger made a motion to send a letter to all adjacent property owners to remove everything from the ROW. Tim seconded the motion. Leroy abstained. June, Roger, and Tim voted in favor and the motion carried. Jamie will contact the lawyer to write the letter.

### **ROADS/CULVERTS/DITCHES—DRAINAGE ISSUES**

Justin is working on various culverts and ditches in the township to improve drainage. Pictures from Beaver Avenue between Bison and Pioneer were reviewed. Roger and Bryan want to go out with Justin to look at the areas before the next meeting so that solutions can be discussed.

### **FURNACE/WATER HEATER**

With the cancer initiative concerning firefighter's, June is concerned about the furnace in the same room as the turnout gear. If all the gear is not able to be washed immediately after a call, the chemicals and carcinogens could be spread throughout the building by the furnace. The furnace is also the older of the two furnaces in the Town Hall with the newer one being replaced last year. June is wondering if

there is any annual maintenance inspections done and how much longer the furnace will last as its age was a concern when the other one was replaced. After discussion, Roger would like to get bids from Northern Comfort and Countryside for the replacement cost and installation.

## **OLD BUSINESS**

### **2019 BLACKTOPPING**

The 2019 Blacktopping Project and road maintenance were discussed.

Bargen could use some of their materials to get an additional 5-10 years out of the roads. Leroy feels that some roads only need crack fill and a seal coat. The Board would like to have a quote from Bargen with Jim's recommendations for all of the blacktopped roads for the next meeting. Justin will discuss it with Jim.

For the overlays presented by Bolton & Menk, Roger made a motion to pass the Resolution Ordering Improvement and Preparation of Plans and Specifications. Tim 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
- Mathews Street from Southbend Avenue to Eleanor Street
- McKinzie Street (south) from Anderson Street to a point 200 feet south of Fire Hall Street
- McKenzie Street (north) from McCaully Street thence approximately 220' north and 200' south.
- 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.

Roger also made a motion to approve the plans and specifications and order the advertisement for bids with the township reserving the rights to move some of the project to next year or completely remove roads. Leroy 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 Southbend Avenue to Eleanor Street, including widening by 3-4 feet
- McKinzie Street (south) from Anderson Streett to a point 200 feet south of Fire Hall Street
- McKenzie Street (north) from McCaully Street thence approximately 220' north and 200' south.
- 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.

#### **FINANCING OPTIONS—USDA RURAL DEVELOPMENT: ROAD GRADER, FIRE TRUCK**

Levi from RDO was present with an updated road grader quote and financing terms. He compared his quote to the one from CAT. The main difference that he noticed was that LED lights were not included on his quote but were on the CAT one. He highly recommended the LEDs over halogens and the cost would be approximately an additional \$2,000.

While Levi could not give specifics, he estimated that the lifetime of the machine would be about 10,000 hours. The warranty offered by both companies was for 8 years/4,000 hours. He did say that the machine would be in a high demand in 8 years if the township decides to trade in at that time for another new machine.

Levi also presented the lease-to-own figures through RDO for a government purchase. Term lengths of three to seven years were available with an interest rate of 4.75% for three to five-year terms, 5% for a six-year term, and 5.25% for a seven-year term. Term lengths through USDA Rural Development were available for 4.25% interest and any term length up to twelve years. Jamie presented options of different term lengths at the various interest rates to show the total cost, including interest, of the machine. June also presented two other forms from the application packet for the USDA loan. The first form was the "Certificate of Inability to Obtain Other Credit." There was discussion about reasonable rates and terms. The second form was the "Community Facilities Processing Checklist." The timeframe would be 45 days from the completion of the application. The application itself would take a minimum of three weeks. She also pointed out that there is a lot more documentation needed on the township's part with a federal loan.

Leroy and Tim would like to wait to make a decision on which grader to purchase until they are able to meet with Justin and get his opinion. Roger would like to wait until a full board is present. The topic was tabled until a later meeting.

#### **RESIDENT LETTERS: DIKE ENCROACHMENT/ORDINANCE ENFORCEMENT**

Jamie presented the letters from our attorney regarding the dike encroachments and the vehicles in the right-of-way. The Board would like the dike encroachment letter sent to all property owners on the south side of 169 adjacent to the Blue Earth River, residences and businesses. There was discussion about the property at 208 Eleanor Street having extra vehicles on both the road right-of-way and the township property adjacent to their property. June is wondering if a business is being operated out of the house. Leroy is wondering if a "No Trespassing" sign at the edge of the property would help? June suggested a fence but there would be additional issues related to mowing the grass. Roger made a motion to send out both letters to the respective property owners. Leroy seconded the motion. All voted in favor and the motion carried.

#### **EMPLOYEE REVIEWS/PAY EQUITY COMPLIANCE**

Employee reviews will happen at 5:00 pm before the June 4, 2019 regular meeting. Jamie will send out a reminder email to all board members.

#### **TABLED ISSUES**

Jamie presented a list of the following items that have been tabled so far in 2019:

- Fire Department Extractor
- Water Tower Mixer—revisit after summer inspection
- Road Grader purchase
- LED Upgrade
- 549<sup>th</sup> Avenue—Minimum Maintenance?
- Personnel Reviews
- Sirens—3<sup>rd</sup> Location, Justin verifying Frontline received the contract and deposit
- Gravel Bid—Roger wanted to do research
- Power Washer
- Water Heater Replacement

The Fire Department Extractor and Road Grader purchase were discussed earlier in the meeting and resolved for the night.

The LED upgrade quote was revisited. It was noted that the lamp over the counter next to the furnace was not on the quote. It would be an additional \$650 bringing the total quote price to \$7,780. After discussion, Roger and Leroy would like to see a quote for wiring for fans for the truck bays added per Randy Gish's recommendation. Roger made a motion to install the LEDs and get bids for fans. Leroy seconded the motion. All voted in favor and the motion carried.

Justin drove out to 549<sup>th</sup> Avenue and it is not posted as minimum maintenance. Roger believes that it was voted to make our section of the road a minimum maintenance roadway in the early 2000s. Jamie go back through minutes from January 2000 to the present to see if she can find the resolution by the June meeting.

Justin verified that Frontline received the contract and the only thing needed is a location for the 3<sup>rd</sup> siren. He will get location suggestions for the next meeting.

Roger has not looked at the gravel bid yet and item is tabled until the next meeting.

A power washer for the fire department was discussed. The option of a hot water power washer was discussed as it would be a better option for the township equipment, however, Justin does not have a place to wash the large equipment. The fire department will discuss a regular power washer at their next meeting and bring their request to the Board afterward.

The replacement of the water heater was discussed. Chasse suggested two point of use electric water heaters as a 40 gallon capacity unit is not needed for the amount of water used in the hall. The Board agrees with the Fire Department and has requested Justin and Chasse to get bids with installation.

The meeting was adjourned at 9:59 pm with a motion by Roger and second by Tim.

Respectfully Submitted by:




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Jamie Malvin, Clerk/Treasurer



**South Bend Township  
Regular Meeting  
June 4, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on June 4, 2019. Board members that were present were June Lonnquist, Tim Vaubel, Roger Veldhuisen, Bryan Wendland, and Leroy McClelland. Also present were Chasse Critzer, Fire Chief, Kyle Hulke, Fire Lieutenant, Lyle Femrite, Bolton & Menk, Rick Baird, City of Mankato, and Melanie Hulscher, Deputy Clerk/Treasurer.

Minutes from the March 5<sup>th</sup> and 19<sup>th</sup> and April 2<sup>nd</sup> and 16<sup>th</sup> regular meetings were read for information and approval. Roger motioned to approve the minutes. Tim 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**

**March Activities**

- Water/wastewater conference in St. Cloud.
- Plow snow and wing out roads.
- Clean out storm catch drains.
- Sand and rock icy roads.
- Scrape ice off roads.
- Ditch spring melt and rainwater
- Installed new starter in F450
- Serviced tandem and grader
- Closed flood gates and started flood pumps
- Monitor flood pumps and levy
- Requested bids from RDO and CAT for grader
- Requested bids from emergency siren companies
- Repaired existing sirens (fuses and reset button)
- Snow equipment off of tandem, grader, F450 and 4710
- Hauled rock to bad spots on various roads
- Replaced load of red rock borrowed from BE Hwy Dept
- Grade and monitor roads
- Test water weekly

**Upcoming Projects**

- Get estimates from contractors for replacing some culverts/ditch cleaning
- Work with the county on Acorn Ct drainage
- Meet with FEMA on Garland Ln
- Reclaim shoulders/ blade roads
- Haul rock to areas R&E can't
- Weekly water tests
- Monitor flood pumps and levy

- Finalize grader bids

Roger made a motion to have R&E haul rock for the township again. Leroy seconded the motion. All voted in favor and the motion carried.

It was brought to the Township's attention that there is a mudslide occurring on Hawkeye Lane, coming down from the turkey farm above. The county, Rick, and Justin will take a look at the situation to try to come up with a solution.

## **FIRE DEPARTMENT UPDATE**

No update available.

## **CLERK/TREASURER UPDATE**

### **Updates**

- Attended Law Review in April
- Researched various items: Dale Way/new wells/Water District creation
- Began cleaning
- Wrote and edited resolutions
- Started cataloguing road maintenance
- Began editing administrative policy
- Compiling information requested by the state auditor concerning their audit of the township
- Finished EOM filings

### **Correspondence**

- MN Department of Health: water test results
- Bolton & Menk informed the Township that they will be performing survey work for the State of Minnesota to accurately re-establish the existing Highway 169 boundaries through the corridor.
- Flex Transportation
- The State Demographer has population estimates for the township:
  - April 1, 2018 population estimate is 1,616
  - April 1, 2018 household estimate is 661
- The Summer Short Course will be Wednesday, June 19, at Country Inn & Suites from 8:30am to 12:30pm. Let Jamie know by Friday if you are attending.
- The Army Corp of Engineers completed a review of the Kern Bridge removal and issued a compliance certification, authorizing work to begin as outlined. Mankato Township is still working on ROW acquisition for the project and has decided to forgo the tree removals prior to construction due to delayed ROW negotiations and uncertainty of tree's needing removal. A conference call will be scheduled in the upcoming weeks.

## **NEW BUSINESS**

### **2019 BLACKTOPPING—LYLE FEMRITE**

Bid specifications are being written and will be sent out over the next week per the updated schedule. They will be opened on Thursday, June 13<sup>th</sup> at 11:00 am. Dan does not recommend including the condition of moving work to next year as he feels that the township may receive higher bids. It was noted that due to the condition of 208<sup>th</sup> Lane and N. Hawley Street, both streets need to be done this year. Birch Street also needs to be patched where there is a frost boil/hole.

Jim Johnson, Barga, Inc., is putting together his recommendations for seal coating and crack filling based on the products he has available and should have it ready for the next meeting.

#### **CLARION STREET WATER ISSUES—RICK BAIRD**

Water has been going over the road from the two ponds adjacent to the non-township portion of Clarion Street. After researching the issue, it was found that the ponds are not man-made, and development occurred around them. They are federally and DNR protected wetland waterways with approximately 488 acres of land draining into this area. They cannot be disturbed or altered and if any changes are proposed, they would need to go through Blue Earth County to apply for any changes. Neither Rick nor Blue Earth County feel that creating a watershed district would help the situation. Rick and Justin will investigate the area to see if there are any blockages and report back to the township.

#### **WATER/SEWER EXPANSION REQUEST—STEVE TOUSIGNANT**

Steve Tousignant, district manager for Old Dutch Foods, stopped into the Town Hall to ask about hooking into the water and sewer system for the buildings that they own located at 114 Spartan Street. He was originally thinking he could just hook across to Hillcrest but Jamie informed him that Hillcrest only is connected to the sewer and it is on the back of the property.

There is not currently a well on the property, but he asked if that was an option. Jamie advised him to contact Blue Earth County in regard to installing a well on the property. Steve was not at the meeting and the water and sewer system expansion was tabled until further notice.

#### **209<sup>TH</sup> LANE—ERNIE FRIESEN**

Ernie Friesen, 54206 209<sup>th</sup> Lane, was present to discuss the maintenance of his road. He is concerned that the road is not being maintained as much as it was previously. It is currently on Justin's list of roads that he will be working on in the near future.

#### **LORENTZ CONSTRUCTION EXPANSION**

Jeff Thompson, 212 N. Sturgis, and Gail Langsjoen, 207 N. Sturgis, were present to discuss the construction that has been going on at Lorentz Construction. They would like to know the status of the project. As of this month, Lorentz Construction has been in contact with Blue Earth County but has not formally requested any building permits or zoning changes. Currently, the only parcel that is zoned light industrial is the one with the current building on. The residents would like to get the Board, Lorentz Construction representative, and neighboring residents together to discuss the project as they are currently against the expansion due to the negative impact it will have on the neighborhood.

The Board set a public hearing for 7:00 pm at the July 16, 2019, Regular Meeting. Jamie will send out letters to all residents on the north side of the highway. Lorentz Construction, Blue Earth County, and the City of Mankato will also be invited.

#### **OLD BUSINESS**

##### **ROAD GRADER PURCHASE—MATT BINDERT**

The township received a new bid from CAT, the trade-in value has increased to \$66,000. After discussion, Bryan made a motion to accept the CAT bid to purchase the new road grader. Tim seconded the motion. All voted in favor and the motion carried.

**FURNACE**

Due to the cancer initiative with fire fighters, it was brought up that the furnace should be moved from it's current location as it is by the turnout gear. Carcinogens from the gear are being blown throughout the hall. Both the furnace and the water heater need to be replaced. The fire department will get quotes to replace both items and check into the possibility of moving the furnace into a different area.

**EMPLOYEE REVIEW**

Employee reviews will be held at 5:00 pm on June 18<sup>th</sup>, 2019.

**PUBLIC INPUT**

Micah Nettekoven, 436 Reno Street, was present to ask the township to fix the drainage around his house and to have the ditches mowed. Roger and Leroy will look at the drainage to find a solution.

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

The meeting was adjourned at 10:26 pm with a motion by Bryan and a second from Leroy.

Respectfully Submitted by:



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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
June 18, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on June 18, 2019. Board members that were present were June Lonnquist, Tim Vaubel, Roger Veldhuisen, Bryan Wendland, and Leroy McClelland. Also present were Melanie Hulscher, Deputy Clerk/Treasurer, Chasse Critzer, Fire Chief, Kyle Hulke, Fire Lieutenant, Lyle Femrite, Bolton & Menk, Jim Johnson, Bargen, Rick Baird, City of Mankato, and Aaron Stubbs, Blue Earth County.

**NEW BUSINESS**

**RE-ZONING REQUEST—LORENTZ CONSTRUCTION**

A public hearing was held concerning the request from Lorentz Construction's rezoning request. They are asking to rezone the three parcels adjacent to their current site, R50.08.14.104.012. Parcels presented for rezoning are

R50.08.14.401.008

R50.08.14.401.009

R50.08.14.401.016.

Numerous residents were present to ask questions and voice concerns about the project.

- What happens to the drainage of the area and will a storm drain be added?—There was a natural swale that appears to have been filled in and is causing basements, garages, and gardens to become flooded.
- How many trucks on a daily basis, current plus projected?
- Will the trucks continue to run 24 hours as it disturbs neighbors?
- Will the company put up a berm or fence around their property?
- Would drivers slow down, in both company vehicles and personal vehicles?
- Would this create a traffic loop with the entrance from Sturgis and a new exit to McCauley?
- Will the zoning change also decrease the value of adjacent homes?
- Will the increase in tax value of the business offset any decrease of the surrounding home values?
- Water runoff will impact organic vegetable garden in area.
- Will the increased truck traffic cause faster deterioration to McCauley and North Sturgis Streets, causing more frequent overlays and a higher cost to residential properties?
- What happens to the house that will be surrounded by "Light Industrial?"
- How much more land and air pollution will occur?—Residents report excess dust and oil/diesel runoff due to washing trucks outside.

Additional questions from the Board included

- What are the current expansion plans as they have recently bought concrete equipment and hired new employees for that part of the expansion?
- Has a feasibility study of the location been done to determine if this was an optimal location for any expansion prior to asking for rezoning?
- How long before Lorentz Construction outgrows the expanded location?

While it was noted that businesses have been a part of the neighborhood in the past and will most likely continue to be a part of the neighborhood, there is a concern that the residential neighborhood will be negatively impacted by the rezoning and potential growth of Lorentz Construction.

Andrew and Nicholas Lorentz were present but unable/unwilling to answer questions and refused to consider hypothetical compromises offered by the Board and residents. The Board tabled a decision until the next meeting.

**\*\*The Board decided to continue the discussion concerning the Lorentz Construction re-zoning request at the end of the meeting. After considerable discussion, the goal of the Board is to keep the businesses limited to their current footprints within residential areas. Leroy made a motion to deny the re-zoning request. Bryan seconded the motion. All voted in favor and the motion carried. Jamie will draft a letter to Blue Earth County with the decision.**

#### **LEVEE DRAINAGE STORM SEWER PIPING INSPECTION**

Justin presented quotes to inspect the storm sewer piping of the levee. It is supposed to be done every five years, but he cannot find records of it. The quotes received were

<b>Company</b>	<b>Bid Total</b>
<b>Empire Pipe Services</b>	\$5,310.00
<b>Ground Works</b>	\$4,950.00

Bryan made a motion to go with Empire Pipe Services. Roger seconded the motion. All voted in favor and the motion carried.

#### **TOWNSHIP CULVERT/DITCH WORK QUOTES**

Justin received quotes to do work around the township including ditch and culvert cleaning, ditch reshaping, and culvert replacement.

<b>Company</b>	<b>Bid Total</b>
<b>Deegan Construction</b>	\$28,100.00
<b>Ground Works</b>	\$32,075.00
<b>Lorentz Construction</b>	\$45,492.50
<b>Crystal Construction</b>	\$49,820.00

Leroy made a motion to go with Deegan Construction. Roger seconded the motion. All voted in favor and the motion carried.

The material costs for mitigating washouts on Beaver/Pioneer will cost approximately \$1,280. Bryan made a motion to go ahead with the purchase. Leroy seconded the motion. All voted in favor and the motion carried.

#### **OLD BUSINESS**

##### **2019 BLACKTOPPING/STREET REPAIRS**

The bids for the 2019 Blacktopping project were opened on Thursday, June 13, 2019.

<b>Company</b>	<b>Bid Total</b>
<b>Nielsen</b>	\$158,160.00
<b>Minnesota Paving &amp; Materials</b>	\$158,184.00
<b>WW Blacktopping</b>	\$159,329.00

Jim Johnson, from Barga, Inc., was present but did not have a written estimate for his proposed projects due to unforeseen circumstances. He will get a written estimate to Justin before the next meeting.

Further discussion was tabled on both blacktopping and street repair until the next meeting.

#### **CLARION STREET WATER ISSUE**

Upon inspection of the wetland areas surrounding the ponds near Clarion Street, a property at 302 Neubert Lane was found to have been grading, filling, and/or excavating without required permits and was served a Stop Work-Cease and Desist Order. The wetland team will be meeting onsite to assess what restorations are needed, if any, to make the wetland function properly and a hydrological study will be performed.

#### **ROAD GRADER FINANCING OPTIONS**

The current balance of the Road and Bridge portion of the Capital Reserve Fund is \$83,712.64. The 2019 and 2020 levies will add \$30,000 per year to the Road and Bridge Capital Reserve Fund. CAT ran two different terms with both the trade-in and the trade-in plus \$50,000 to give the township finance options. The interest rate is set at 4.15%. The CAT paperwork also included an annual insurance payment. Jamie has contacted MATIT and CAT's insurance is not necessary. She is just waiting for the purchase date to have the paperwork finalized.

<b>Down Payment</b>	<b>Term</b>	<b>Annual Payment</b>
<b>\$66,000.00</b>	5 years	\$65,087.65
<b>\$116,000.00</b>	5 years	\$53,808.92
<b>\$66,000.00</b>	7 years	\$48,340.66
<b>\$116,000.00</b>	7 years	\$39,963.94

Bryan made a motion to only take the \$66,000 for the trade-in value and sign the term for seven years without CAT's insurance for annual payments of \$48,340.66. Leroy seconded the motion. On a roll call, Bryan, Leroy, Tim, and June voted yes; Roger voted no. Motion passed.

There was discussion concerning adding the v-plow hook adapter to the purchase, approximately \$1,700. The Board decided to wait and see if it was necessary.

#### **DIKE TREE REMOVAL QUOTES**

Justin talked to Quality Tree about their previous quote to make sure that he had been looking at the same trees for removal. He also received a quote from Mankato Landshapes as requested by the Board at the June 4, 2019, meeting.

<b>Company</b>	<b>Bid Total</b>
<b>Quality Tree Services</b>	\$9,360.00
<b>Pfeffer Tree</b>	\$17,580.00
<b>Mankato Landshapes</b>	\$21,630.00

Tim made a motion to go with Quality Tree Services. Bryan seconded the motion. All voted in favor and the motion carried.

The meeting was adjourned at 9:54 pm with a motion by Bryan and a second by Tim.

The meeting was reopened at 9:54 pm to recap the results of the employee reviews held prior to the regular meeting.

**EMPLOYEE REVIEWS RECAP**

Employee reviews were held at a closed meeting prior to the June 18, 2019, regular meeting. A performance review for Justin was completed and his work was found satisfactory. A pay increase of \$1 was suggested, effective June 1, 2019. A performance review for Jamie was completed and her work was found satisfactory. A pay increase of \$3 was suggested, effective June 1, 2019. Roger made a motion to approve suggested pay increases. Leroy seconded the motion. All voted in favor and the motion carried.

The meeting was adjourned at 9:57 pm with a motion by Bryan and a second by Tim.

Respectfully Submitted by:

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

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Melanie Hulscher, Deputy Clerk/Treasurer



**South Bend Township  
Regular Meeting  
July 2, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:02 pm on May 7, 2019. Board members that were present were June Lonnquist, Roger Veldhuisen, Bryan Wendland, and Tim Vaubel. Leroy McClelland was absent. Also present was Chasse Critzer, Fire Chief.

Minutes from the June 4 and June 18, 2019, regular meetings were read for information and approval. Roger stated that the second on the June 4<sup>th</sup> motion to approve the meeting minutes should have been Tim, not himself. Roger made a motion to approve the minutes as amended. Bryan seconded the motion. All voted in favor and the motion carried.

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

**MANAGER OF PUBLIC WORKS & WATER SUPERINTENDENT UPDATE**

No report available.

**FIRE CHIEF UPDATE**

There were two fire calls, both mutual aids. There is a house burn scheduled for July 27<sup>th</sup>. The Department will receive \$1,700 for it.

Truck 5415 is leaking again at a seam on the pipe. Cory and a contractor will attempt to fix it again.

The chevrons have been finished and a thank you is being sent to the Eagle's Club.

**CLERK/TREASURER UPDATE**

**Updates**

- Attended Summer Short Course
- Attended Managing Multiple Priorities, Projects and Deadlines Seminar
- Began cleaning
- Wrote and edited resolutions
- Started cataloguing road maintenance
- Began editing administrative policy
- Finished EOM filings
- Began EOQ filings
- Payroll
- Research: fence law, special assessment guidelines, BEC ordinances, rezoning/spot zoning
- EPA Close Out Documents
- Began Banyon conversion
- Mailed dike and nuisance letters
- Began updating YTD budget for 2019
- 2019 Blacktopping proposed assessment rolls
- Consult with attorney for various items, including Dale Way letter and towing ordinance

- Fire Department training reimbursements
- CAT paperwork, MATTT insurance documents
- Kern Bridge Conference call

#### **Upcoming Projects**

- Finish EOM and EOQ filings
- Finish Administrative Policy
- Finish 2019 Resolutions to-date, 2018 Resolutions
- Continue cleaning and scanning documents
- Continue road maintenance logs
- Finish Banyon conversion

### **NEW BUSINESS**

#### **VARIANCE REQUEST—DENNIS TURTLE**

No show. No action taken.

#### **HILLCREST PARKING LOT PROJECT**

Cory James, IS Group, was present to present plans for the renovation and drainage improvements for the Hillcrest parking lot. Bryan made a motion to approve the parking lot and drainage improvements. Roger seconded the motion. All voted in favor and the motion carried.

#### **BEACON CONVERSION**

Lee Martin, MTS, was present to discuss necessary future upgrades to the meter heads on the water meters. There are different options for new meter heads that are compatible with our Trimble reader and the type of head will determine the cost and how meters can be read. The Board requested a study to see if a cellular head would work for the township. Lee will work with Jamie and report back to the Board with the results of the study. Other local users are Eagle Lake, Byron, and Rochester. Potential new users are Mankato and North Mankato. With cellular readers, the residents could monitor their own usage through a free app.

#### **LORENTZ CONSTRUCTION LETTER**

Jamie received a phone call from the Blue Earth County Sheriff's Department concerning speeding along McCauley Street by Lorentz Construction employees. The Township was requested to put up speed limit signs and watch for children signs. He also suggested sending a letter to notify Lorentz Construction of calls being received about their drivers. After some discussion, the Board would like to send the letter to all residents and businesses on the water system concerning speeding in residential areas. They would also like to have it addressed in a newsletter to go out around the beginning of August. The Board would also like to know what a speed study of the area would involve or if a residential area could be changed to a 20 MPH speed limit by the Township. Jamie will look into these things and report back at the next meeting.

#### **CUP REQUEST—STAPLES OIL COMPANY**

Ryan Gilbertson, Staples Oil Company, was present to request a conditional use permit to operate a bulk fuel sales and storage facility at 54456 Gadwell Road. The area is currently zoned as Heavy Industry and would need a conditional use permit because a bulk fuel sales and storage facility is permitted under Light Industry.

Ryan stated that there will be considerable clean up when they arrive on site. They plan to have an office with 3-4 salesmen/drivers based there. They plan to have an enclosed shop building to house a bulk fuels truck that will be used primarily to provide fuel to the Union Pacific Railroad throughout Southern MN. No heavy maintenance will be performed on vehicles at this location and there will be no onsite truck washing. The Board had questions concerning the size of the storage tanks and related regulations. MPCA would oversee the storage units. Roger made a motion to approve the CUP. Tim seconded the motion. All voted in favor and the motion carried. Jamie will pass the information along to Blue Earth County.

#### **VARIANCE REQUEST—TIM WENTZ**

Tim Wentz, 20464 549th Lane, was present to present drawings and request a variance for an elder care unit to be attached to his house. The proposed structure will include a living area and an attached garage, allowing his parents to have assistance readily available. When the elder care expansion is no longer in use, the kitchen will be removed, and it will become a living space addition to the existing home. Roger made a motion to approve the variance request. Bryan seconded the motion. All voted in favor and the motion carried. Jamie will forward the response to Blue Earth County.

#### **DALE WAY**

Leroy had concerns about residents adjacent to Dale Way mowing Township property. He was not present to give more information so no action was taken.

#### **PEM SIGNAGE**

Kelly McCabe, PEM, was present to present the potential signage and possible locations for signage near their new building. After some discussion, Tim asked that Kelly come back to the Board once they finalize the plans and location.

#### **OLD BUSINESS**

##### **2019 BLACKTOPPING/ROAD MAINTENANCE**

After some discussion, Roger made a motion to go ahead with the overlay of North Hawley Street and 208<sup>th</sup> Lane. Tim seconded the motion. All voted in favor and the motion carried. Jamie will send notices for the Assessment Hearing, August 6, 2019, at 6:00 pm.

#### **RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION OF PROPOSED ASSESSMENT 2019 STREET IMPROVEMENT PROJECT**

**WHEREAS**, by a resolution passed by the Township Board on July 2, 2019, the Township Clerk was directed to prepare a proposed assessment of the cost for proposed improvements to the following streets within South Bend Township:

- North Hawley Street from Mccauley Street to Olive Street
- 208th Lane from County Road 69 to a point 1000 feet west

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

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

1. That the portion of the cost of such improvement to be paid by the Township is

hereby declared to be \$51,532 and the portion of the cost to be assessed against benefited property owners is declared to be \$34,668.

2. That assessments shall be payable in equal annual installments extending over a period of ten (10) years, the first of the installments to be payable on or before the first Monday in January 2020 and shall bear interest at the rate of seven and a half percent (7.5%), 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.

**RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT  
2018 STREET IMPROVEMENT PROJECT**

**WHEREAS**, by a resolution passed by the Township Board on July 2, 2019, the Township Clerk was directed to prepare a proposed assessment of the cost for proposed improvements to the following streets within South Bend Township:

- North Hawley Street from Mccauley Street to Olive Street
- 208th Lane from County Road 69 to a point 1000 feet west

**WHEREAS**, the Township Clerk has notified the council that such proposed assessment has been completed and filed in his/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 6th day of August 2019 in the South Bend Township Hall, 306 S. McKinzie Street, Mankato, Minnesota at 6:00 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 City 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.

The Board received a written quote from Bargaen concerning his proposed work to township roads. They also received a quote from Bertram Asphalt Company for their recommendations. Bargaen recommends crack repair on McCauley Street, LeHillier Street from the gas station west to the dead end, South Hawley Street, Mathews Street, Fire Hall Street and South McKinzie Street. They also recommend mastic gap repairs on the following streets:

- Eleanor Street \$2,700
- Birch Avenue (approximately 12 areas) \$6,800
- Maplewood Drive \$5,200
- Olive Street between North Hawley and North Sturgis \$3,000

Bargaen also recommends using replay on the following areas:

- McCauley Street \$7,518
- Mathews Street \$8,855
- Grant Drive and short drive on Pintail Street \$7,050
- Badger Lane \$8,866

The total price of the project will be dependent upon which procedures and streets the Board chooses. Bertram recommends approximately 7,220 linear feet of crack sealing on McCauley Street, LeHillier Street, South Hawley Street, Mathews Street, Fire Hall Street, and South McKinzie Street. They recommend approximately 24 tons of spray patching on Eleanor Street, Birch Avenue, Maplewood Drive, and Olive Street. They recommend chip sealing, approximately 16,132 square yards, on McCauley Street, Mathews Street, Grant Drive, Pintail Street, and Badger Lane.

	Bargaen	Bertram
<b>Crack Sealing</b>	\$11,950.00	\$7,960.05
<b>Spray Patching</b>		\$16,560.00
<b>Chip Seal</b>		\$36,942.28
<b>Mastic Gap Repair</b>	\$17,700.00	
<b>RePlay</b>	\$32,289.00	
<b>TOTAL</b>	<b>\$61,939.00</b>	<b>\$61,462.33</b>

After discussion, Roger made a motion to proceed with Bargaen's quote to crack seal the recommended streets and to apply mastic gap repairs as noted on the four roads. Tim seconded the motion. All voted in favor and the motion carried.

Discussion concerning the replay application to McCauley Street, Mathews Street, Grant Drive/Pintail Street, and Badger Lane occurred and it will be revisited for 2020. Any additional pot hole repair for 2019 would be handled by Justin.

### **333 CLARION STREET**

Blue Earth County will not share costs regarding the drainage issues until an engineer is involved.

### **RESIDENT LETTERS: DALE WAY**

Letters from the attorney regarding Dale Way was reviewed and approved to be mailed with the addition that the items within the right-of-way need to be removed within 30 days from mailing.

### **AUGUST 6, 2019 REGULAR MEETING**

The District 2 Annual Meeting and Election is scheduled for the same night as our first August meeting. No one from the Board is planning on attending the District 2 meeting so there is no reason to change the township meeting.

## **PUBLIC INPUT**

The annual MS4 report was available for review.

Agenda and notes from the most recent Kern Bridge Conference Call were available for review.

Charter franchise payment for the first quarter of 2019 was \$1,325.99.

The Lorentz Construction re-zoning request was revisited. Residents were present to voice various concerns. The main questions brought up and discussed were

- Can Lorentz Construction haul in snow from other cities and place it on their property? Is there a statute that allows this?
- How will expansion effect the quality of life for the residents? Many already cannot have their windows open due to dust and noise.
- Has Lorentz Construction exceeded their current zoning?
- Should a new CUP be addressed?

Roger made a motion concerning the horseshoe property. No second was made. After further discussion, Roger withdrew his motion. No further action has been taken and the denial recommendation stands. June will attend the County meeting on July 4<sup>th</sup>, 2019, per Blue Earth County's request.

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

The meeting was adjourned at 9:42 pm with a motion by Roger and second by Bryan.

Respectfully Submitted by:



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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Public Hearing  
August 6, 2018**

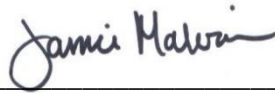
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The public hearing of the South Bend Township Board of Supervisors was called to order at 6:45 pm. Board members that were present were June Lonnquist, Roger Veldhuisen, Bryan Wendland, and Leroy McClelland.

No residents were present.

The hearing was closed at 6:51 pm with a motion from Roger and a second by Leroy.

Respectfully Submitted by:



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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
August 6, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:02 pm on August 6, 2019. Board members that were present were June Lonnquist, Tim Vaubel, Roger Veldhuisen, Bryan Wendland, and Leroy McClelland. Also present were Jamie Malvin, Clerk/Treasurer, Chasse Critzer, Fire Chief, Kyle Hulke, Fire Lieutenant, Lyle Femrite, Bolton & Menk, and Chuck Brandel, I-S Group.

Minutes were not available.

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**

All three of the new civil defense sirens have been installed. Two of them are hooked up to electrical service, the third is operating off of the battery but will be hooked up soon.

CAT has a service plan option where they will service the grader once a year or every 500 hours. The cost is \$673.73 and includes them changing all filters, taking fluid samples, and checking for any warrantied issues. The discussion was tabled until Justin can explain more.

Justin would like to have Rob Stone work part-time to help with some tree trimming, hauling rock, filling potholes, and some dike work. Leroy and Bryan do not have any issues with the help as long as time is kept. Tim made a motion to hire Rob as a part-time employee, as needed, at \$24/hour. Leroy seconded the motion. All voted in favor and the motion carried.

Justin is working on getting permission to use Mankato's confined space tripod. If Mankato says no, he would like to purchase one. The cost of the kit is \$2,959.95. Leroy feels that the price is high and would like to know what all is included in the kit as he has found some around \$1,400. There was also discussion about the possibility of renting a tripod, but Leroy would prefer to purchase one for the township. He also stated that there are training and safety videos available online. Leroy also stated that there are not any OSHA standards but there are industry best practices that include training and forms. He has also talked with Mayor Dehen of North Mankato and Justin would be allowed to sit in on their annual confined space training. The Board is not comfortable with Justin using the tripod without a second person present and training completed. Discussion was tabled until there is more information about the kit.

One of the pumps in the East Flood Pump Station is leaking oil. Justin has contacted Beemer and they would like to wait until December or January to inspect/repair. He is talking with Quality Flow to see what their availability is. The other two pumps are working fine and only one pump runs at a time, alternating each on/off cycle.

Empire Pipe will be televising later this week. Deegan Construction will also be beginning the approved projects this month.



Justin has been working with the Department of Transportation to figure out the cause of the water issues between LeHillier Street and 169, west of the gas station, and the sink hole on the south end of North McKinzie Street.

## **FIRE DEPARTMENT UPDATE**

The fire department completed the house burn on July 27. They have received a few calls but most of them were cancelled before they could respond.

Kyle would also like to bring it to the Board's attention that there are some street signs that are faded or blocked by shrubs/trees. Justin will replace the signs as needed and trim various foilage.

They participated in the North Mankato Fun Days parade and received compliments from residents. Leroy thought that they represented the township well. June also received compliments from various residents.

Truck 5415 is no longer leaking. A section of the old pipe was cut out and replaced. When doing the repair, they looked inside, and the tank is rusting from the inside out and the fix most likely won't last very long.

A few meetings back, Chasse had approached the Board about allowing the chief to spend up to a certain dollar amount for larger equipment that was being offered at a steep discount to replace some of the aging items. The Board requested the Fire Department to come up with a wish list of larger items. After discussion with the Fire Department and with Jeff from Alex Air, Jeff felt that a good pre-approved purchase limit would be \$25,000. The Fire Department thinks that extraction equipment would be the only large item that they would purchase. Leroy would feel more comfortable with a specific list rather than a set amount. Bryan made a motion to allow Chasse to spend up to \$25,000 on extraction equipment only if it were to come up at a discounted price. Leroy seconded the motion. All voted in favor and the motion carried.

Jamie was approached by Brandon about the possibility of getting a credit card for emergency purchases. Chasse does not feel it is necessary.

There was discussion about the furnace replacement and the option of air conditioning. Chasse has not had time to contact anyone yet but hopes to within the next couple weeks. Chasse did present a quote to replace the truck bay doors with a taller one and to make the necessary repairs to the clerk's office. He has contacted Robert W. Carlstrom, Web Construction, Goodrich Construction, APX Construction Group, Rice Companies, and De Mars Construction. Rice and Carlstrom both came out but only Carlstrom gave a bid. None of the other companies, including Rice, won't call him back. The estimate from Carlstrom was \$46,320.00 and the project would take 2-3 weeks to complete. Bryan feels that the bid is high and doesn't understand why other companies won't call back Chasse. He will contact a few of the other contractors and have them get ahold of Chasse to get quotes written up. Chasse added that the township would be able to purchase a regular truck as opposed to having a custom truck built, saving \$250,000 to \$300,000. The township would also have the option of purchasing a used truck if one becomes available and meets our needs. The discussion was tabled until the next meeting for Bryan to reach out to additional contractors.

## **CLERK/TREASURER UPDATE**

Jamie received a letter from Couri & Ruppe Law Office about their upcoming free Township Legal Seminar. There are three dates this fall at various locations and you can register directly from their website.

The township also received notification from Xcel Energy regarding the Huntley-Wilmarth Transmission Line Approved Route. The route will go west of the township. There is a small area under additional study located northwest of Vernon Center. The commission approved the route on June 27, 2019 and they are working on easement acquisition now through December 2019 and construction is expected to begin in the Spring of 2020, to be completed the Winter of 2021.

Jamie reached out to Ryan Thilges with the Blue Earth County Highway Department regarding changing the speed limit on McCauley Street. Based on Minnesota State Statutes 169.11 and 169.14, he feels that the township is able to change the speed by resolution. In Statute 169.14, the speed limit may be set at 25 miles per hour in residential roadways if adopted by the road authority having jurisdiction over the residential roadway. A residential roadway is defined in Statute 169.11 as a city street or town road that is less than one-half mile in total length. The other option that the township could use would be to contact Scott Thompson, MNDOT D7 Traffic Engineer, and have a speed study conducted. The downside to this option is that speed studies take a long time to conduct and do not always give the recommendation that the municipality wants.

Leroy made a motion to set the speed limit on McCauley Street at 25 miles per hour. Bryan seconded the motion. All voted in favor and the motion carried. Jamie will contact the lawyers to get the documents filed in the correct locations.

### **A RESOLUTION DESIGNATING A RESIDENTIAL ROADWAY SPEED ZONE**

**WHEREAS**, Minn. Stat. § 169.14, subd. 2(b) allows a local road authority to adopt a 25 m.p.h speed limit on residential roadways;

**WHEREAS**, a “residential roadway” is defined in Minn. Stat. §169.01, subd. 64 as “. . . a town road that is less than one-half mile in total length;”

**WHEREAS**, Minn. Stat. § 169.14, subd. 2 (b) indicates that a 25 m.p.h. speed limit on a designated residential roadway is not effective unless the signs are erected designating the speed limit and indicating the beginning and end of the residential roadway on which the speed limit applies;

**WHEREAS**, the town officers have conducted an on-site inspection of the area and have determined the following described road(s) or road segment(s) are appropriate to designate as residential roadways for the purpose of establishing a 25 m.p.h. speed zone:

McCauley Street from US HWY 169 to the end of the road at North Hawley Street.

**WHEREAS**, the town board, as the local road authority over town roads, has the authority to designate a 25 m.p.h. limit on residential roadways without the need to have a speed study conducted by the Minnesota Department of Transportation;

**NOW, THEREFORE, BE IT RESOLVED**, the town board of South Bend Township, Blue Earth County, Minnesota does hereby designate the above described road(s) or road

segment(s) that are no greater than one-half mile in length as residential roadways for the purposes of Minn. Stat. § 169.14, subd. 2(b);

**BE IT FINALLY RESOLVED**, the town board directs 25 m.p.h. regulatory speed limit signs and signs designating the beginning and end of the residential roadways be erected on these roads in accordance with the current Minnesota Uniform Manual on Traffic Control Devices.

## **OLD BUSINESS**

### **GRANT DRIVE VACANT LOT**

June received an email from Donna Hensel, 1920 Grant Drive, regarding the vacant parcel next door to her house, 1900 Grant Drive. Jamie also received a phone call from Teresa McGowan, 1921 Grant Drive, regarding the same parcel. Both women are concerned with the lack of maintenance and upkeep of the land as it is becoming an eye sore. The township does not have any way of going onto a property and cleaning it up without updating the ordinances. Per the covenant agreement of the subdivision, it is responsibility of the Architectural Control Committee to contact the property owner, not the township.

## **OLD BUSINESS**

### **2019 BLACKTOPPING—LYLE FEMRITE**

Lyle presented a recap of the project, stating that the Board has decided to proceed with the overlay of 208<sup>th</sup> Lane and North Hawley Street between McCauley Street and Olive Street. Shirley Rosenau, 425 McCauley Street, was present to voice her opinions on the overlay. She would like to have the Board take into consideration the cost of the assessments to each resident as the road is not travelled by many vehicles on a daily basis. She would also like to make sure that there is something done regarding the alleyway intersection as there is a large pothole there currently. Bryan suggested that we could blacktop into the alley to prevent the issue. He also stated that there is a drainage issue in that section and that Justin will look at it.

As there were no other residents, Leroy made a motion to adopt the assessment. Roger seconded the motion. All voted in favor and the motion carried. Roger then made a motion to award the contract to Nielson Blacktopping for the overlay of 208<sup>th</sup> Lane and North Hawley Street from McCauley Street to Olive Street. Leroy seconded the motion. All voted in favor and the motion carried.

## **RESOLUTION ADOPTING ASSESSMENT FOR 2019 BLACKTOPPING PROJECT**

**WHEREAS**, pursuant to proper notice duly given as required by law, the Town Board has met and heard and passed upon all objections to the proposed assessment for the proposed improvements to the following streets within South Bend Township:

- North Hawley Street from McCauley Street to Olive Street
- 208<sup>th</sup> Lane from County Road 69 to a point 1000 feet west

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.

2. Such assessment shall be payable in equal annual installments extending over a period of ten (10) years, the first of the installments to be payable on or before the first Monday in January 2020, and shall bear interest at the rate of seven and a half percent (7.5%) per annum.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city treasurer, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and he/she may, at any time thereafter, pay to the Township Clerk the entire amount of the assessment remaining unpaid. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
4. The clerk shall forthwith transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over in the same manner as other municipal taxes.

#### **RESOLUTION ACCEPTING BID FOR 2019 BLACKTOPPING PROJECT**

**WHEREAS**, pursuant to an advertisement for bids for the 2019 Blacktopping Project, bids were received, opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

- \$158,160 from Nielsen Blacktopping, Inc
- \$158,184 from OMG Midwest, Inc., dba Minnesota Paving & Materials
- \$159,329 from W.W. Blacktopping, Inc.

**AND WHEREAS**, it appears that Nielsen Blacktopping, Inc., of Kasota, MN is the lowest responsible bidder,

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

1. The clerk is hereby authorized and directed to enter into the attached contract with Nielsen Blacktopping, Inc., of Kasota, MN, in the name of the Township of South Bend for the improvement of the following roads within South Bend Township according to the plans and specifications therefor approved by the Town Board and on file in the office of the Town Clerk:
  - North Hawley Street from McCauley Street to Olive Street
  - 208<sup>th</sup> Lane from County Road 69 to a point 1000 feet west

#### **CLARION STREET WATER ISSUES—CHUCK BRANDEL**

Chuck Brandel, from I-S Group, was present on the request of Blue Earth County to present options that the Township has regarding the water drainage issues. He presented a proposal to create a drainage master plan to identify problem areas, diagnose the causes, and develop both short-term and long-term strategies to address current issues and to prevent future issues from being created. The proposal included two phases with the option of having final construction documents prepared. Phase 1 would be to create a Preliminary Report. Phase 2 would entail ISG performing a hydrologic and hydraulic review of the watershed. After the reviews are completed, the Township would be provided with hydraulic modeling solutions. The costs are outlined below.

Service	Cost
Phase I — Preliminary Options	\$3,000
Phase II — Watershed Study and Hydrologic/Hydraulic Model	\$15,000
Construction Documents	\$9,000
<b>Total</b>	<b>\$27,000</b>

After further discussion about the Clarion Street issue and water issues along Birch Avenue in the Acorn Court area, Chuck will be going back out to look closer at the two areas and will bring a few options to the Board at the next meeting.

The Board also discussed an email from Melissa Stark, 505 Acorn Court. One of her neighbor's dug a trench that she feels caused damage to her yard. It was also noted that part of the roadway was under water for a few weeks. Jason Bruns, 506 Acorn Court, was present to ask if there was any way that the county would help with the financial cost because a watershed plan was not required at the time that the subdivision was completed. It was noted that one of the three ponds did not have a natural outlet. Jason expressed concern that without a plan in place, creating an outlet could cause other properties to flood and would only be a short-term solution.

#### **DALE WAY**

Jamie talked to Sara Perino, Mapping Coordinator, Blue Earth County, concerning Dale Way. She had found a survey done by Survey Services in 2012 when Dennis Kleinow bought the property at 906 Birch Avenue. Sara also pulled the titles for the properties adjacent to Dale Way and mapped them out on Beacon. \*\*Image is on file in the Clerk's office.\*\* The map shows that some of the property titles do have an underlying ownership of the roadway, however, the road is a township road and would only be applicable if the road would be vacated by the township.

Wanda Kump, 536 Neubert Lane, and Dave Williams, 522 Neubert Lane, were present to say that they have talked to a couple survey companies but the cost of a survey is approximately \$1,900. Wanda also had a map with Dale Way being labeled as Hill Street that she said was from Blue Earth County. There is a record of Hill Street being vacated, however, on the revised township plat, Hill Street was between Neubert Lane and Hemlock Road/CSAH 33.

After it was explained that the road is not a private driveway, the Board stated that the road will be maintained and plowed just like any other road and that it needs to be open for everyone to drive on. There are some logistics that need to be worked out as far as a turnaround point for plowing snow. Leroy also stated that Dennis Kleinow was interested in having the section in front of his property and to the end of the road to the west vacated, but the Board will not be making any decisions until a formal petition has been submitted. Roger also stated that Dennis is willing to work with the township in regard to having a turnaround or use of his second driveway by the township for maintenance reasons.

#### **ORDINANCE REGARDING PARKING AND TOWING VEHICLES**

June advised the Board to look through the draft ordinance received from our attorney and to pay attention to section 700 discussing the enforcement and the role of a PEO, Parking Enforcement Officer. Jamie will contact the attorney to see if we can hire out the enforcement officer.

**PEM SIGNAGE**

John Kapsner, PEM/AFI, contacted June regarding placement of their sign within township road right-of-way. They would like to know if the township would allow the placement of the sign if they agree to do the landscaping and mowing of the parcel. After discussion, the Board decided to contact the township attorney to see if a contract is needed.

**PUBLIC INPUT**

Jack McGowan, 20001 Hawkeye Lane, was present to ask if there was any progress on the runoff from the Big Gain turkey farm above Hawkeye Lane. The ditch is full on the hillside. Jack has been cleaning out the ditch but has nowhere else to pile the dirt. The Board will check with Justin to see if any work has been done since he visited the site. The only fiscal responsibility of the township would be if there was a culvert needed under the road.

Leroy left the meeting at 9:40 pm to go to work.

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 9:59 pm with a motion by Bryan and a second from Roger.

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".

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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
August 20, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:01 pm on August 20, 2019. Board members that were present were June Lonnquist, Leroy McClelland, and Tim Vaubel. Bryan Wendland came in at 7:23 pm. Roger Veldhuisen was absent. Also present were Jamie Malvin, Clerk/Treasurer.

**NEW BUSINESS**

**LORENTZ REZONING HEARING**

The Township has been notified that Lorentz Construction reapplied for a zoning change again and will be on the September 4 Planning and Zoning Commission agenda. They have not changed any of their plans from their previous application and the Board was informed that the recommendation from Blue Earth County will stay the same. Blue Earth County has requested that the Chairperson be present at the meeting. As the Township's first September meeting is scheduled for the same date and time, the Board has decided to wait until the day of the meeting to cancel the meeting as long as Lorentz Construction does not pull themselves off the County's agenda.

**FINALIZE 2020 LEVY**

Jamie presented the budget versus actual for each fund. When Jamie was going through the minutes for the Annual Meeting, there were some issues that came up. The Board reviewed the 2019 levy and information. Jamie reviewed the motions, recantations, and new motions from the continued Annual Meeting. At the end of the continued meeting, the Fire Department explained that there was an extra \$55,000 approved for their budget. Residents voiced their concerns and passed a motion to remove that amount of money from the levy. As the motion was more than 30 minutes after the first, it is not a valid motion. Leroy made a motion to lower the Fire Department levy from \$115,000 to \$60,000 as that was the wishes and intentions of the residents. Tim seconded the motion. All voted in favor and the motion carried. Tim made a motion, seconded by Leroy to certify the following amounts for the 2020 levy:

<b>Township Revenue (General) Fund</b>	
a) General	\$204,050.00
b) Fire Relief	\$11,184.00
<b>Road &amp; Bridge Fund</b>	\$300,000.00
<b>Fire Fund</b>	\$60,000.00
<b>Capital Reserve Fund</b>	
a) Road & Bridge	\$60,000.00
b) Fire	\$55,000.00
<b>Dike Fund</b>	
a) Maintenance	\$30,000.00
b) MS4	\$20,000.00
	<b>\$740,234.00</b>

## RESOLUTION APPROVING 2019 TAX LEVY, COLLECTIBLE IN 2020

**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 2020, upon taxable property in the Township of South Bend, for the following purposes:

Township Revenue (General) Fund	
General	\$204,050.00
Fire Relief	\$11,184.00
Road & Bridge Fund	\$300,000.00
Fire Fund	\$60,000.00
Dike Fund	\$45,000.00
Capital Reserve	
Fire	\$55,000.00
Road & Bridge	\$60,000.00
<b>Total Certified Levy</b>	<b>\$740,234.00</b>

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

### REORGANIZATION MEETING

The Reorganization Meeting was postponed until the whole Board is present.

### RUSS JOHNSON SUBDIVISION

Jamie, June, and Rick Baird met with the Blue Earth County planning department concerning the future Henning Lane, owned by Russ Johnson. Russ reached out to the county because he is putting the land up for sale again and wants to be able to tell the future buyer/developer what will be necessary to develop the land. He is thinking that he will still want it re-subdivided into 11 equal parcels along both sides of the road as both the City of Mankato and the Township agreed to when he last approached us. The County wanted to involve the Township from the beginning due to the issues with Grant Drive's development. The County has not finished revising the Grading Manual so Rick suggested that the Township tailor it to them and get both that and an enforcement policy in place so that there are specifications ready to be given to the future buyer/developer. June also advised that prospective purchasers could contact the Board with any questions or concerns. A SWPP would need to be approved before any construction would begin. June suggested setting a work session to go through the manual with Rick. After discussion, the Board suggested Thursday, August 29<sup>th</sup>, after 4pm to meet. Jamie will contact Rick and let the Board know the exact time.

### OLD BUSINESS

#### DRAINAGE ISSUES

Residents from Neubert Lane were present to discuss the water level of the ponds behind their homes. The levels of the ponds have not gone down as the weather has dried out and is encroaching on their septic system. They also voiced concerns about what is in the lake as there is allegedly a trailer home and other appliances that have been thrown in over the years. Jamie will contact Rick to figure out the next steps. They also asked if the brush/trees between Neubert Lane and Hemlock Road could be trimmed as they are infringing upon the road. Kyle told the Board that the Nicollet Fire Department had asked their residents that lived on gravel roads to trim trees and brush in a 15 foot arc so that branches would not get caught on the truck as it drove through and suggested that the Board make the same request of township residents.



Chuck Brandel from IS Group was not present to update the Board on drainage options.

Justin is working with MnDOT concerning the drainage issues between 169 and LeHillier Street. He is also working on drainage at McCauley Street and North McKinzie Street.

#### **TURKEY FARM/HAWKEYE LANE**

Big Gain got a quote from Lorentz Construction for fixing the drainage on top of the hill. The quote does not include anything done to the road or bottom area. They are not wanting to contribute much, if anything, to the project as the barns are not worth using much longer. They are not concerned with property loss and don't feel that the road is their responsibility. Leroy believes that they will need to fix the drainage situation as they are not allowed to have a large drop between the drainage and ditch area as there needs to be some kind of erosion control.

#### **MISCELLANEOUS**

##### **PEM SIGNAGE**

Ted from AFI was present to follow up on the request that they made at the last meeting concerning putting a sign in township ROW. They would maintain the area around the sign. They are wanting to have a lighted sign and a flagpole. The Board asked if the light would be on a timer or if it would always be on. If there is a flag, the light would always need to remain on. The Board has no issues with the sign and is waiting on paperwork from the lawyer for a lease agreement. Ted or John will be contacted when we receive the paperwork back from the lawyer.

##### **OTHER UPDATES**

Empire Pipe was not able to televise all of the levy pipe because of too much silt. The west pipes and the pipes south of 169 are relatively clean. The east pipes, north of 169, have a lot of sediment in. Justin is wondering if they were cleaned after the DOT pipe failure. Jamie will look into the minutes and financials from when the DOT failure occurred.

Justin also had Empire Pipe televise the original sanitary pipe under the highway because there seemed to be more water exiting the pipe than going into it. They found that the pipe has shifted and separated under the highway, allowing groundwater into the pipe. He should be getting options and estimates to fix the pipe by the September meeting.

The meeting was adjourned at 8:18 pm with a motion by Leroy and second by Bryan.

Respectfully Submitted by:



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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
September 17, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on September 17, 2019. Board members that were present were June Lonnquist, Roger Veldhuisen, and Tim Vaubel. Bryan Wendland was absent. Also present were Melanie Hulscher, Deputy Clerk/Treasurer, Justin Samuelson, Public Works Manager, Bryan Petzel, ISG, and Will Purvis, Blue Earth County Commissioner, District 4, Chasse Critzer, Fire Chief, and Kyle Hulke, Fire Luitenant. Jamie Malvin, Clerk/Treasurer, was sick.

Minutes from the May 21, 2019, July 2, 2019, July 16, 2019, August 6, 2019, and August 20, 2019, regular meetings were presented for review and approval. The Chair tabled until the next meeting so that all Board Members can read thoroughly.

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 talked to Big Gain concerning the wash out and erosion to their hillside along Hawkeye Lane. They stated that they will fix everything on top of the hill but the Township would need to pay for the pipe and the work done at the bottom of the hill. Approximately 40 loads of dirt were removed from the ditch/road. The turkey barns are nearing the end of their useful life and not worth fixing up, per Big Gain, and within the next three years, the barns will be retired. Justin took Dan Deegan out and he recommended going to the Soil and Water Board to see if they would cost share the project. The Board will examine the area on Monday while looking at the erosion of Brad Moe's property. Justin will keep trying to contact the Soil and Water Board.

Deegan Construction finished up the rest of the ditch projects.

Empire Pipe had issues when they were trying to televise the piping for the dike. They were not able to get through as there was sludge at the bottom of the pipe so the camera couldn't move through. Justin presented quotes from Empire Pipe and Hydro Klean for cleaning and televising the pipes. Empire Pipe was not sure how long it would take as the pipes were fairly large and he gave a high bid hoping that it will come in lower. Hydro Klean thinks that they will be able to do the job faster.

Empire Pipe	\$23,950
Hydro Klean	\$7,850

After further discussion and examining the two quotes, Leroy made a motion to go with Hydro Klean. Roger seconded the motion. All voted in favor and the motion carried.

Justin noticed that excess water was coming through the sanitary sewer system this summer. He had it televised and found a break due to shifting under 169. The broken pipe is an overflow pipe that is not normally used. There is a newer pipe under the highway, that is not on any plan drawings, that takes

most of the water. It will cost approximately \$6,000 to put a four-foot patch into the pipe. Roger made a motion to fix joint. Tim seconded the motion. All voted in favor and the motion carried.

During the last flood stage, there were some issues with one of the flood pumps. Justin is unsure if he should call Beemer or Empire to fix the pump. Beemer would pull but then send them out to get fixed. Empire would be able to fix it themselves. Justin will get quotes from Beemer and Empire Pipe for the next meeting. Justin will also check the maintenance schedule for the pumps also.

### **FIRE CHIEF UPDATE**

Chasse Critzer, Fire Chief, was present to report recent department activities. They received another new application and had a couple calls, bringing the total calls to 27 for the year.

Engine 5420 is currently at Emergency Apparatus having the pump housing fixed. It has been leaking for two years and they have been doing small patches themselves.

The new extraction tools have been delivered and Jamie has gotten the PO number to Jeff at Alex Air so that we can be invoiced for them. With these tools, they will be able to cut through any vehicles currently on the market.

The State of Minnesota has another grant for a washer or dryer that Chasse plans to bring up for discussion with the department tomorrow. His thought is to try for a gear dryer.

The department has been asked to help with Northern Frights again this year.

Chasse has met with Ron Goodrich for a quote on the door/building fix. He is still waiting for the estimate.

The FEMA grants should be opening next month. The department plans to apply for a new engine and new SCBAs. There is a new website/system to apply so Chasse will meet with Jamie to get it figured out. They are looking to get a grant writer but haven't researched them yet.

### **CLERK/TREASURER UPDATE**

Jamie and Mel have been working on scanning and shredding documents that are no longer needed. They are also almost complete with the switch to Banyon. They will have on-site training within the next month and are hoping that the October bills will be processed using the new system. Jamie is also working on minutes, resolutions, and the grading manual.

MAT Annual Meeting is in Mankato this year and they are encouraging as many local officials as possible to attend. Please let Jamie know by November 1 if you will be attending.

We received a notification from CenterPoint about a gas line installation near Waste Management. Construction will be done this fall/winter as weather allows.

The Minnesota Department of Health is raising the service connection fee, effective January 1, 2020, from \$6.36 to \$9.72 per customer per year. Jamie advises looking to add this charge to the water bills. It would be approximately \$0.80/month per customer. June will review the ordinances to see if we need a public hearing for rate changes/adding a charge and the Board will discuss at the next meeting.

## **OLD BUSINESS**

### **PEM SIGNAGE**

Lawyer is drawing up a license agreement for use of our property for their sign.

### **TOWNSHIP DRAINAGE ISSUES**

#### **Clarion Street**

Bryan Petzel, ISG, met with Dan and Joan Tesdahl, 333 Clarion Street, to look at and find options for the ponds that are near their property. He also met with Jason Bruns, 506 Acorn Court, regarding the drainage issues in that area. Bryan is looking for advise from the Board as to how he should amend his proposal as currently, it is focused on Tesdahl's driveway.

June explained that it is not just these few properties being affected. Properties on the other end of the main pond have water encroaching on wells and septic systems. Will Purvis, Blue Earth County Commissioner, and his team have been out to the site and have been, and still are, researching the issue and what is causing the rising water levels. So far, they have found that there is about 400-acres of watershed draining into the initial pond. There are no tile issues as it is surface water. There is no outlet for the ponds. Dan and Joan have been working on raising their driveway but there is nowhere for the water to go. Currently, they have about 6 inches of green water covering their driveway.

The Board is curious as to who should be handling the issue, the Township or the County. Will stated that the issue is that it is mostly private land to private land and there is nowhere for the water to go. Another problem with the ponds is that they are protected wetlands. Will has reached out to the Soil and Water Board for grant opportunities and there are not any. He has also discussed the option with FEMA and there are various declarations, but this is not covered by anything so far. Leroy would like to know if contacting our state representatives would be beneficial because this is a unique situation and very overwhelming cost-wise for both the County and the Township. Will agrees that contacting the local representatives is a good plan as it has worked before. Will will set up a meeting with our local representatives and available Board Members to meet in the area, talk with the residents, and go over options. Rick Baird, City of Mankato, informed everyone present that the representatives for the area will be at Land of Memories in October to look at the current erosion issues with Mankato's water well on that site. He reached out to BWSER (Minnesota Board of Water & Soil Resources) for clean water money to try to get the hydraulic study funded. Bryan will wait until the Board hears back from the local representatives and BWSER before moving forward with a new proposal.

#### **209<sup>th</sup> Lane**

Pamela Paulson, 54184 209<sup>th</sup> Lane, was present to voice her concerns over the recent ditch work done near her property. In an effort to reduce gullies on the road and to improve drainage, Justin had ditches dug on both sides of the road. Pamela and the other residents of the road felt this was unnecessary and that it will make the road much more dangerous to drive in the winter. After much discussion, June will visit the road the next day and Justin will try to make the ditch have a more gradual slope. Heavy rains over the weekend also washed away the seeding that will be replaced and a straw mat will be added.

## **MISCELLANEOUS**

### **HAWKEYE LANE—BRAD MOE**

Brad Moe, 20051 Hawkeye Lane, recently came down and he noticed trucks hauling and contacted Justin. Justin explained that they were removing dirt from a landslide/erosion from the recent rains.

Upon inspection of his property, Brad noticed that he has lost a lot of land into the Blue Earth River and he noticed the culvert that crosses and exits near his property and is not happy with it. He feels that there should be ditches redug on both sides and remove the culverts.

After considerable discussion, the Board will conduct a site visit with Brad on Hawkeye Lane on Monday, September 23<sup>rd</sup>, at 4:00pm.

**ALLEY BLOCKAGE—BOB SUTCH**

Bob Sutch was present to discuss the safety issues surrounding the alley between N. Sturgis Street and N. McKinzie Street. Chad Landwer, 101 N. McKinzie, has had a trailer parked in the alley all summer, sometimes with a truck attached. Neighboring residents and Justin have asked him to move it but they haven't had luck. Bob stated that it is a fire hazard as it is the access to all of the garages along the alley. After discussion, it was decided to discuss it with the attorney during the meeting next.

**LORENTZ CONSTRUCTION RE-ZONING REQUEST**

June reported on the re-zoning request status. There were about five Township residents that spoke at the Blue Earth County Board of Adjustment Meeting. BEC staff recommended not to allow the re-zoning. The request will be going in front of the Board of Commissioners next week for final decision. The Blue Earth County Board of Adjustment recommended looking somewhere else for expansion.

Tim had a resident from Lyd Blvd call him earlier in the day. The residents had trimmed the tree that was overhanging the road and put it in the ditch. The neighbor put it all back onto the resident's property. It was noted that there were orange stakes in the ground and resident thought it was a property line. Resident was advised that it was not anything that the Township would have put in for any type of property markers. Tim had talked to Justin and Jamie earlier to get clarification. Justin went out to pick up the brush to dispose of.

Leroy wanted to point out the new extension service, Kato Flex, from the City of Mankato is an option to get residents to bus lines free of cost.

Jack sent a Thank You for the work done on the road as History Fest is upcoming in October.

Roger made a motion to pay bills all bills except Quality Tree. Leroy seconded the motion. All voted in favor and the motion carried.

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

Respectfully Submitted by:



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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
October 8, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:04 pm on October 8, 2019. Board members that were present were June Lonnquist, Leroy McClelland, and Roger Veldhuisen. Bryan Wendland and Tim Vaubel were absent. Also present were Jamie Malvin, Clerk/Treasurer, and Brandon Zender, Assistant Fire Chief.

Minutes from the May 21, 2019, July 2, 2019, July 16, 2019, August 6, 2019, and August 20, 2019, regular meetings were discussed. The Board will revisit later in the meeting.

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

**NEW BUSINESS**

**209<sup>TH</sup> LANE**

On a road tour, board members visited with Pamela Paulson, 54184 209<sup>th</sup> Lane, to view and discuss the recent update to the ditches along her property. She would like the ditch filled back in and the rock dams removed. After further discussion, it was noted that Justin would be adding in some more dirt near the driveway but everything else was staying as done and will be regularly maintained.

**MAPO**

MAPO recently found \$700,000 for road projects. Members are asked to submit any project requests by October 31, 2019.

MAPO is updating its Long-Range Transportation Plan. The update plans to identify future improvements to the roadway system as well as potential enhancements for people walking, bicycling, or taking transit over the next 25 years. They are hosting a listening session on Thursday, October 24, 2019 from 9:30 am to 10:30 am for elected officials and chief administrative staff.

**MPCA PUBLIC HEARING**

The Minnesota Pollution Control Agency provided notice of its intent to adopt amended use designation rules for Class 2 and Class 7. The overall purpose of the rules is to update the use designations for some state waters. The "designated use" is a component of water quality standards that defines how the water is used (e.g. drinking water, aquatic life, recreation). The proposed rules assign appropriate use designations to individual waterbodies.

This notice provides an opportunity for the public to comment on the proposed rules. Anyone who would like to comment on the proposed rule language must submit written comment or a written request for a hearing on the proposed rules by 4:30 pm on Thursday, November 7<sup>th</sup>, 2019. If less than 25 people request a hearing, the MPCA intends to adopt rules without a public hearing following the procedures in the rules of the Office of Administrative Hearings, *Minnesota Rules*, parts 1400.2300 to 1400.2310, and the Administrative Procedure Act, *Minnesota Rules*, sections 14.22 to 14.28. If 25 or more people submit a written request for a hearing by the deadline, the public hearing will be at 3:30

pm on Wednesday, December 11, 2019, and will continue until all parties have been heard or until the Administrative Law Judge adjourns it.

There was little discussion and the Board members will read through the handout and submit their own request for a hearing if they deem one necessary in the interest of the township.

## **OLD BUSINESS**

### **DALE WAY**

David Williams, 522 Neubert Lane, was present to ask about the status of Dale Way. The Board explained that Justin was approved to maintain the road like other township roads. The only concern left to figure out is how to plow it. Roger wants to talk to Dennis Kleinow because he had previously expressed that he would allow the township to push snow onto his property. Leroy and David also expressed that they would have no objections with snow being pushed onto their properties.

### **NEUBERT LANE**

Karen and Ray Ward, 434 Neubert Lane, were present to see if there was any updates to the drainage situation with the ponds as their water line is currently under water and the water level is within one foot of the tile around their house.

Roger and June explained that there is not a natural outlet for the ponds and that the township has been told the increased water level is due to the natural raising of water levels over time. The water table is also full currently so there is nowhere for the water to go in many areas of the township. Will Purvis, the Blue Earth County Commissioner for our area was present at the last meeting and sent letters to our state legislators with concerns about the water levels and to ask for funding to fix the situation. June also stated that the encroachment of the septic systems allows the township to seek emergency funding from the county and state. There was additional discussion concerning the possible outlets to be created in order to lower the water and to keep it from rising again in the future.

State legislators plan to tour the area this month and the Wards were encouraged to contact Commissioner Purvis to get their address added to the list of properties to be visited. June also suggested contacting Blue Earth County Highway Department to get sandbags if needed.

The Wards also voiced concern about the condition of Neubert Lane as it has trees overgrowing the road and many potholes. Roger explained that the township portion of the road ends at the curve in front of their house and that the remaining is a private road. The trees are in the county right-of-way, so they were encouraged to contact Blue Earth County Highway Department about trimming or removing them.

### **RENO STREET**

Dale VanThyne, 521 Reno Street, was present to discuss the water flow and neighborhood concerns. When the river level hits 12 feet, his sump pump starts to run and has been constantly running. The water then flows across the street and into the ditch surrounding Micah Nettekoven, 436 Reno Street, before ending in Fox Lake. Micah has voiced many concerns surrounding the water in the ditch over the years. The Board explained that there is nothing that can be done, and that Dale is not doing anything wrong as it is the natural flow of the water. Micah has also been voicing concerns in the area about

home businesses. Dale does have a business but does not violate the covenants in his abstract. There is also a car repair shop along Reno Street that has increased traffic flow and speeds. The Board will look into the legalities of operating the business and discuss it with the property owner.

#### **PEM SIGNAGE**

Jamie presented the license agreement from the attorney for the signage in the right-of-way. There are a few pieces that need to be given before it can be passed. Board members were encouraged to review the agreement before the next meeting.

#### **HAWKEYE LANE**

Board members met with Brad Moe at his property on Hawkeye Lane to hear his concern about the water coming off of the road. He is concerned that the culvert the township put in in 2016-2017 is causing extra erosion to his property and would like it removed and the road moved back to its original width.

The Board does not feel that they should remove or change anything with the roadway as it was all done for regular maintenance and to make the road safe for all residents, not just one. They do agree that some rip rap could be added at the culvert as long as it is within the road right-of-way. June is concerned that we should send a letter to Brad letting him know what the Board plans to do. She also was concerned about the “new” damage that Brad pointed out as there was a good amount of growth. Roger pointed out that Brad admitted to not going farther down the road, past his property in years so he did not know what the road looked like before the culvert went in. He would like to have measurements of the road for the next meeting. A decision was not made on notifying Brad.

#### **LORENTZ CONSTRUCTION**

June reported that there are a lot of relieved people now that Blue Earth County officially denied the re-zoning request from Lorentz Construction. The residents are working individually with Blue Earth County regarding violations of the CUP, speeding trucks, and other concerns.

#### **MANAGER OF PUBLIC WORKS & WATER SUPERINTENDENT UPDATE**

Justin presented a quote to fix a second leaking joint in the sanitary sewer bypass line under 169. This leak is close to the manhole on the south side of the highway. Empire estimates the cost of the repair to be \$4,520. The estimated infiltration is costing roughly \$13,000/year, which is about half the inflow volume of the first separation they fixed. After some discussion, Roger made a motion to have Empire fix the second leak. Leroy seconded the motion. All voted in favor and the motion carried.

Justin also presented a quote from Quality Flow to repair the motor of one of the flood pumps. Beemer has still not gotten back to him with a quote. The quote is \$7,815 and includes removing, repairing, and replacing the motor. Leroy would like to see a comparison of the repair versus a complete rebuild. June and Roger think that it was refurbished in 2012 or 2014 and that was the first repair since they were originally installed. The decision was tabled until more information can be provided.

Justin would like to know if we are going to sign the annual maintenance agreement with CAT. There was discussion concerning the plan. Jamie did not have specific costs but there was an agreement that it sounded reasonable. Leroy thought that the first year's maintenance was included with the purchase and wants to have Bryan's opinion on the agreement. The plan is tabled until the next meeting.



The sewage sampler is not functioning anymore and after some testing, Justin is pretty sure that the circuit board is shot. He talked to the City of Mankato to let them know the situation and to get their recommendations on repair or replacement. They thought it was too old to fix and offered to bring their portable sampler over for us to use and said that we could continue to use it as long as they stay with quarterly samples. If they decrease the sampling interval, we will have to replace our sampler and they run between \$3,000-5,000. No action was taken.

Justin found confined space equipment, FallTech 7507, from ISP for \$1,405.60 and is wondering if this is acceptable to purchase as it is the cheapest unit that he has found. Leroy thought it looked good. Roger is not sure if the township should be going into confined spaces. Leroy reiterated that there are no current standards or requirements from OSHA but there are best practices. He has talked to North Mankato and Justin can sit in on their training in the spring. After further discussion, the decision was tabled until the next meeting to gather more information on the liabilities versus the cost and how often the equipment would be used.

Justin is wondering if the township will pay for him to use his skid loader or if he should continue to rent a skid loader and trailer when needed? There was discussion about the legality of an employee using their own equipment for township needs as well as insurance questions. Jamie will reach out to the lawyer concerning the issue.

#### **CLERK/TREASURER UPDATE**

Jamie presented the updated Nuisance Ordinance and the Parking and Towing Ordinance for Board approval. Approval was tabled until more Board Members are present.

Jamie presented the second quarter franchise payment from Charter and the 2019 Fire Aid amount.

Jamie presented the results from the Badger property studies for both the traditional fixed network and the cellular coverage analysis. With the traditional fixed network, the current water and sewer service area has the best signal strength. With the cellular coverage, the coverage is strong. After discussion, the Board would like to see the cost per type of head for the actual reader heads and the estimated cost to switch/upgrade over the next five years. Leroy also thought that Justin had been okayed to purchase twenty of the current heads. Jamie will contact Lee and follow up on the requested information.

#### **FIRE DEPARTMENT UPDATE**

Brandon reported that the new gear extractor was delivered but not yet installed. Truck 5420 is still being repaired but should be done this week. At the last department meeting, the new scene lights were hooked up on 5410, however, they used the original wiring. The original wiring was under sized and junction boxes were rotted out so they will be replacing those. Brandon has been purchasing the necessary items from work and would like to know if he should pay for them and be reimbursed by the township or if Jamie can use her township card to pay the invoice directly. Brandon will get Jamie the invoice and she will take care of the payment. The department responded to four calls in September but nothing major.

Previous meeting minutes were revisited. Roger has read through them, but Leroy has not. Roger made a motion to approve the minutes for the meetings he was present at: May 22, 2019, July 2, 2019, and

July 16, 2019. Leroy seconded the motion. All voted in favor and the motion carried. The remaining minutes will be reviewed at the next meeting.

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

The meeting was adjourned at 9:21 pm with a motion by Roger and second by Leroy.

Respectfully Submitted by:

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

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Jamie Malvin, Clerk/Treasurer

**South Bend Township  
Regular Meeting  
December 3, 2019**

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The regular meeting of the South Bend Township Board of Supervisors was called to order at 7:00 pm on December 3, 2019. Board members that were present were June Lonnquist, Leroy McClelland, Bryan Wendland, Roger Veldhuisen, and Tim Vaubel. Also present were Jamie Malvin, Clerk/Treasurer, Chasse Critzer, Fire Chief, and Kyle Hulke, Fire Lieutenant.

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

**NEW BUSINESS**

**209<sup>TH</sup> LANE**

Ernie and Debbie Friesen, 54206 209<sup>th</sup> Lane, Pamela Paulson, 54184 209<sup>th</sup> Lane, and Lindsey Allore, 54234 209<sup>th</sup> Lane, were present with pictures to voice concern over the intersection of their street with Gadwall Road. The ditches are extremely deep and with the snow and ice, many cars have slid into the ditch within a 48 hour timeframe. The area of concern is Blue Earth County ROW so June will reach out to the BEC Highway Department to see what can be done with the culvert/road entrance. After extensive discussion, the Board also stated that they will have Justin prioritize the plowing/sanding of their hill throughout this winter but noted that the ditches that were dug out this fall were a different problem than the road entrance.

**549<sup>TH</sup> LANE**

Kristin and Mike Malterer, 20398 549<sup>th</sup> Lane, were present to inquire about the road maintenance schedule as the last few years they feel that their road has been maintained less. With the last snowstorm, over Thanksgiving weekend, the snow fell on Friday but wasn't plowed until Sunday. They also stated that there hasn't been gravel added in the last four years but prior to that it was every other year. Bryan stated that the plowing schedule is typically left up to the maintenance manager but waiting two days is excessive and it should be done sooner. Leroy and Bryan also stated that we will prioritize their road for gravel this spring/summer.

**2020 MEETING CALENDAR**

Jamie presented the proposed 2020 Meeting Calendar. She requested the meetings on January 21, February 18, and September 8 be moved to Wednesdays as they follow holidays. The January 21 and September 8 meetings will be moved to the Wednesdays, 22<sup>nd</sup> and 9<sup>th</sup>. February 19<sup>th</sup> is the date of the monthly Fire Department meeting so will be held the following week on Tuesday, February 25.

The Board cannot hold the first March meeting on Tuesday, the 3<sup>rd</sup> as that is the date for the Presidential Nominating Primay. After discussion, it was decided to hold the first March meeting on Thursday, March 5.

The November meetings will be on the second and fourth Tuesdays as the first Tuesday is the date of the General Election.

Due to multiple comments from Board members concerning the meeting starting time, Jamie proposed starting the meetings at 6:00 pm instead of 7:00 pm.

After considerable discussion, Bryan made a motion to set the 2020 meeting schedule as presented with the noted date changes and to change the starting time to 6:00 pm. After more discussion, Bryan amended his motion to change the start time from 6:00 pm to 6:30 pm. Leroy seconded the motion. All voted in favor and the motion carried.

#### **TOWNSHIP PARKS**

Leroy was approached by residents a few months earlier concerning the lack of parks within the township. He advised the residents to come to a meeting to suggest areas. June gave Leroy some information from the MAT Annual Conference relating to park equipment and a contact at Blue Earth County to reach out to concerning possible grant money. We will revisit the discussion at a later date to narrow down possible locations.

#### **ELECTION JUDGES**

Jamie has reached out to all of the previously trained Election Judges concerning the Presidential Nominating Primary but is looking for more suggestions of who to contact for the other elections occurring this year as we need a minimum of four judges on-site at all times.

#### **OLD BUSINESS**

##### **TOWNSHIP BUS STOPS**

Leroy has reached out to MAPO and Region 9 to see about funding assistance to place lights at the current bus stops. Jamie will send him an electronic copy of the bus stop locations and he will reach out to Xcel Energy to get a cost estimate.

##### **ROAD GRADER**

Leroy is wondering why the driveway wing is not on the plow. All Board members present thought that the wing was voted on to be part of the purchase. Jamie and Justin will look into the issue.

##### **WATER CERTIFICATION**

Jamie presented the delinquent water and sewer bills to be certified to Blue Earth County. Roger made a motion to certify bills as presented. Tim seconded the motion. All voted in favor and the motion carried.

##### **FIRE FUND TRANSFER**

The financials were revisited. Currently, the Fire Fund is -\$17,674.22. The levied amount for the 2019 Fire Fund was added to the General Fund as the Fire Department did not give the Board the requested budget information before the levy was certified in September of 2018. The breakdown of the \$229,000 that was certified to the General Fund was \$125,000 and the Fire Fund was \$104,000. The monies for the Fire Fund included their portion of the Capital Reserve monies.

After considerable discussion, Roger made a motion to move \$25,000 from the General Fund to the Capital Reserve Fund to cover the cost of the extrication equipment that the department purchased. Leroy seconded the motion. All voted in favor and the motion carried. Roger then made a motion to transfer the remaining portion of Fire monies, \$76,196.98, from the General Fund to the Fire Fund. Leroy seconded the motion. All voted in favor and the motion carried.

Based on the proposed numbers from the Fire Department at the 2018 Annual Meeting, they were requesting 32.25% of their levy to be for their compensation. Leroy made a motion to pay the fire

fighters compensation of 32.25% of the received monies, \$32,879.99. Roger seconded the motion. All voted in favor and the motion carried.

### **FIRE CHIEF UPDATE**

The fire department has had a few calls, most recently a car on fire on the highway. They have received three new applications. He has given Jamie a spreadsheet of calls, meetings, and trainings attendance and the Fire Department wishes to have compensation split the same as previous years.

Bryan would like to know what it would take to allow the Relief Association to do fundraisers. Chasse and June explained that how the By-Laws were written and with being a 501c, there are things that need to be redone in order to allow for fundraising. Kyle also pointed out that fundraisers are more for community engagement than for making money. Chasse was approached by people concerning pull tabs and Paul is looking into it but they are not sure if they want to take on everything that is involved with it.

### **CLERK/TREASURER UPDATE**

Jamie presented the monthly correspondence. There was an email from Blue Cross Blue Shield of Minnesota with 2020 Group Medicare Plan Comparisons and coverage through MAT. The Board is not interested in more information at this time.

June and Jamie received a letter from Lori Stalker, Education Coordinator for MAT, announcing that they are looking to hire two more clerk trainers and would like township input on topics that we would like to see covered during the Short Courses and throughout the year. They are also in the process of putting together webinars and would like input on training locations.

The BECATO's Annual Christmas Dinner and Quarterly Meeting is Thursday, December 5<sup>th</sup> at 6:30 pm and the quarterly meeting will be immediately following. June and Tim are signed up to attend.

George Leary has reached out to the Township and the City of Mankato as they have received an email regarding a potential placement of a communications tower on the parcels adjacent to the Hwy 68/169 intersection. All the related parcels are currently zoned Light Industry and within the UFD. He passed on our contact information as our input is needed to move forward on a CUP application. He will send plans out if and when they come in.

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

The meeting was adjourned at 9:12 pm with a motion by Roger and second by Tim.

Respectfully Submitted by:



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Jamie Malvin, Clerk/Treasurer