

**BIRCHDALE TOWNSHIP  
REGULAR MEETING AGENDA  
APPENDIX TO THE AGENDA  
TUESDAY, MAY 25, 2021 – 8:00 P.M.**

**AGENDA**

1. **Call to Order/ Pledge of Allegiance/Roll Call** - Chair Carstens to call the meeting to order.
2. **Approval of Agenda** - The Board to consider approval of the agenda.
3. **Approval of Minutes** - The Board to consider approval of the following meeting minutes (copy of meeting minutes are attached):
  - a. April 27, 2021 Regular Meeting
4. **Approval of Treasurer's Report** - Treasurer VanHavermaet to present and review the May Treasurer's Report. The Board to consider approval of the report.
5. **Approval of Bills** - The Board to review and consider approval of payment of the bills. A draft list of bills will be forwarded upon completion and a complete list will be presented at the meeting.
  - a. Approval of May List of Bills
6. **Residents Comments**
7. **Reports/Requests/Presentations**
8. **Township Road Report**
  - a. Update on Minimum Maintenance Road Work – Supervisor Ostendorf to update the Board regarding work to be completed to improve the three minimum maintenance roads in the Township.
  - b. Crack Filling – Supervisor Berscheid to update the Board regarding crack filling work done in the Township.
  - c. Tree Trimming – Supervisor Ostendorf to update the Board regarding tree trimming work being done in the Township. Clerk Bauer will present an estimate of using Schmidt Printing to do a letter mailing campaign to town

residents informing them of tree trimming work to be done in 2021 and 2022.

## **9. Unfinished Business**

- a.** Township Storage Shed – Clerk Bauer and Supervisor Bebus have been notified that Birchdale Township is on the May 27<sup>th</sup> Planning & Zoning Meeting regarding a variance to place the Township Storage Shed 58’ from Almond Drive versus 70’. Supervisor Bebus will attend this meeting which is being held over Zoom at 6:00 PM. If the variance is approved, construction on the storage shed can begin.
- b.** Township Technology Update – Clerk Bauer and Supervisor Ostendorf to update the Board on the installation of technology in the town hall.
- c.** Building placed in township road right-of-way at Resident Cynthia Wren-Grey’s property – Clerk Bauer to give an update regarding Township Attorney Troy Gilchrist’s recommendation regarding how the Township should proceed regarding this matter.
- d.** American Rescue Plan Act – Clerk Bauer has been notified that funds from the American Rescue Plan Act have begun to be distributed to cities. More information regarding when these funds will be distributed to townships will be coming out toward the end of May. Birchdale Township expects to receive \$98,050.55.

## **10. New Business**

- a.** Open Sealed Quotes received for Ditch Mowing and Consider Awarding Quote - At the Board’s April 27, 2021 meeting, action was taken to seek sealed quotes for Ditch Mowing for the 2021 Season and the Clerk was directed to post the information on the Town Hall bulletin board and Township website. She was also directed to send the information to Mid-Minnesota Excavating and Mr. Leland Buchholz. The Board to:
  - 1.** Open the sealed quotes received.
  - 2.** Consider action on awarding the quote.
  - 3.** Direct the Clerk to notify the individual in writing that was awarded the work
- b.** Open Sealed Quotes received for Weed Spraying and Consider Awarding Quote - At the Board’s April 27, 2021 meeting, action was taken to seek sealed quotes for Weed Spraying for the 2021 Season and the Clerk was directed to post the information on the Town Hall bulletin board and Township website. She was also directed to send the information to Central Minnesota Applicators and Carr’s Tree Service. The Board to:
  - 1.** Open the sealed quotes received.

2. Consider action on awarding the quote.
3. Direct the Clerk to notify the individual in writing that was awarded the work.

## **11. Informational Items**

- a. Special Assessment Information Requests for:
  1. Home Town Title, LLC: Christopher & Samantha Ahrens, 10889 County Road 19, Grey Eagle
  2. Home Town Title, LLC: Kevin & Nancy Bitz, 10431 Amigo Trail, Grey Eagle
  3. Main Street Title & Closings LLC: Ronald & Ruth Pettit, 213<sup>th</sup> Avenue, Sauk Centre
  4. Main Street Title & Closings, LLC: Thomas & Joan Clarke, 10892 Alcott Drive, Sauk Centre
  5. Home Town Title LLC (Sauk Centre): 11203 Archer Drive, Grey Eagle
  6. Home Town Title LLC (Sauk Centre): 13725 275<sup>th</sup> Avenue, Grey Eagle

Clerk Bauer responded that there were no assessments from Birchdale Township for any of these requests.

- b. Annual Township Road Mileage Certification – Clerk Bauer to present a form from Todd County Public Works requesting the total mileage for roads located within Birchdale Township. Chairman Jim Carstens is required to sign form.
- c. Notice of Todd County Board of Adjustment received regarding a notice of a public hearing to be held on Thursday, May 27<sup>th</sup>, 2021 at 6:00 PM regarding a request by Robert and Julie Mayers, Little Birch Lake, Section 25, Birchdale Township to decrease the OHWM setback in Shoreland RD Zoning from 100 feet to 93 feet for a 12' X 12' dwelling addition. Also Birchdale Townships is requesting a variance at 11343 Almond Drive, Grey Eagle to decrease the road right-of-way setback from 35' to 21' for construction of a 12' X 20' storage shed.

## **12. Officers Comments**

## **13. Adjournment**