

**BIRCHDALE TOWNSHIP
REGULAR MEETING AGENDA
TUESDAY, SEPTEMBER 26, 2023 – 8:00 P.M.**

AGENDA

1. **Call to Order/ Pledge of Allegiance/Roll Call** - The Vice Chair 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 the meeting minutes are attached):
 - a. August Regular Meeting Minutes
4. **Approval of Treasurer's Report** - Treasurer VanHavermaet to present and review the September Treasurer's Report. The Board to consider approval of the report.
 - a. Consider Renewal of Investment that matures October 5th, 2023.
5. **Approval of Bills** - The Board to review and consider 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 September List of Bills
6. **Residents Comments**
7. **Reports/Requests/Presentations**
8. **Township Road Report**
 - a. 140th Street – Supervisor Ahrens to report on concerns regarding 140th Street
9. **Unfinished Business**
 - a. Ambling Trail Tarring Project – Clerk Bauer to report on information from Attorney Gilchrist regarding options for the Board to proceed with tarring Ambling Trail per the majority of the property owners' request and

options for the Board to assess the property owners for the cost of the project.

- b.** Open Snowplowing Quotes and Take Action - At the Board's August 29, 2023 meeting, no quotes for snowplowing were received. Mr. Herdering who was in attendance at the meeting, stated that he currently did not have enough employees to do the work so he did not put in a quote. He was going to try and hire additional employees and put in a snowplowing quote at the September meeting. Also, Supervisors were going to contact other contractors to see if they wished to also put in a quote to assist Mr. Herdering with snowplowing for Birchdale Township this season. The Board to:
Open the sealed quotes received.
Consider action on awarding the quote.
Direct the Clerk to notify the company that was awarded the quote.
- c.** Alcott Drive Tarring Project – Supervisor Berscheid to give an update on the Alcott Drive Tarring Project. The microsealing project will be completed this fall by Joe Riley Construction.
- d.** Update on Conditional Use Permits for Thull Gravel Pit and Central Specialties Gravel Pit – Supervisor Ostendorf to report on whether Todd County has notified him whether the conditional use permits for Thull and Central Specialties are active. If they are, the Board may decide to recoup road expenses for 110th and 225th Avenues and ask that the companies repair damage to the two roads caused by heavy trucks hauling gravel back and forth.

10. New Business

- a.** Seek Proposals for Snow Removal at Town Hall - (Copy of proposed Snow Plowing of Town Hall quote information and proposed quote form is attached). The Board to:

 - Review the information and make any recommended changes.
 - Consider action on approving the quote information and quote form and authorizing seeking sealed quotes until 8:00 p.m. on Tuesday, October 31, 2023 at which time the quotes will be opened.
 - Direct the Clerk to send the quote information and quote form to at least two individuals. In 2022, the information was sent to Lonnie Ritter and Chad Frieler. Only one quote was received from Mr. Ritter.
 - Direct the Clerk to post the quote information and quote form on the Township website and Town Hall bulletin board.
- b.** Proposed Resolution No. 2023-08, Resolution Re-Adopting Snow and Ice Control Policy for Birchdale Township and Policy Review and Update Snow and Ice Control Policy - See attached proposed resolution and

policy. The Board to review the Snow and Ice Control Policy and consider any possible changes. Clerk Bauer is currently reviewing the Policy and will report on any recommended changes. The proposed Resolution is the same as the one approved for 2022. The Board to consider re-adopting the proposed resolution and policy.

11. Informational Items

- a. Correspondence Received From Todd County Auditor/Treasurer's Office – Clerk Bauer to present correspondence received from the Todd County Auditor/Treasurer's Office regarding 3 upcoming Election Judge Training Opportunities. First, 2023 Electronic Roster (Pollpad) Training. This training is for all judges who may serve as a roster judge or may use the electronic pollpads during elections and would like training on the use of the pollpad. Judges who have had the training previously are also welcome to attend for a refresher.

Second, there will be basic election judge training online offered in June 2024. This training is for persons to become certified as an Election Judge. Election Judge Certified is good for two years so judges need to repeat this training every two years.

Finally, Presidential Nomination Primary (PNP) Training will be offered in January or February of 2024. This course is required for all election judges that will be serving at the March 5th, 2024 Presidential Nomination Primary.

- b. Quote Received From CDW for two laptops and a color, wireless printer – Clerk Bauer to present a quote confirmation received from CDW. CDW is a preferred vendor through Sourcewell, the organization that Birchdale Township received a grant. Clerk Bauer has a number of furniture brochures that she has sent onto the rest of the Board. The Board to discuss which brand of laptop Treasurer VanHavermaet and Clerk Bauer should order and what types of furniture should be ordered.

12. Adjournment