

**BIRCHDALE TOWNSHIP
APPENDIX TO THE AGENDA
TUESDAY, JULY 25, 2023 – 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. June Regular Meeting Minutes
4. **Approval of Treasurer's Report** - Treasurer VanHavermaet to present and review the June 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 July List of Bills
6. **Residents Comments**
7. **Reports/Requests/Presentations**
8. **Township Road Report**
 - a. Status of Township Ditch Clean-Up and Trimming – Supervisor Ostendorf to report on the status of ditch clean-up and trimming and whether MBC Drainage will complete the work for the township. At last month's meeting, Supervisor Ostendorf had shared that MBC Drainage did not want to complete the work due to having other work needing to be completed. Supervisor Ostendorf was going to further discuss this with MBC Drainage and report back to the Board.
 - b. Almond Drive Woodcutting – Supervisor Berscheid to discuss woodcutting on Almond Drive.
9. **Unfinished Business**

- a. Alcott Drive Tarring Project – Road Supervisors Joe Ostendorf and Arnie Berscheid to give an update on the Alcott Drive Tarring (Microsealing) Project.
- b. Tarring of Ambling Drive – At the June 2023 regular monthly meeting, the Township Attorney Troy Gilchrist drafted a Petition Requesting The Creation of a Subordinate Service District Pursuant to Minnesota Statutes, Chapter 365A. If 50% of the property owners who live along Ambling Trail sign the petition, the process begins for setting up a Subordinate Service District (SSD) which is a means for Birchdale Township to collect from the property owners along Ambling Trail for the cost of tarring the road and any expenses over and above typical road maintenance expenses along with the cost for setting up the SSD. One of the property owners, Eric Peterson, is working on getting the petition signed by the required number of residents. If Resident Peterson returns the Petition at this evening’s meeting, Clerk Bauer will share information from Attorney Gilchrist for next steps in the process.
- c. Visual Impairment Caution Sign Along Almond Drive – Clerk Bauer to share information from Attorney Gilchrist regarding whether it is recommended for the township to install a visual impairment caution sign requested by a resident, and if there would be any liability or concerns for the Township.
- d. Gravel Pits Requiring County Permit – Roads in Birchdale Township that lead to a working gravel pit endure heavy traffic which leads to damage over and above typical road maintenance costs. Supervisor Ostendorf will check with Todd County to find out if gravel pits require a permit and if the permit states that the owners of the pit are responsible for repairing road damages. Supervisor Ostendorf to report on his findings.

10. New Business

- a. Authorize to Seek Proposals (sealed quotes) for Snowplowing - (Copy of proposed snow plowing quote information and proposed quote form is attached). The Board to:
 - o Review the information and make any recommended changes.
 - o Consider action on approving the quote information and quote form and authorizing seeking sealed quotes until 8:00 p.m. on Tuesday, August 29, 2023 at which time the quotes will be opened.
 - o Direct the Clerk to send the quote information and quote form to at least two companies. In 2022, the information was sent to Herdering, Inc. and Mayers, Inc. Only one quote was received from Herdering.
 - o Direct the Clerk to post the quote information and quote form on the Township website and Town Hall bulletin board.

11. Informational Items

- a.** Special Assessment Information Requests:
Main Street Title & Closings
 - 1) Douglas & Kimberly Evans, 12223 Alcott Drive, Sauk Centre, MN
Clerk Bauer responded to the above request that there are no assessments from Birchdale Township.

- b.** District 8 Meeting Notice - Clerk Bauer to present correspondence regarding the date of the District 8 Meeting which will be held on Wednesday, August 16th at 5:30 PM (Registration, 6:00 PM Dinner and 7:00 PM Meeting) at Jack & Jim, 11025 Duelm Road NE, Foley. If interested in attending, RSVP before August 9th to Frank Hard: fhard@mntownships.org

- c.** Correspondence Received From Todd County Board of Adjustments – there will be a Todd County Board of Adjustments public hearing on Thursday, July 27th, 2023 at 6:00 PM in the Commissioner’s Boardroom, Todd County Courthouse regarding Wayne Terry, Section 23, Little Birch Lake, 27601 Ambler Lane, Grey Eagle, MN, PID 03-0050500 – Variance to request to reduce the ordinary high-water-mark setback from 100’ to 76’ for dwelling and variance to increase the height restriction from 18’ to 20’ for dwelling replacement in Recreational Development Shoreland Zoning.

Also, Brian Zales, Section 14, Sauk North Bay Lake, Birchdale Township, 12159 Alcott Drive, Sauk Centre, MN, PID 03-0062600 – variance to reduce the SW side property line setback from 10’ to 6’ for a detached garage in Recreational Development Shoreland Zoning.

12. Officers Comments

13. Adjournment