

**BIRCHDALE TOWNSHIP
APPENDIX TO THE AGENDA
TUESDAY, JULY 26, 2022 – 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**
 - a. Residents, regarding Long Lake and high water level – Residents who live along Long Lake to address the Board regarding a new plan to drain water from the lake through installing culverts and creating a new path.
7. **Reports/Requests/Presentations**
8. **Township Road Report**
 - a. General Township Road Report – Supervisors Berscheid and Supervisor Ostendorf to give an update regarding road work in the township.
 - b. D & K Tree Service Quote – As directed by the Board, Clerk Bauer did send out a request for a tree trimming and brushing quote from D & K Tree Service. She will report on the results of that request.
9. **Unfinished Business**
 - a. Siren by Diamond Point on Sauk Lake – Supervisor Carstens to update the

Board regarding the siren located by Diamond Point on Sauk Lake. Last month, residents were reporting that the siren was not working. Supervisor Carstens was going to check the siren. The Board to also discuss if the siren should continue to be used as the most current form of a storm warning system.

- b. Speed Sign on Angler Drive – Supervisor Bebus to give an update on the new speed sign installed on Angler Drive and how it is working. The first unit that was ordered did not work properly so the company sent out a new one.
- c. Kandota-Birchdale Township Road Maintenance Agreement for Bayview Drive, Bay Loop, 231st Avenue and Bittner Drive. Kandota Township had drafted a new agreement between Birchdale Township and Kandota Township which outlines shared maintenance services for Bayview Drive, Bay Loop, 231st Avenue and Bittner Avenue. These roads fall within both townships and the prior agreement was somewhat confusing in how it was written. There are now new supervisors on the board for Kandota and they would like the agreement to be written differently. Supervisor Ahrens stated that one of the issues that could make this tricky is that each township uses a different contractor for plowing and the resident who lives on Bayview Drive does not want Kandota’s contractor to do his plowing. At last month’s meeting, Supervisor Ostendorf had asked if reviewing this agreement could be tabled for the next meeting to give the board more time to review the agreement. Clerk Bauer did inform Kandota that Birchdale was tabling reviewing the agreement to the July 2022 meeting.
- d. Township Technology Update – Clerk Bauer spoke with the City of Melrose and they broadcast their city meetings live through YouTube. They were assisted with this process through Arvig so Clerk Bauer contacted Denny from Arvig to find out more information about how this is done. She will update the Board on this information.

10. New Business

- a. The Board to consider approval of the following meeting minutes (copy of meeting minutes are attached):

May 19, 2022 Vacation Hearing Minutes

- b. Resolution #2022-09, Resolution Appointing Election Judges for the August Primary and General Election – See attached proposed resolution. This is a replacement for the same numbered Resolution from last month. One of the judges listed on the previous resolution can no longer serve and new judge is serving in her place. The Board to consider adopting the resolution.

- c. FEMA Funds for Repair of 3 Minimum Maintenance Roads – After the May 12, 2022 storm in the area, there were quite a few trees, brush and road damage done. Because of this, the President has recently declared that Todd County is included in a Federal Disaster Area. This means that there are FEMA grant funds available for road repairs. Clerk Bauer contacted Supervisor Ostendorf regarding the 3 minimum maintenance roads in the township and whether there might be trees down or damage along these roads. The township had been waiting to do maintenance for these roads until more funds were available so some of the trees along these roads were in a weaker condition. Supervisor Ostendorf reviewed the roads and stated that yes, there was damage and the tree and brush trimmer that was currently doing work in the township had estimated the work at approximately \$75,000.00 for all three roads. Clerk Bauer contacted the Emergency Management Director for Todd County and he will include Birchdale Township’s 3 minimum maintenance roads repair work in the FEMA funds. There will be further steps that need to be completed going forward. Clerk Bauer to report on this.
- d. Possible Grant Opportunities for Alcott Reclaiming – Clerk Bauer has been research possible grant opportunities for the reclaiming project for Alcott Drive. She will report on what information she has found out so far.
- e. 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 30, 2022 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 2021, 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:
 - Home Town Title, LLC:
 - 1) 10968 Alcott Drive, Sauk Centre, MN 56378
 - 2) 11005 Alcott Drive, Sauk Centre, MN 56378

Clerk Bauer responded to the above requests that there are no assessments from Birchdale Township.

For 11005 Alcott Drive, Home Town Title asked whether there was a building constructed a road right-of-way that was showing up on the map. I forwarded the request to Adam in Todd County Planning & Zoning. He advised the title company to do a survey. The title company then was satisfied after viewing the property that the building was not in the ROW but then discovered that a septic system appeared to be in the ROW. As of the writing of this agenda, Clerk Bauer was continuing to research whether there was an easement granted by the township so that the county approved a permit for the septic in 1997.

b. Special Assessment Information Requests:

Susie Ball & Associates:

1) 10149 Amigo Trail

Clerk Bauer responded to the above request that there are no assessments from Birchdale Township.

c. District 8 Meeting Notice - Clerk Bauer to present correspondence regarding the date of the District 8 Meeting which will be held on Wednesday, August 17th at 5:30 PM (Registration, 6:00 PM Dinner and 7:00 PM Meeting) at the Verndale Lion's Community Center, 109 SW 1st Avenue, Verndale, MN. If interested in attending, RSVP to Frank Hard: fhard@mntownships.org

12. Officers Comments

13. Adjournment