

Regular Town Board Meeting
7:00 p.m.
Monday, September 21, 2020
12165 Hancock Street

Attending

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| <input checked="" type="checkbox"/> Township Chair Brian Kolbinger | <input checked="" type="checkbox"/> Township Clerk Lucinda Messman |
| <input checked="" type="checkbox"/> Township Vice Chair Brad Wilkening | <input checked="" type="checkbox"/> Township Treasurer Tanya Danielson |
| <input checked="" type="checkbox"/> Township Supervisor Robin Boros | <input checked="" type="checkbox"/> Township Deputy Clerk Fran Seeley |
| <input checked="" type="checkbox"/> Township Supervisor Luke Babler | |

Absent Members: Township Supervisor Joe Danielson

Attending Staff: Kelli Bourgeois – Township Attorney, Jacob Sanders – City of Becker Planner;

Others Attendees: Wes Davis – Township Engineer; Tony Wruck – Township Maintenance Contractor; Mark Kolbinger (by phone).

Tuesday, April 7, 2020 The Becker Town Board passed Resolution 2020-15: A Resolution Establishing the Ability Conduct Open Meetings by Telephone. The Town Board of Becker Township, Sherburne County, Minnesota, will utilize teleconferencing as requested so long as a health pandemic exists or a peacetime emergency is declared under Minn. Stat. Ch. 12. This meeting was held both in person and utilizing a remote system.

Meeting called to order at 7 pm. Clerk took roll call of those in attendance. Quorum verified by Chair Kolbinger.

Pledge of Allegiance

CONSENT AGENDA

Consent Agenda Items:

- Minutes Approval: Regular Town Board Meeting August 2020.
- Upcoming electronic fund transfers/automatic payments approval: City of Becker – water/sewer, Xcel Energy – gas/electric, Ace Disposal – Twp maintenance, Advanced Disposal – container at Town Hall, Midco Business – phone and internet, Upcoming EFTS related to payroll: Federal taxes, State taxes and PERA - mandated rates, State of MN for building permit surcharge fees
- Correspondence acknowledgement: Boyer, August CRF Funding State Report
- Approvals:
 - Authorization for the treasurer to transfer of funds from the money market account to the regular account following approval of warrants payment by the supervisors.
 - Authorization for the treasurer to choose which accounts get paid by electronic methods.

- Knowledge that of township policies are in order at this time. The CIP policies in capital asset policies to be put in place by the end of 2021.
- Mileage reimbursement to follow IRS standards.
- Resolution 2020-25: Resolution of the Town of Becker Appointing Election Judges

Motion to approve consent agenda by Babler. Second by Boros. Motion carried all voting in favor.

REGULAR AGENDA ITEMS

Motion to approve a regular agenda by Babler. Second by Wilkening. Motion carried, all voting in favor.

The sheriff's report was tabled a Sergeant Frank was not on the phone.

Ashley Meagher of Schlenner Wenner & Co. presented an audit report to the town board. The full text of this presentation as well as the audit is available on file.

TOWN PLANNING COMMISSION

- Memo was reviewed by the board. No activity this month as the planning commission was canceled and joint planning board was canceled due to lack of agenda items.

ENGINEERING REPORT

Engineer Wes Davis presented following information

- Estimate for work to build 164th street to township (gravel cul de sac in Salida Crossing) standards was presented in the amount of \$84,018.
 - Approved drainage with ditches/storage pond – a lot of variables here
 - 2 lifts of asphalt.
 - 450 feet long
 - Reasonable estimate – can do with quotes rather than full contracting bids/etc.
 - Board questions
 - Are plans still good?
 - A: they were in 2010 for a hammerhead with extensive culverts.
 - Recommending no culverts underneath. Rather a full cul-de-sac and using the ditch on the Peterson Farm side that goes to where parking lot starts. The soil types out there can handle runoff.
 - With the storm sewer (small catch basin), moving water over to the drainage pond on the East side of Theco.
 - After discussion the board decided to consider this project for next year.
 - Road Supervisors want to meet with all parties before this moves forward
 - Estimate will be good through next year

- Big question from Engineer – Peterson Farms access. Would want to walk and look at this and what size should it be before finalizing?
- 112 street cul-de-sac was also discussed. The crosshatch area lies outside the town right of way. Discovered after survey. Legal description drafted up of this portion. Lengthy description, though not much land in the area.
- Gateway plaza is a plat along the north side of highway 10. When someone asked about purchasing staff discovered that there is a township road dedicated in the plat. Board stands on this was requested. 1999 Right of Way was dedicated. Viewed on Beacon
 - This would right of way to be brought to four road standard if this parcel is to be split. The owner of the parcel would be responsible for determining if MN DOT would allow more than one access. The location of the access should also be verified by the owner of the land. That is not the townships responsibility. The township stands by the zoning ordinance that if this land would be split a full township road would be required on the last name that would grant multiple accesses to the developer. There is a possibility based on me and up access points that the township would consider vacating the road, but only if there were multiple access points in case of splitting the parcel.

The preliminary CIP is planned for next month along with a beta interactive map for the township supervisors to look up for various data. Also will be asking what type of data the board would like to see. The use a program called PAVER.

- The board will be able to use the CIP program to help with forecasting.
- The goal is to be able to look out 10 years and maintain township roads at whatever percentage in good shape the board sites.
- 70% is often a good number.
- Currently there are some major renovations or reshape teams for restorations needed on some of our roads. Board planning to do more maintenance items now that 185th Ave SE has been completed.

SUPERVISOR REPORTS

FIRE BOARD

- Supervisor Babler: The fire board learned that since the township has taken on costs for \$135,000 for new gear, the rest of the wish list will be provided for by the City of Becker. The other wish list item for the fire department is appropriate audiovisual equipment so they can hold remote trainings to stay in compliance with COVID 19 social distancing regulations. The town board is willing to contribute the needed amount to get this done. The township clerk will contact the fire chief and provide him the in the visuals who helped get our audiovisual system improved.
- The town board will give the money to the fire board based on the Resolution that was passed tonight. Attorney Bourgeois stated that the Town Board needs to be very clear on what they are donating and why. The specifics of the gear to be added by the clerk once she can meet with fire board representative and fire chief. Strike washer/dryer from

resolution, approving 35 sets turn out gear and 35 sets of coveralls and appropriate Audio-visual equipment as required. **Motion by Babler to approve the donation of funds to purchase the equipment as listed as well as the AV Equipment as listed and adding the WHEREAS condition as needed for the Audio-Visual equipment and how it pertains to the COVID-19 pandemic. Second by Boros. Motion carried all voting in favor**

CENTRAL MISSISSIPPI RIVER REGIONAL PLANNING PARTNERSHIP.

- Presented by city of Becker planner Jacob Sanders. There were two meetings this month. Actions and values from the survey can be found in the round two memo. October 13 at 5:30 PM there will be a meeting at Becker city hall or all elected officials are invited to attend.

ROAD REPORT

Supervisor Boros and Supervisor Danielson and contractor Tony Wruck drove around and looked at various township roads.

- 77th street
- 67th street off of county road 23. 67th street needs to be a joint meeting with Santiago Township supervisors.
- 142nd are all in need of repair. 142nd street could have some fill to get by but needs serious consideration for work this next year.
- 85th in Boulder Crossing we've sprayed the weeds there before but that is needed again. There are a lot of weeds growing.
- The listing of roads verified will be submitted to the clerk after each time they go out to inspect roads. The planning to do this monthly are bimonthly so we can stay on top of maintenance better. The listing to the clerk is to help first with the modified approach to capital assets that the township uses the second is in cases of liability. If the problem is found and fixed, it is important that the clerk receives some sort of documentation that says it has been repaired so she can get put into the file.

CARES/CRS FUNDING

- Reminder there's a meeting at Sherburne County at 7:00 PM on September 30. The clerk sent out remote access links. Two supervisors can attend in person. Right now Supervisor Babler and Supervisor Kolbinger planning to attend in person.
- The grant application for local businesses was reviewed by the board.
 - The clerk to make changes as necessary and get consent for verification tomorrow morning so this application can start live.
 - A special board meeting is planned from Monday, November 9 at 7:30 PM. This meeting is to determine the funding.
 - A maximum grant of \$10,000 per business. It is important that no double dipping occur.

- There is a question on this form regarding receipt of other grants related to COVID.
- There will be a survey required if anyone receiving grant money. The clerk will send this out.
- Home based businesses in the Township tend to support the Township so the board is making them eligible, as they are allowed by Federal Standards.
- The equipment that history center requested you will not be granted by the township as the county owns the building and can get them the equipment using the county CARES funding.
- Upgraded Audio Visual System Equipment has been installed at the town hall. There are still a few pieces yet to go, but things are working well. iPad cases have been delivered, iPad are expected approximately October 4.
- The clerk is having difficulty locating someone who could install a hearing loop in this area or even provide an estimate.
- Special Meeting November 9th, 2020 at 7:30 pm. Pre-reviews to be completed by Supervisor Kolbinger or Supervisor Babler, Clerk and Treasurer
- Attorney reminder: if you grant money to someone who was granted money already for an expense, the township may need to return.

FRANCHISE AGREEMENT

- Arvig submitted proposed franchise agreement information to the clerk. Atty. Bourgeois has been reviewing. There are a few questions the board must answer the four appropriate responses to be drafted and information sent back to the Arvig representative.
 - First does the board wished to charge the franchise fee? After much discussion board members determined no franchise fee would be required.
 - Certificate of Insurance? Yes - they do want certificate of insurance letter of credit standards for keeping the right of ways in good order and other such information to be in the agreement. Atty. Bourgeois will work on this document forwarded to the clerk and the clerk will forward to our vague four discussion.

TOWN HALL

150TH YEAR CELEBRATION NOT DISCUSS THIS EVENING

- File cabinets of the back of Township Hall are starting to make the floor sink. They need to be moved as soon as possible. Kyle Johnson was in and suggest that if we could move half of them to the other side of the building they should alleviate the issue. Supervisor Danielson and Supervisor Babler will be in to move the file cabinets. They have the appropriate equipment to do so.
- Trash cans for outside town hall. After discussion the township plans to use wood around the Dumpster area similar to what the city issues across the street. The clerk was told to order two of the recycled plastic outdoor trash cans in brown as those will match.

TREASURES REPORT

- Motion to approve treasures report as distributed by Wilkening. Second by Boros. Motion carried, all voting in favor.
- Motion to pay warrants 14746 -147778 and PO's 1272-1284 and void check number 14726. Warrant total \$54,196.26 by Babler. Second by Boros. Motion carried, all voting in favor.

OTHER

Public Hearing Notice T town

- The City of Becker sent out a public hearing notice regarding the platting of several of the lots in T-town. City planner Jacob Sanders reviewed the plan and the plat with the town board supervisors. It's mainly clean up so they have sellable lots.
- Someone ran into neighbor's mailbox and wants to know if he can ask the Township to put one back up. Board instructed clerk to give contractor number to people requesting this (Jeff or Tony at this point).

MEETING RECESSED

- At 8:56 PM, town board chair Kolbinger motion to recess the town board meeting to allow checks signing and distribution. After this, the town board will resume in closed session per statute 13 D 0.01 in order to discuss valuation for real property along the 112 street.. Second by Babler. Motion carried all voting in favor.


Closed session was called to order at 9:06 PM.

Closed session was adjourned at 9:18 PM.

The regular town board been resumed session at 9:18 PM.

As there's no further business, Supervisor Babler made a motion to adjourn the meeting. Second by Kolbinger. Motion carried all voting in favor. Meeting adjourned at 9:19 p.m.


 Brian Kolbinger, Chair


 Lucinda Messman, Clerk