

**MAY TOWNSHIP MINUTES**  
**May 11 2020**

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn  
Treasurer – Bridgette Brown, Clerk – Bianca Wyffels

Elected Members Absent: None

Employees Present: Dave Hildahl, Bill Wyffels

Employees Absent: None

Others Present: Mark Breneman, Chad Converse, Julie Mertens, Sue Cantleberry, Wade Cantleberry, Shawn Cantleberry, Chad Hoenke, April Sandhoff, Neil Trout, Michelle and Allen Marshall, Kim Gibbs, Charlie Swenson

Note: No more than 10 persons were in the township hall at the board meeting at one time, all residents and elected officials were posted 6 feet apart as per the Governor's Stay-at-Home orders.

**CALL TO ORDER:** J Barg called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE:** Pledge of Allegiance was recited.

**APPROVE THE AGENDA:** A motion by D Horn, seconded by D Donahue to approve the agenda, carried unanimously.

**TREASURER'S REPORT:** May Treasurer's report–

\$ 86728.45 March 2020 beginning balance checking, savings, grader savings (all accounts)

\$ 7.89 April 2020 Receipts

(\$29070.74) April 2020 disbursements

\$57665.60 April 2020 ending balance **all accounts**

\$11884.87 **Checking** balance

\$ 9805.45 **General savings** balance

\$35975.28 **Grader savings** balance

A motion by D Donahue, seconded by D Horn to approve the May 2020 treasurer's report, subject to audit, carried unanimously.

**PAY BILLS:** The clerk and treasurer presented payroll and disbursement claims. The board reviewed. A motion by D Horn, seconded by D Donahue to approve check/claims/payroll 9865-9916 PR Liabilities, and wire transfers, carried unanimously.

**MINUTES:** B Wyffels read the April 13 2020 minutes and the May 1 2020 Road review minutes. A motion by D Horn, seconded by D Donahue to approve the April 13 2020 regular meeting minutes and the May 1 2020 road review minutes, carried unanimously.

**COMMENTS FROM VISITORS:**

Charlie Swenson – asked questions regarding future road projects in May Township, if our present contractors have liability insurance, and asked what the other contractor's equipment hourly rates are.

Mark Breneman – stated he feels the roads are not up to May Township standards. The board stated they do the best they can with the money approved at the annual meeting. He asked about job descriptions and if

they could be put on the township web page. The township has job descriptions, they will review putting them on the web page. He asked if minutes could be on the web site prior to approval. No minutes are on the web site until approved.

Chad Converse – Low area on road going into Bridgeman Cemetery needs a culvert. Board is aware. New building – if cost is over \$100,000 bids and advertising are required. The board stated the bid process threshold have moved to \$175,000. They are aware if the project is estimated to exceed \$175,000 a bid process will be followed.

Julie Mertens, Sue/Wade/Shawn Cantleberry, Chad Hoenke, April Sandhoff, Neil Trout, Michelle and Allen Marshall, Kim Gibbs – These residents all live on 124<sup>th</sup> Street. As there were too many to meet inside the building per the Governors Covid-19 guidelines, this part of the meeting was held outside. The residents expressed concerns about the dust, speed, weight of vehicles, and grading. After a discussion it was established 124<sup>th</sup> Street might need to be tarred to be able to maintain it. The board does not have funding to do this. Township funding is set at the annual meeting in March. The residents can petition to have a road tarred, in doing this the residents will have an assessment placed on their property. D Horn will ask Anderson Brothers for an estimate to tar 124<sup>th</sup> Street. The estimate will be emailed to Julie Mertens.

**ROAD MAINTENANCE:** All roads are good. Nothing else to report.

**Employee** – A motion by D Horn, seconded by D Donahue to hire Jake Suricek to run the grader when other employees are unable too, carried unanimously.

**Chloride** – D Horn will call Cass County to see if we can only chloride one or two roads.

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**OTHER REPORTS:**

**Motley Fire Department** – No report.

**Pillager Fire Department** – Regular meeting.

**Pillager Park Board** – docks are in.

**OLD BUSINESS:**

**Purchasing Policy** – The board reviewed the proposed purchasing policy. A motion by D Donahue, seconded by D Horn to approve the proposed purchasing policy, changing the bid amount to \$175,000 per Minnesota Association of Township guidelines, carried unanimously.

**Landfill Moratorium Resolution** – The board reviewed the proposed Resolution Landfill Moratorium. A motion by D Horn, seconded by D Donahue to approve the resolution on a Commercial Landfill Moratorium in May Township, carried unanimously. The clerk will send a copy to Cass County Administrator's Office.

**Township Road Construction Permit** – A motion by D Horn, seconded by D Donahue to approve the Road Construction permit and process, carried unanimously. The permit will be placed on the website for easier access to residents in May Township.

**NEW BUSINESS:**

**Maintenance Building** – The board discussion the need for an engineer and architect. If we pursue a loan for SBA these two items will be required. Discussion followed. It was decided to ask Hytec Construction Company

and Norson Construction Company to attend a special board meeting for the purpose of discussing the use of an engineer and architect.

**Special Board meeting** – A motion by D Horn, seconded by D Donahue to hold a special board meeting on May 26 2020, beginning at 6:00 p.m. and invite Hytec and Norson Construction Companies to attend, carried unanimously.

**Code of Ethics** – The board reviewed the proposed Code of Ethics Policy. A motion by D Donahue, seconded by D Horn, to approve the Code of Ethics Policy as presented, carried unanimously.

**Bridgeman Cemetery Fence** – Discussion was held regarding the fence at Bridgeman Cemetery. J Barg presented one quote to repair the fence and move some of it, to allow for a larger parking area. No action taken.

**ADJOURNMENT:** A motion by D Horn, seconded by D Donahue to adjourn the meeting at 8:45 p.m., carried unanimously.

Respectfully submitted,

*Jason Barg*  
Chairman

*Bianca Wyffels*  
Bianca Wyffels, Clerk