

## MAY TOWNSHIP MINUTES

January 14 and 28 2019

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn  
Treasurer - Bridgette Brown Deputy Clerk – Becky Rassler (January 14 2019)  
Elected Members Absent: Clerk Bianca Wyffels (January 14 2019)  
Employees Present: Dave Hildahl, Dale Fleischacker, Conrad Alexander, Jim Ackerson  
Employees Absent: None  
Others Present: Glen Moon, Kathy Johnson, Jen Barg

**CALL TO ORDER:** D Horn called the meeting to order at 7:01 p.m.

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

**APPROVE AGENDA:** A motion by D Donahue, seconded by J Barg to approve the agenda as presented, carried unanimously.

**MINUTES:** A motion by J Barg, seconded by D Donahue to approve the December 10 2018 regular meeting minutes as read, carried unanimously.

**TREASURER'S REPORT:** January Treasurer's report – December 2018 receipts \$82418.64 disbursements of \$6418.13, checking balance \$14102.86, savings \$103889.36, grader savings \$14102.86. Total checking, savings and investments, January 2019 \$136805.88. A motion by J Barg, seconded by D Donahue to approve the January 2019 treasurer's report, subject to audit, carried unanimously.

**PAY BILLS:** The treasurer and clerk presented payroll and disbursement claims. The board reviewed. A motion by B Barg, seconded by D Donahue to approve check/claims/payroll 9558-9599 PR Liabilities, and wire transfers, carried unanimously.

**RECOGNIZE VISITORS:** Jim Ackerson asked to see minutes from 2018. The board stated they are available at every meeting and the clerk has the official minutes in her office. These minutes are available to read but are not sent off campus. Mr. Ackerson was given the set of minutes he requested. No other comments from visitors.

### OTHER REPORTS:

Park Board – J Barg has reached out to the Park Board and is waiting for a response.

Motley Fire Department – No report.

Pillager Fire Department – Four medical runs in December.

**ROAD MAINTENANCE: Winter Brush Burning** – Brushing has been completed – 64<sup>th</sup> Street (45S), 120<sup>th</sup> Street (20W), 65<sup>th</sup> Avenue (44N) and town hall. Need to cut more trees on 124<sup>th</sup> Street (22W), 53<sup>rd</sup> Avenue (52N). Need to cut more trees on 124<sup>th</sup> Street (24W) and north side of 120<sup>th</sup> Street (20W).

May Township Garage – The township garage needs a little minimum maintenance as there are a couple of holes in the walls, etc. A motion by J Barg, seconded by D Donahue to hire Dave Hildahl to repair the garage, carried unanimously.

**EMERGENCY MANAGEMENT REPRESENTATIVE:** The Clerk has received a request from the Emergency Management team in Cass County. A representative has been requested from May Township. D Donahue will review the information and be our representative.

**ADJOURNMENT:** A motion by J Barg, seconded by D Donahue to adjourn the meeting at 9:50 p.m. carried unanimously.

Respectfully submitted,

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David Horn, Chairman

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Bianca Wyffels, Clerk

**MAY TOWNSHIP MINUTES**  
**February 11 2019**  
**And continuation meeting February 19 2019**

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn

Treasurer - Bridgette Brown

Clerk - Bianca Wyffels

Elected Members Absent: None

Employees Present: Dave Hildahl, Conrad Alexander, Jim Ackerson

Employees Absent: Dale Fleischacker

Others Present: Dave Larson, Charlie Swenson, Bill Wyffels, Jim Lund

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

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

**APPROVE AGENDA:** A motion by J Barg, seconded by D Donahue to approve the agenda with the additions of AED and set levy, carried unanimously.

**TREASURER'S REPORT:** February Treasurer's report – January 2019 receipts \$5352.45 disbursements of \$26092.81, checking balance \$28011.10, savings \$69236.77, grader savings \$18817.65. Total checking, savings and investments, February 2019 \$116065.52. A motion by J Barg, seconded by D Donahue to approve the February 2019 treasurer's report, subject to audit, carried unanimously.

**PAY BILLS:** The treasurer and clerk presented payroll and disbursement claims. The board reviewed. A motion by B Barg, seconded by D Donahue to approve check/claims/payroll 9600-9626 PR Liabilities, and wire transfers, carried unanimously.

**MINUTES:** A motion by J Barg, seconded by D Donahue to approve the January 14/28 2019 regular meeting minutes as read, carried unanimously.

A motion by D Donahue, seconded by J Barg to approve the January 7 2019 re-organization meeting minutes as read, carried unanimously.

**DEPUTY CLERK:** B Wyffels asked the board to approve Becky Rassler as May Township Deputy Clerk. A motion by J Barg, seconded by D Donahue to approve Becky Rassler as Deputy Clerk for May Township and to approve her signature to be added to the May Township Signature Card at the Pine River State Bank, carried unanimously.

**GRAVEL HAULING BIDS:** D Horn called for a conversation on gravel hauling. There were three persons in the audience with quotes for gravel hauling in 2019. Swenson Ag., Jim Lund, Dave Larson have given quotes to the board. Discussion followed. There were questions regarding the legality of rescinding the January motions, the quote process and how to continue. A motion by D Donahue, seconded by J Barg to contact the townships lawyer for clarification on the quote process used, this meeting will be continued, after we receive clarification from MAT, the board will meet (only after following the Open Meeting Law of three days posting), carried unanimously. Jim Lund asked to have his quote returned to him not to be included.

**RECOGNIZE VISITORS:** Dave Larson, Jim Lund, and Charlie Swenson were present to discuss gravel hauling. Bill Wyffels has no concerns.

**OTHER REPORTS:**

Park Board – J Barg has reached out to the Park Board and no meeting yet.

Motley Fire Department – One medical run in January.

Pillager Fire Department – Meeting was changed to February 11.

**ROAD MAINTENANCE:** Snowplowing most of the time, graders are running well. C Alexander asked the board to consider adding a quick attach adaptor to his plow (\$1500). Discussion followed. D Horn was directed to call Cass County, RDO and Falls Equipment regarding the purchase of a “quick attach adaptor.”

D Horn stated he had received a phone call regarding a mail box being hit by our plow on 65<sup>th</sup> avenue. J Ackerson will help this resident put up a temporary mailbox until spring.

**AED:** D Horn stated a resident has requested the township have an AED at the town hall. The Clerk asked the insurance company if there were any liability issues. There were none stated. The only concern stated was that it should be kept somewhere it could not be stolen. D Donahue will research the purchase of an AED and bring back information to the board.

**2020 LEVY:** A motion by D Horn, seconded by J Barg to request a levy of \$250,000, carried unanimously.

**GRADER SAVINGS:** A motion by D Donahue, seconded by J Barg to move \$10,000 of the general fund balance at the end of 2018 to the grader savings account, carried unanimously.

**RESOLUTIONS:** The Clerk presented the board with three resolutions.

1. Snowplowing
2. Gravel
3. Cemetery

All three of these resolutions were reviewed. Changes were requested. The clerk will present at the March regular meeting for further review.

**SHORT COURSE MEETING:** A motion by D Donahue, seconded by J Barg to pay the registration fee, mileage, and meals for the board to attend the March 25 2019, Breezy Point, Short Course meetings, carried unanimously.

**BOARD OF EQUALIZATION:** D Horn stated the Board of Equalization will be held at the May Township Hall on April 2 2019 at noon. No action needed. Meeting will be posted in the Staples World.

**BRIDGEMAN CEMETERY:** Enberg Logging has cut the trees at the cemetery as requested. The logs have been piled. A motion by D Donahue, seconded by J Barg to give the logs to Keith Rogers, carried unanimously.

**OTHER BUSINESS PRESENTED:** D Horn presented the following, no action was taken:

Cass County Highway Department regarding the Highway Department Informational meeting.

MN Emergency Management Training

Faith in Action

County Extension By-products program – Ted Sullivan will apply wood ash and/or lime on his property.  
First Call

**CONTINUATION OF MEETING:** The meeting was recessed at 9:15 p.m.

**CONTINUATION MEETING FEBRUARY 19 2019 5:00 P.M.**

**CALL TO ORDER:** D Horn called the meeting to order at 5:00 p.m. on February 19, 2019.

**PRESENT:** Dave Horn, Jason Barg, Dan Donahue, Bianca Wyffels,

**GRAVEL HAULING:** B Wyffels had written a letter to the Minnesota Association of Townships lawyer. The answer was received and read at the meeting. Discussion followed. The board reviewed the process used to gather quotes for gravel hauling. A motion by D Donahue, seconded by J Barg stated after reading the answer from the township attorney dated February 13 2019, we move to honor the contract with DLL Excavating Inc. as was made at the January 14 2019 board meeting to haul 12,000 – 14,000 yards from May Township's gravel pit - class 5 gravel onto May Township Roads, carried unanimously.

**AED:** D Donahue stated he has done some research on the purchase of an AED machine for the township. Discussion followed. D Donahue will contact the resident regarding the AED suggestion.

**HEAVY EQUIPMENT RENTAL FEES:** The Clerk was asked to send a letter to J Ackerson, B Anderson, D Hildahl requesting their hourly rental fee, with operator, for 2019 heavy equipment: dump truck, excavator, dozer (state size), skid steer and backhoe.

**ADJOURNMENT:** A motion by J Barg, seconded by D Donahue to adjourn the meeting at 6:04 p.m., carried unanimously.

Respectfully submitted,

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David Horn, Chairman

Bianca Wyffels (Bmw)  
Bianca Wyffels, Clerk

MAY TOWNSHIP MINUTES

March 11 2019

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn

Treasurer - Bridgette Brown, Clerk – Bianca Wyffels

Elected Members Absent: None

Employees Present: Dave Hildahl, Conrad Alexander, Jim Ackerson

Employees Absent: Dale Fleischacker

Others Present: Mark Brenneman, Chad Converse, Charlie Swenson, Kendal Swenson, Bob Kadus, Denver Johnson, Keith Rogers, Les Bell

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

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

**APPROVE AGENDA:** A motion by J Barg, seconded by D Donahue to approve the agenda as presented with the addition: Discussion of equipment rental hourly rates, carried unanimously.

**TREASURER'S REPORT:** March Treasurer's report – February receipts \$22685.03 February disbursements of \$21234.30, checking balance \$6777.53, savings \$91917.46, grader savings \$18821.26. Total checking, savings and investments, February 2019 \$117516.25. A motion by J Barg, seconded by D Donahue to approve the February 2019 treasurer's report, subject to audit, carried unanimously.

**PAY BILLS:** The treasurer and clerk presented payroll and disbursement claims. The board reviewed. A motion by J Barg, seconded by D Donahue to approve check/claims/payroll 9600-9621 PR Liabilities, and wire transfers, carried unanimously.

**MINUTES:** A motion by D Donahue, seconded by J Barg to approve the February 11 2019 regular meeting minutes as read, carried unanimously.

**RECOGNIZE VISITORS:**

Mark Brenneman – Questions regarding process to appoint a supervisor to a vacant position. And question on meals and lodging being paid to supervisors going to workshops. The board addressed both questions, discussion followed. No action needed.

Charlie Swenson – Question regarding legality of rescinding a motion and the acceptance of the gravel hauling bid. The board addressed this question. It was agreed we should review Wilson Township's written policy and process of accepting quotes for gravel hauling.

Chad Converse – More room for parking at annual meeting is needed. Spring road review- please review 124<sup>th</sup> (25E) hill is washing out. January 2019 minutes – cutting trees – review roads listed. Discussion followed, no action.

Kendell Swenson, Les Bell, Keith Rogers, Jim Ackerson, Dave Hildahl, Denver Johnson, Bob Kadus – No comments.

## **OTHER REPORTS:**

Park Board – The board would like two hosts this year. One position is filled. Looking for a second host.

Motley Fire Department – Three runs in May Township. One propane and two medical.

Pillager Fire Department – Twenty-four runs all this year – one run in May Township. The water tank located at the town hall is 4000 gallons and 8 feet underground. They asked if we can keep a path plowed to the tank it would be appreciated.

**ROAD MAINTENANCE:** Snow plowing has kept everyone busy this month. The mail box has been fixed. Turning around in a yard at the end of 124<sup>th</sup> Street the snow plow has hit a portable shed. The owners have been in contact with the township. The township has been in contact with the insurance company. Discussion followed on where the grader should be turning around. Mark Brenneman stated he would give the township a right-of-way to build a turn around on his property. The grader needs at least 40 feet to turn around. The supervisors agreed to build the turn-around and install a culvert at the end of 24W. The township supervisors will work with M Brenneman to complete the turn-around.

**OLD BUSINESS:** Resolutions – The clerk presented the Cemetery and Snow Plowing resolutions. No action taken the board would like to review one more time.

AED – D Donahue has done some research on an AED for the township hall. A motion by D Horn, seconded by J Barg to accept Enberg Loggings donation of an AED for the township hall and to have Dan Donahue work directly with Enberg Logging on this purchase, carried unanimously. The township will be responsible for maintenance, training staff/employees and the AED will be located in the township hall.

Board of Equalization – The annual Board of Equalization will be held on April 2 2019 at the May Township Hall, 12:00 noon.

Equipment Hourly Rental Requests – The clerk sent a letter as requested at the February 11 2019 meeting requesting equipment hourly rental rates. One person responded. The board reviewed and tabled until the next regular board meeting.

MAT Short Course Workshop – The clerk reminded the board they are registered for the March 25 2019 MAT Short Course meeting at Breezy Point. No action taken.

**NEW BUSINESS:** Cass County – The clerk presented letters from Cass County first one was: 2019 Roadway Chloride Program and the second one was: 2019 Roadway Maintenance Materials. No action taken. Add to April regular meeting agenda.

Donation Requests – The clerk presented the following donation requests: Cass County Historical Society, Central Applicators Inc., Sexual Violence Resource Center. No action taken.

**ADJOURNMENT:** A motion by D Donahue, seconded by J Barg to adjourn the meeting at 8:50 p.m. carried unanimously.

Respectfully submitted,

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David Horn, Chairman

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Bianca Wyffels, Clerk





## MAY TOWNSHIP MINUTES

APRIL 8 2019

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn

Treasurer - Bridgette Brown, Clerk – Bianca Wyffels

Elected Members Absent: None

Employees Present: Dave Hildahl, Conrad Alexander, Jim Ackerson

Employees Absent: Dale Fleischacker

Others Present: Mark Brenneman, Chad Converse, Harold Tholl, Steve Lorber, Doug Barnett, Tom Michealson, Rod Enberg

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

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

**APPROVE THE AGENDA:** A motion by J Barg, seconded by D Donahue to approve the agenda as presented with the addition: May 2 Treasurers meeting, carried unanimously.

**TREASURER'S REPORT:** April Treasurer's report – March receipts \$40.17 March disbursements of \$11107.46, checking balance \$20670.84, savings \$66952.86, grader savings \$18825.26. Total checking, savings and investments, March 2019 \$106448.96. A motion by J Barg, seconded by D Donahue to approve the March 2019 treasurer's report, subject to audit, carried unanimously.

**PAY BILLS:** The treasurer and clerk presented payroll and disbursement claims. The board reviewed. A motion by J Barg, seconded by D Donahue to approve check/claims/payroll 9622-9700 PR Liabilities, and wire transfers, carried unanimously.

**MINUTES:** A motion by J Barg, seconded by D Donahue to approve the March 11 2019 regular meeting minutes as read with a correction listing paid checks, carried unanimously.

### RECOGNIZE VISITORS:

Chad Converse – Cemetery and Snowplowing resolutions. C Converse made suggestions on changes to the preliminary Cemetery and Snowplowing resolutions. The board accepted these suggestions and will keep them in mind at the next reading of the resolutions. 120<sup>th</sup> Street (20W) – rocks in road, would like them removed – culverts are low. 124<sup>th</sup> Street (25W) – over hill water on west side running – culvert might have a hole – need ditches. The board will look at these roads during the spring road review.

Mark Brenneman – Donations – read the rules regarding a township paying donations. The board is aware of these rules. Monthly bills – he would like the clerk to include a list of bills paid when sending the minutes via mail or email. Chloride – road with most traffic should have chloride. Other items discussed: year-end report sent to the Secretary of State included in annual meeting booklet, creating a web page.

Doug Barnett – no concerns.

Jim Ackerson – no concerns.

Harold Tholl and Tom Michealson – 96<sup>th</sup> Street (1W) – a change made to the road above Tom Michealson's land causing his field to flood. H Tholl read law 160.201 Subd 1 of the MN Township Law Book. There was discussion on the reasons for the direction of the water flow, cleaning ditches, and/or creating ditches, etc. D Hildahl will shoot the grade of the road before the next meeting. The board asked the Clerk to write a letter to the township lawyer regarding creating a new agreement with Meadow Brook Township and 96<sup>th</sup> Street

Rod Enberg – AED

Steve Lorber – Culverts

#### **OTHER REPORTS:**

Park Board – Use bathroom on site, repairs needed.

Motley Fire Department – No meeting.

Pillager Fire Department – Purchased uniforms, slow month.

**ROAD MAINTENANCE:** Snow plows have been taken off graders.

**OLD BUSINESS:** Resolutions – The clerk presented the Cemetery and Snow Plowing resolutions. No action taken the board would like to review one more time. Will bring to next meeting.

AED – D Donahue has been in contact with Ben Johnson. He will train May Township employees/board for free. He has spoken with R Enberg. AED will be purchased and kept at the town hall. Mr. Enberg asked if the AED could be made available to local EMT staff for emergencies. Discussion followed. It was agreed to change the lock at the township hall to a "security" entry with a code. The local EMT staff will be given a # to enter the township hall and the use of the AED. Conrad Alexander will bring back information on the purchase and replacement of the lock at the township hall.

**NEW BUSINESS: Donation Request** – A motion by J Barg, seconded by D Donahue to donate \$300 to the Cass County Historical Society, carried unanimously.

**Beavers** – A motion by J Barg, seconded by D Donahue to have D Horn call Vernell Bose to start beaver trapping in May Township, D Horn will review the areas needing trapping with trapper and not to pay more than \$50 per beaver caught, carried unanimously.

**MN DOT** – D Horn presented a letter from MN Dot regarding a car count on roads in or close to May Township. The board was asked if they are interested in having any roads in May Township included in this count. Discussion followed. It was agreed we need three roads counted: 61<sup>st</sup> Avenue, 124<sup>th</sup> Street and 132<sup>nd</sup> Street. J Barg will contact MN DOT.

**Culverts** - (1) Steve Lorber stated the culvert by his home had plugged and he had a difficult time finding the end of them. He presented a culvert marking mechanism he created. The board was interested this item. However, they felt it would not hold if it were to be hit by a snow plow wing. Other ideas were presented. A motion by J Barg, seconded by D Donahue to hire J Ackerson and S Lorber to: 1. inventory all culverts township wide, 2. mark the ends of the culverts, 3. mark one culvert using the agreed mechanism consisting of a 2 inch

PVC pipe and a fence post for spring thawing, 4. clean out the ends of any culvert that needs to be cleaned, 5. maximum cost of this project is \$10000, carried unanimously.

(2) 100<sup>th</sup> Street (5E), and 96<sup>th</sup> Street (1W/3W) – culverts have peeled off. Discussion followed on how to fix these. It was decided to add a flare to these culverts and to **make it a standard practice to flare all future culverts when installing.**

(3) a lot of culverts appear to be “sinking”. This is only because of the frost level. They should be okay when frost comes out for spring.

**Sand Bags** – D Horn stated Cass County requested using May Township Hall has a location for the Sheriff Office to drop off sand bags for township residents in need of flood assistance. Hengal Construction donated the sand. There have been 300+ bags filled. 300 went to on resident and 40 to another. The rest will remain at the town hall for next spring.

**Conference/Forum** - A motion by J Barg, seconded by D Donahue to send D Horn and J Barg Anderson Brothers 26<sup>th</sup> Annual Transportation Forum paying mileage, carried unanimously.

**Spring Road Review** – The Board will conduct the annual Spring Road Review on April 19 2019 starting at 8:00 a.m. at the township hall.

**MAT Treasurer Meeting** - A motion by J Barg, seconded by D Donahue to send Bridgette Brown to the MAT Treasurer meeting on May 2 2019 St Michael Minnesota paying her mileage, meals and registration fee, carried unanimously.

**Contractors’ Hourly Rates for Their Equipment** – The Clerk presented prices received from the following contractors for hourly rates: James Ackerson, Bob Anderson, and Dave Hildahl. These were reviewed. No action needed at this time.

**124<sup>th</sup> Street Turn-A-Round** – D Horn stated he has been in contact with Jim Kramer regarding the turn-a-round needed at the end of 124<sup>th</sup> Street. No action was taken. More information will be brought to next meeting.

**Electrical** - A motion by J Barg, seconded by D Donahue to have D Horn call Kevin’s Electric to check out the lighting that has not been working, carried unanimously.

**ADJOURNMENT:** A motion by D Donahue, seconded by J Barg to adjourn the meeting at 9:30 p.m. carried unanimously.

Respectfully submitted,

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David Horn, Chairman

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Bianca Wyffels, Clerk (checked)

**MAY TOWNSHIP MINUTES  
MAY 13 2019**

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

Elected Members Absent: None

Employees Present: Dave Hildahl, Conrad Alexander, James Ackerson

Employees Absent: Dale Fleischacker

Others Present: Mark Brenneman, Jill and Dean Johnson, Steve Lorber, Rod Enberg, Travis Dick

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

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

**APPROVE THE AGENDA:** A motion by J Barg, seconded by D Donahue to approve the agenda as presented, carried unanimously.

**TREASURER'S REPORT:** May Treasurer's report – April receipts \$15.64 April disbursements of \$23149.85, checking balance \$27521.88, savings \$26962.78, grader savings \$28830.09. Total checking, savings and investments, April 2019 \$83314.75. A motion by J Barg, seconded by D Donahue to approve the April 2019 treasurer's report, subject to audit, carried unanimously.

**PAY BILLS:** The treasurer and clerk presented payroll and disbursement claims. The board reviewed. A motion by J Barg, seconded by D Donahue to approve check/claims/payroll 9652-9677 PR Liabilities, and wire transfers, carried unanimously.

**MINUTES:** A motion by J Barg, seconded by D Donahue to approve the April 9 2019 regular meeting minutes as read, carried unanimously. A motion by J Barg, seconded by D Donahue to approve the April Road Review minutes as read, carried unanimously.

Mark Brenneman – has questions, thoughts. Can we use the "grader savings" account to build a new garage for graders? Board said it is possible but would rather keep the grader fund for a new grader. Is there a previous document from the "land donor" stating the "can and cannot" to Bridgeman Cemetery? No document has been found.

Dean Johnson – question on marking culverts.

Jill Johnson – no concerns.

Rod Enberg – brought AED device and new security door lock. D Donahue will work with R Enberg to mount the AED machine and change the lock. The board thanked Mr. Enberg for his generosity and thoughtfulness.

Steve Lorber – went through his culvert marking process. Presented a map of all culverts in May Township.  
Travis Dick –FTM Inc. Farm. He informed the Township Board he will be adding a new barn, and remodeling others. He went through the process and answered questions.

**OTHER REPORTS:**

Park Board – There is some damage to bathrooms, it will be repaired for season. Tables will be power sprayed. The board asked if the main dock can be moved a little so that it is not hit when boats are loading and unloading, J Barg will check on this.

Motley Fire Department – One medical run in May Township.

Pillager Fire Department – East Gull Lake contract is under review as well as other township contracts with the Pillager Fire Department.

**ROAD MAINTENANCE:** Rocks have been removed from roads, beavers are a problem but the Beaver Trapper is working on it, M Epplesheimer had sent an email asking to have rocks on his road removed 116<sup>th</sup> Street SW (16W), 124<sup>th</sup> Street project has not been started due to the rain, 5 trees need to be removed, cut these trees into 8 foot lengths. C Alexander wants to change his cutting edges. Discussion followed. The Board agreed to purchase new cutting edges for his grader. Grader has a leak may need to take to RDO will watch for now, C Alexander will contact RDO for an estimate of charges.

**Culverts** – D Hildahl stated we will need the following culverts to finish the 124<sup>th</sup> Street project. 4: 30' x 18", 2: 40' x 24", 1: 35' x 18". Discussion followed. The board agreed to finish out the order with 30' x 18" or 24". A motion by J Barg, seconded by D Donahue to approve the purchase of \$5000 worth of culverts assigning D Horn to make this purchase, carried unanimously.

**120<sup>th</sup> Street** – Dana Fisher sent an email asking May Township to look at the culvert at the end of her driveway again. The culvert has started to wash out. D Donahue will review and bring back information to the next meeting.

**124<sup>th</sup> Street** - Robert Cheney and Margaret A Tepley have agreed to an Easement Deed to May Township the land needed for the turn-around at the end of 124<sup>th</sup> Street. A motion by D Donahue, seconded by J Barg to accept this Easement Deed and register with Cass County, carried unanimously.

**MnDOT** - If the township wishes to continue the road count, MnDOT will supply the equipment free of charge.

**OLD BUSINESS:** Resolutions – The clerk presented the Cemetery resolution and Snow Plowing resolution. No action taken the board would like to review one more time. Will bring to next meeting.

**AED** – D Donahue has been in contact with Ben Johnson. He will train May Township employees/board for free.

#### **NEW BUSINESS:**

**Purchasing Policy** – The new purchasing policy was tabled until the June board meeting.

**WEB Page Update** – D Donahue stated he has been in contact with Bob Sherman from Midwest Captions Inc. \$500 for the design, hosting is \$25 per month, support and training will be \$95 per quarter hour increments. Discussion followed more information is needed.

**ADJOURNMENT:** A motion by D Donahue, seconded by J Barg to adjourn the meeting at 9:10 p.m. carried unanimously.

Respectfully submitted,

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David Horn, Chairman

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Bianca Wyffels, Clerk

MAY TOWNSHIP MINUTES  
JUNE 10 2019

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn  
Treasurer - Bridgette Brown, Clerk – Bianca Wyffels  
Elected Members Absent: None  
Employees Present: Dave Hildahl, Conrad Alexander  
Employees Absent: Dale Fleischacker, James Ackerson  
Others Present: Mark Brenneman, Bob Sherman, Chad Converse,

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

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

**APPROVE THE AGENDA:** A motion by J Barg, seconded by D Donahue to approve the agenda as presented, carried unanimously.

**TREASURER'S REPORT:** June Treasurer's report – May receipts \$12.80 May disbursements of \$10461.29, checking balance \$17061.55, savings \$26968.50, grader savings \$28836.21. Total checking, savings and investments, May 2019 \$72,866.26. A motion by J Barg, seconded by D Donahue to approve the May 2019 treasurer's report, subject to audit, carried unanimously.

**PAY BILLS:** The treasurer and clerk presented payroll and disbursement claims. The board reviewed. A motion by J Barg, seconded by D Donahue to approve check/claims/payroll 9678-9725 PR Liabilities, and wire transfers, carried unanimously.

**MINUTES:** The Clerk read the May 13 2019 minutes. A motion by J Barg, seconded by D Donahue to approve the May 13 2019 regular meeting minutes as read, carried unanimously.

**RECOGNIZE VISITORS:**

Mark Brenneman – presented a road map of May Township with the “road car counts” from 2006 when he was on the board. He also re-stated his concern regarding “stop payment” on checks from May Township. The board thanked M Brenneman for his information and the 2006 road count. His third concern was on the open meeting law. He wanted to make sure the township supervisors were aware of this law. The board is aware and some discussion was held on where postings are and why.

Bob Sherman – Midwest Captions Inc. here to discuss a web site for May Township.

Chad Converse – Asked for April Road Review notes. He had comments on some roads.

**WebPage** – Bob Sherman from Midwest Captions Inc. was here to present a proposal to help the township set up a webpage. His proposal included: \$500 – Site Development and graphics (4-8 pages), \$95 CMS Per hour training, \$40 Web hosting set up, \$25 Monthly Server Fee (Company plan). The cost to the township for the first 6 months will be a total of \$690. The second six months will be \$150. Optional is the \$95 per hour for CMS Training. Discussion followed on the domain registration name. It will cost \$29 for the domain name. A motion by J Barg, seconded by D Donahue to hire Midwest Captions Inc. to secure the domain name: @maytwp.com. a-one-time cost of \$29, carried unanimously. More discussion will be held at the June 24 2019 board meeting.

## **OTHER REPORTS:**

Park Board – no discussion.

Motley Fire Department – no discussion.

Pillager Fire Department – no discussion.

## **ROAD MAINTENANCE:**

**120<sup>th</sup> Street** – D Donahue was asked to contact Dana Fisher regarding the wash out by the culvert at the end of her driveway. The culvert has been inspected by other township board members individually. The culvert installed by resident is too small, the resident needs to cut the ditch on drive way deeper to correct water drainage and replace the culvert with a larger culvert.

**124<sup>th</sup> Street** - The turn-around at the end of 124<sup>th</sup> Street is almost complete. Township will have the turn-around completed in two weeks.

**104<sup>th</sup> Street** – The Clerk had received an email from Dave Nelson asking her to re-present his letter to the township dated July 27 2018. The Clerk presented his letter asking the township to chloride in front of his home. There was no action taken as the Board has no plans to chloride road in May Township in 2019.

**Grader maintenance** - D Horn stated the new township grader has broken down. It was taken to RDO in St Cloud, Minnesota. It appears that the rear differential locked up. Service estimates were handed out and reviewed by the board. Service Estimate from RDO: \$40149.51. A motion by D Horn, seconded by D Donahue to give J Barg the authority to spend up to \$50000 on behalf of the township to repair grader #DW770GX625494, motion carried unanimously.

## **OLD BUSINESS:**

**Culvert Purchase** – D Horn stated the culvert order from ConTech will be delivered on Wednesday June 12 2019 between 11 am. - 12 noon. D Donahue will meet the trucker at the township hall for delivery.

**MnDOT** – J Barg stated Cass County is charging for use of the road count equipment. The board will not do any road counts this year.

**Resolutions** – The clerk presented the Cemetery resolution, Snow Plowing, and Purchasing resolutions. No action taken the board would like to review one more time. Will bring to next meeting.

**AED** – D Donahue will contact Ben Johnson to request training on June 24<sup>th</sup> at 7:30 p.m. before regular meeting. If he is not able to conduct the training on the 24<sup>th</sup> of June, he will be asked to come ½ before the July meeting.

## **NEW BUSINESS:**

**Mowing Ditches** – Ditch mowing was brought up. The board discussed the need to mow May Township ditches, the timeline, and hiring a contractor to do this. J Barg was asked to contact Jim Ackerson to see if he will be mowing May Township ditches this year.

**Beaver Dam** – D Horn stated there are three beaver dams affecting May Township roads and need to be removed. 1. West of Casino Church, 2. Behind Disterhaupt property, 3. By Tom Carlson property. It will cost

approximately \$200-\$300 per beaver dam. Discussion followed. A motion by J Barg, seconded by D Donahue to hire Phil Miller to remove the dams at an approximate cost of \$200-\$300 each, carried unanimously. J Barg will contact Phil Miller.

**Second June meeting** – The Clerk reminded the board there are two board meetings in June, July and August. No action needed.

**Short Course MAT Meetings:** The Clerk stated the MAT Short Courses start on June 17, 2019. She asked the board if they would like to attend, and presented the registration and agenda. Discussion followed. A motion by J Barg, seconded by D Donahue to pay hourly wage, registration fee, mileage for clerk, treasurer, township supervisors to attend the June 17 2019 MAT Short Course meeting in St Cloud, Minnesota, carried unanimously. The supervisors, clerk and treasurer will meet at and leave from the township hall at 7:00 a.m. on June 17, 2019.

**ANY OTHER BUSINESS AS NEEDED:** The clerk stated the numbered May Township checks were mixed up in the box of checks. Therefore numbered checks have been recorded incorrectly at the last meetings. She reviewed the detailed check registers with the board. The only change to the previous minutes are the check #'s. A motion by J Barg, seconded by D Donahue to change the previous meeting minutes check number records as follows: January 2019 (558-9565, 9581-9591, 9569-9572), February 2019 (9606-9626), March (9566-9568, void 9592, 9593-9605, 9627-9629), carried unanimously.

**ADJOURNMENT:** A motion by D Donahue, seconded by J Barg to adjourn the meeting at 8:55 p.m. carried unanimously.

Respectfully submitted,

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David Horn, Chairman

*Bianca Wyffels*  
Bianca Wyffels, Clerk



**MAY TOWNSHIP MINUTES  
JUNE 24 2019**

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn  
Clerk – Bianca Wyffels  
Elected Members Absent: None  
Employees Present: Dave Hildahl  
Employees Absent: Dale Fleischacker, James Ackerson, Conrad Alexander  
Others Present: Chris Hanson

**CALL TO ORDER:** D Horn called the meeting to order at 8:00 p.m.

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

**ROAD MAINTENANCE:**

104<sup>TH</sup> Street – Chris Hanson asked if some gravel could be put on his road. Discussion was held regarding Hengel Construction's use of the road and general use of the road. The Clerk was asked to write a letter to Heather Hengel asking them to supply gravel for the road at their cost.

61<sup>st</sup> Avenue (45S) – Dana Fisher home – Discussion was held again on how to fix and maintain 61<sup>st</sup> Avenue by Dana Fisher home. A motion by J Barg, seconded by D Donahue to add 10 feet to the culvert, rocks to the ditch and have D Hildahl complete the work, carried unanimously.

61<sup>st</sup> Avenue by Debra Lane – Chris and Kristina Bell sent an email to the clerk stating there had been some damage to their mail box, and two other items had been hit by the grader. Discussion followed. Grader operator will be contacted for further review.

65<sup>th</sup> Avenue (Mosquito Creek) – Resident has turned in a claim for his vehicle. He hit a rock in road, air bags were deployed, MAT insurance company has been contacted. They will investigate.

Gravel – The following road will be graveled beginning July 8 2019:

(1W) 96<sup>th</sup> Street – 290 yards  
(10W) 108<sup>th</sup> Street – 300 yards  
(4E) 100<sup>th</sup> Street – 1000 yards  
(58N) needs fill before gravel  
(51N) needs fill before gravel and then 1160 yards  
(3W) 100<sup>th</sup> Street – 580 yards  
(7E) 104<sup>th</sup> Street – 765 yards  
(8E) 104<sup>th</sup> Street – 1160 yards  
(11E) no need to gravel  
(12E) needs fill  
(13E) 108<sup>th</sup> Street – 100 yards  
(14W) 110<sup>th</sup> Street – 290 yards  
65<sup>th</sup> Avenue – 2200 yards  
(20W) 120<sup>th</sup> Street – 600 yards  
(25W) 124<sup>th</sup> Street – 1160 yards  
(26W) 124<sup>th</sup> Street – 160 yards  
(53S) 51<sup>st</sup> Avenue - 1160 yards  
(55S) 49<sup>th</sup> Avenue – 600 yards

**RESOLUTIONS:**

Bridgeman Cemetery – Discussion was held. A motion by J Barg, seconded by D Donahue to approve the Bridgeman Cemetery Resolution as presented, carried unanimously.

Snow Plowing Resolution – Discussion was held. A motion by J Barg, seconded by D Donahue to approve the Snow Plowing Resolution as presented, carried unanimously.

**ADJOURNMENT:** A motion by J Barg, seconded by D Donahue to adjourn the meeting at 9:40 p.m. carried unanimously.

Respectfully submitted,

*Bianca Wyffels*  
Clerk – Bianca Wyffels

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Chairman – David Horn