

**MAY TOWNSHIP MINUTES**  
**5834 112<sup>th</sup> Street**  
**Pillager, MN 56473**  
**July 13 2020**

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn  
Clerk – Bianca Wyffels Treasurer – Bridgette Brown  
Employees Present: Dave Hildahl, Bill Wyffels, Jake Sirucek  
Employees Absent: None  
Others Present: Mark Breneman, Charlie Swenson, Jim Lund

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.

**CONSENT AGENDA:** A motion by D Horn, seconded by D Donahue to approve the consent agenda, including the agenda, Clerk's report: June 8 and 24 2020, carried unanimously.

**TREASURER'S REPORT:** July Treasurer's report– A motion by D Donahue, seconded by D Horn to approve the July 2020 treasurers report as presented subject to audit, carried unanimously.

\$ 43838.03 May 2020 beginning balance checking, savings, grader savings (all accounts)

\$ 73375.34 June 2020 Receipts

\$ 4941.61 June 2020 disbursements

\$112271.76 June 2020 ending balance **all accounts**

\$ 2909.37 **Checking** balance

\$ 73375.18 **General savings** balance

\$ 35987.21 **Grader savings** balance

**PAY BILLS:** The clerk presented payroll and disbursement claims. The board reviewed. A motion by D Horn, seconded by D Donahue to approve check/claims/payroll 9932--9944 PR Liabilities, and wire transfers, carried unanimously.

**COMMENTS FROM VISITORS:**

Charlie Swenson – here to hear hauling bid opening.

Jim Lund – here to hear hauling bid opening.

Mark Breneman – questioned the process for continuation of a meeting and special meetings. The board addressed his issues. No further action needed.

**OTHER REPORTS:**

**Motley Fire Department** – Quite.

**Pillager Fire Department** – One run May Township. Quite.

**Pillager Park Board** – No host has been found. Busy season at the lake. VanVickle Mowing is mowing the lawn. Park looks good.

**ROAD MAINTENANCE:** 124<sup>th</sup> Street needs some brushing, talk to land owners before work is done, maintenance crew will take care of this. Mow board has some issues, it has been fixed.

Hourly wage for Jake Sirucek – A motion by D Horn, seconded by D Donahue to raise J Sirucek pay \$2.50 per hour for grader operating, \$17.50 per hour, carried unanimously.

**OLD BUSINESS:**

**Maintenance Building Financing** – D Donahue stated he has been in further contact with Deerwood bank. They will offer a loan at 5.75 with no collateral or 4.75 with collateral. Deerwood Bank would like us to move all our accounts to their bank. No action taken. D Donahue was asked to contact Pine River Bank and see if their loan rate will match or beat Deerwood Bank.

General Contractor vs. Company Contractor – Two proposals for the new building were presented one from HyTec Contraction and one from Norson. No action taken on these proposals. The board will seek local contractor for a proposal.

**Gravel Hauling** – At the June 24 2020 meeting the board approve asking for bids to haul approximately 1700 yards of gravel on township roads. These bids will include using a tandem truck. The work must be started and completed in August 2020. The following bids were presented on July 13 2020:

JL Trucking - \$4.50 per yard hauled

Swenson Aggregate & Construction LLC - \$4.50 per yard hauled

DLL Construction \$6.80 per yard hauled

Hengel Construction \$ 8.25 per yard hauled

There were two additional bids offered. These were to purchase gravel.

Swenson Aggregate & Construction LLC - \$10.50/yard (Class 1 gravel)

Hengel Construction - \$7.00/yard (Class 5 gravel)

A motion by J Barg, seconded by D Horn to split hauling 1630 yards of gravel from May Township's gravel pile between JL Trucking and Swenson Aggregate & Construction LLC, letting the contractors decide the split, also adding an additional \$.50 per yard hauled to roads south of 210 or west of 64, carried unanimously.

The board tabled the two additional bids for future use.

**Bridgeman Cemetery Sign** – J Barg presented the costs for a larger sign at the entrance of Bridgeman Cemetery. Discussion followed. The sign will be purchased for \$90 and hung at the entrance of the cemetery.

**Election Update** – The Clerk stated there are not enough election judges. Discussion followed. No action taken. Website will be updated with a request for election judges.

**NEW BUSINESS:**

**Driveway permits** - The clerk presented two driveway permits.

Trenton Hawkinson – A motion by D Horn, seconded by J Barg to accept the Application for Access Driveway Permit from Trenton Hawkinson, and the \$150.00 permit fee; Jason Barg will inspect the project after completion, motion carried unanimously.

Darry Moon - A motion by D Horn, seconded by J Barg to accept the Application for Access Driveway Permit from Darryl Moon, and the \$150.00 permit fee; Jason Barg will inspect the project after completion, motion carried unanimously.

Darin Holmberg – D Horn will follow up with Darin Holmberg regarding his driveway permit to make sure it has been completed and is up to May Township standards.

Resolutions –

**May Township Covid 19 Pandemic Pre-preparedness Plan (Employee)** - A motion by J Barg, seconded by D Donahue to approve the May Township Resolution Covid-19 Pandemic Pre-preparedness Plan (Employee), carried unanimously.

**May Township Covid 19 Pandemic Pre-preparedness Plan (Supervisor)** - A motion by J Barg, seconded by D Donahue to approve the May Township Resolution Covid-19 Pandemic Pre-preparedness Plan (Supervisor), carried unanimously.

**May Township Designation of Optional Holiday Days as Not Holidays** – A motion by J Barg, seconded by D Donahue to approve the May Township Resolution Designation of Optional Holidays Days as Not Holidays, carried unanimously.

**Application Bridgeman Cemetery Burial Site** – The board reviewed the application Bridgeman Cemetery Burial Site one more time. No more action needed.

**Minnesota Association of Township Clerk/Treasurer Virtual Meeting Schedule** – B Wyffels presented an email from the Minnesota Association of Townships with their Clerk/Treasurer virtual training schedule. A motion by D Horn, seconded by D Donahue to approve the registration fee of \$25 for the clerk and treasurer to attend the MAT Clerk/Treasurer virtual training, carried unanimously.

**Leaf River Ag** – No annual meeting.

**Cass County Association Meeting** - The October 2020 Cass County Association meeting has been scheduled for October 1 2020. This meeting will be via teleconferencing. No action needed.

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

Respectfully submitted,

Jason Barg  
Chairman

Bianca Wyffels  
Bianca Wyffels, Clerk

**MAY TOWNSHIP MINUTES**

**5834 112<sup>th</sup> Street**

**Pillager, MN 56473**

**July 27 2020**

Elected Members Present: Supervisors – Jason Barg, Dan Donahue

Members Absent: David Horn

Clerk – Bianca Wyffels Treasurer – Bridgette Brown

Employees Present: Dave Hildahl

Others Present: Mark Breneman, Jennifer and Don Salvaag, Chad Converse, Jim Ackerson

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.

**PAY BILLS:** The clerk presented **four** disbursement claims. The board reviewed. A motion by J Barg, seconded by D Donahue to approve check/claims 9945--9948, carried unanimously.

**COMMENTS FROM VISITORS:**

Jennifer and Don Salvaag – 61<sup>st</sup> Avenue to rail road, needs to be graveled. They asked the process to black top this section of road. The board reviewed this request and tabled for spring road review.

Chad Converse – 1. Election questions, 2. Extra gravel questions, 3. Reminded the board they will need quotes if the maintenance building costs are more than \$175,000.

Mark Breneman – No issues.

Jim Ackerson – No issues.

**Driveway Permits** – A motion by D Donahue, seconded by J Barg to return the driveway permit monies from the following as the driveways have been inspected and approved, Trenton Hawkinson, Daryl Moon, Darin Holmberg, carried unanimously.

**Brushing/Spraying** – A motion by J Barg, seconded by D Donahue to hire Dave Hildahl to brush and spray May Township roads, carried unanimously.

**Maintenance Building** – Kevin's Electric sent a proposal for the electrical for the maintenance building. Board reviewed no action taken. J Barg stated we are waiting for more information on a couple of general contractors. A building permit has been requested.

**Maintenance Building Loan** – D Donahue stated he has been in contact with Pine River Bank. They are willing to loan May Township monies for the maintenance building. We will need a lawyer to draw up some papers. The board agreed to table this until the August 2020 meeting.

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

Respectfully submitted,

Jason Barg

Chairman, Jason Barg

Bianca Wyffels

Bianca Wyffels, Clerk

**MAY TOWNSHIP MINUTES**  
**5834 112<sup>th</sup> Street**  
**Pillager, MN 56473**  
**August 10 2020**

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn  
Clerk – Bianca Wyffels Treasurer – Bridgette Brown  
Employees Present: Dave Hildahl, Bill Wyffels, Jake Sirucek  
Employees Absent: None  
Others Present: Chad Converse, Tom and Kathy Bisek, Mark Breneman

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 7:02 p.m.

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

**CONSENT AGENDA:** A motion by D Horn, seconded by D Donahue to approve the consent agenda, including the agenda, Clerk's report: July 13 and 27 2020, the following was added to the agenda: Pine River Bank, Cemetery, gravel 100<sup>th</sup> Street, handicapped ramp extension, carried unanimously.

**TREASURER'S REPORT:** August Treasurer's report– A motion by D Horn, seconded by D Donahue to approve the August 2020 treasurers report as presented subject to audit, carried unanimously.

\$ 112271.76 June 2020 beginning balance checking, savings, grader savings (all accounts)  
\$ 46692.42 July 2020 Receipts  
\$ 42813.75 July 2020 disbursements  
\$ 116150.43 July 2020 ending balance **all accounts**  
\$ 20396.26 **Checking** balance  
\$ 59763.90 **General savings** balance  
\$ 35990.27 **Grader savings** balance

**PAY BILLS:** The clerk presented payroll and disbursement claims. The board reviewed. A motion by D Horn, seconded by D Donahue to approve check/claims/payroll 9945-9974 PR Liabilities, and wire transfers, carried unanimously.

**COMMENTS FROM VISITORS:**

Chad Converse – 1. Gravel, 2. Election update. Both will be addressed during the meeting.

Tom and Kathy Bisek – 1. Just moved to area, curious about the meeting.

Mark Breneman – 1. Maintenance building pad needs to be part of overall building costs. The board agreed all expenses will be recorded under the same fund (program code).

**OTHER REPORTS:**

**Motley Fire Department** – June one run in May Township.

**Pillager Fire Department** – Not able to get to meeting.

**Pillager Park Board** – There was a short meeting, dock has been updated with additional spindles for safety.

**ROAD MAINTENANCE: 108th Street** – done and seeded. 124<sup>th</sup> Street, 61<sup>st</sup> Avenue, and Red River trail need to be graded once a week unless to dry.

**Spraying** – The board agreed to start spraying roads as soon as possible.

**Gravel Hauling** – The board asked Dave Hildahl to contact Charlie Swenson and Jim Lund and set up a schedule to have gravel hauled on the previously approved roads. This should be started on August 24 2020.

#### **OLD BUSINESS:**

**Maintenance Building Financing** – D Donahue stated he has been in contact with Pine River Bank. Discussion was held on the advantages of using Pine River Bank verses another bank or applying for a federal loan. A motion by D Horn, seconded by J Barg to approve applying for a loan with the Pine River Bank for the new maintenance building, carried unanimously.

**Maintenance Building** – VanVickle Masonry LLC presented a quote for the new maintenance building. The board reviewed. After discussion the board agreed the total project is going to be over \$175000. More information is needed on the process for bidding a project over \$175000.

**Maintenance Building Specs** – The board reviewed all the information they have received to date regarding the maintenance building. Then they discussed the maintenance building specifications.

**Legal Fees** – D Donahue presented a Representation Agreement between May Township and Borden, Steinbauer, Krueger & Knutson. This agreement is to have the legal papers drawn up to engage in a loan with Pine River State Bank for the new maintenance building. Attorney fees: \$215 per hour, Paralegal or Legal Assistant fees: \$100 per hour. A motion by D Donahue, seconded by J Barg to enter into an agreement between May Township and Borden, Steinbauer, Krueger & Knutson (lawyers) for the purpose of drawing the legal papers necessary to bond for the new maintenance building, carried unanimously.

**Bridgeman Cemetery** – D Horn stated he has been in contact with Gordon Martin regarding Bridgeman Cemetery. He has expressed interest in resigning as Cemetery Supervisor. No action taken.

**Election Update** – The Clerk stated we have purchased shields for the election judge stations, hand sanitizer, etc. for the election on August 11 2020. These costs will be sent to Cass County for reimbursement.

#### **NEW BUSINESS:**

**Gravel** - A motion by D Horn, seconded by J Barg to approve crushing a 1000 yards of gravel at a cost of \$3.50 per yard from Hoffman Gravel and an additional \$0.90 for county pit run, carried unanimously.

**Handicapped Ramp** - A motion by D Horn, seconded by J Barg to extend the handicapped ramp with stairs going off the north side, carried unanimously.

**CARSS ACT Monies** – The clerk stated there are monies we can use to purchase election supplies related to COVID 19 and monies we can use to purchase IT equipment for the township related to COVID 19. D Donahue will work with B Wyffels to access this funding.

**100<sup>th</sup> Street** A motion by D Horn, seconded by J Barg to approve 3 inches gravel on 100<sup>th</sup> Street (4E), carried unanimously.

**CONTINUATION MEETING** – At 9:00 p.m. a motion by D Horn, seconded by D Donahue to continue the meeting on August 17 2020 at 8:00 a.m., to review and finalize the building specifications, carried unanimously.

**CALLED TO ORDER:** The meeting was called to order at 8:00 a.m. Dave Horn and Dan Donahue were present at 8:00 a.m. Jason Barg was present through speaker phone. Clerk: Bianca Wyffels. Pledge of Allegiance was recited.

D Horn and D Donahue separated the quotes received by independently identifiable parts as per page 6 MAT document C4000. The board agreed to act as their own general contractor for this project, to save costs. They created a spreadsheet with a breakdown of costs per identifiable part.

**Bridgeman Cemetery** – D Horn and D Donahue held a discussion on Bridgeman Cemetery. D Donahue made a motion, seconded by D Horn to survey Bridgeman Cemetery, develop a new map, and stake the corners, using Jim Kramer, carried unanimously.

**CONTINUATION MEETING** – At 9:00 a.m. a motion was made by D Horn, seconded by D Donahue to continue this meeting until 5:00 p.m. August 17 2020 in order for Jason Barg to be present, carried unanimously.

**CALL TO ORDER:** J Barg called the meeting to order at 5:00 p.m. Supervisors present: D Horn, D Donahue, J Barg. Clerk: Bianca Wyffels.

D Donahue presented a spreadsheet of all quotes received. The spreadsheet is broken down by the following components: building, electrical, plumbing and heating, concrete, legal and site preparation. D Donahue stated he has been in contact with PRSB (Pine River State Bank) and our legal counsel. Paperwork is in process for a May Township bond for the maintenance building. No issues at this time.

Discussion followed on the process the board would like to use to proceed with the maintenance building project. The board reviewed all quote, by above stated categories and choose the three lowest quotes for the construction. A motion by D Horn, seconded by D Donahue to invite VanVickle Masonry, Kevin's Electric and Sportsman's Plumbing to attend the August 24 2020 meeting, for the purpose of contracting work for our new maintenance building, carried unanimously.

**ADJOURNMENT:** A motion by D Horn, seconded by D Donahue to adjourn the meeting at 6:20 p.m. carried unanimously.

Respectfully Submitted,

Jason Barg  
Chairman

Bianca Wyffels  
Bianca Wyffels, Clerk

**MAY TOWNSHIP MINUTES**  
**5834 112<sup>th</sup> Street**  
**Pillager, MN 56473**  
**August 24 2020**

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn  
Members Absent: None Clerk – Bianca Wyffels Employees Present: Dave Hildahl, Bill Wyffels  
Others Present: Kevin from Kevin's Electric, Clayton from Sportsman Plumbing and Heating, Travis from VanVickle Masonry.

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.

**COMMENTS FROM VISITORS:**

All visitors present were here for a discussion on the maintenance building.

**Election Judges** – A motion by D Horn, seconded by J Barg to hire Stephanie Burns and John Benson as election judges for the general election November 3 2020, carried unanimously.

**Gravel Hauling** – D Hildahl stated Swenson Ag has finished his share of the gravel hauling. JL Trucking will start hauling on August 26 2020. Need to look for a new gravel pit, present gravel has too much sand in it.

**Brushing/Spraying** – A motion by D Horn, seconded by D Donahue to hire Dave Hildahl to spray May Township roads (the board requested a list of road to be sprayed), carried unanimously.

**Maintenance Building – Sand** – A motion by D Donahue, seconded by D Horn to add 40 yards of sand to the "pad" of the maintenance building, carried unanimously.

The board again reviewed the quotes from Sportsman Plumbing and Heating, Kevin's Electric and VanVickle Masonry.

A motion by D Donahue, seconded by J Barg to hire Sportsman Plumbing and Heating to complete the plumbing and heating in the maintenance building, \$22,237, carried unanimously.

A motion by D Horn, seconded by D Donahue to hire Kevin's Electric to complete the electrical in the maintenance building, \$9,130, carried unanimously.

Because the costs of wood are changing at an accelerated rate, VanVickle Masonry was asked to verify his quote on the building materials. The board has agreed to use VanVickle Masonry for the building portion of the project and will review his quote at the September 14<sup>th</sup> regular meeting. The board has also agreed to use VanVickle Masonry for the concrete work and will approve at the September 14<sup>th</sup> regular meeting.

**ADJOURNMENT:** A motion by D Horn, seconded by D Donahue to adjourn the meeting at 8:30 p.m., carried unanimously.

Respectfully submitted,

Jason Barg Bianca Wyffels



**MAY TOWNSHIP MINUTES**  
**5834 112<sup>th</sup> Street**  
**Pillager, MN 56473**  
**September 14 2020**

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn  
Clerk – Bianca Wyffels  
Treasurer – Bridgette Brown  
Employees Present: Dave Hildahl  
Employees Absent: Bill Wyffels, Jake Sirucek  
Others Present: Chad Converse, Mark Breneman, John Benson

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 7:04 p.m.

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

**CONSENT AGENDA:** A motion by D Donahue, seconded by D Horn to approve the consent agenda, including the agenda, Clerk's report: August 10 and 24 2020, carried unanimously.

**TREASURER'S REPORT:** **September** Treasurer's report– A motion by D Horn, seconded by D Donahue to approve the September 2020 treasurers report as presented subject to audit, carried unanimously.

\$ 116150.43 July 2020 beginning balance checking, savings, grader savings (all accounts)

\$ 751.65 August 2020 Receipts

\$ 9951.68 August 2020 disbursements

\$ 106950.40 August 2020 ending balance **all accounts**

\$ 10445.23 **Checking** balance

\$ 60511.84 **General savings** balance

\$ 35993.33 **Grader savings** balance

**PAY BILLS:** The clerk presented payroll and disbursement claims. The board reviewed. A motion by D Horn, seconded by D Donahue to approve check/claims/payroll 9975-10012 PR Liabilities, and wire transfers, carried unanimously.

**COMMENTS FROM VISITORS:**

Chad Converse – Would like to ask questions during the maintenance building discussion. Board agreed.

Mark Breneman – Would like to ask questions during the maintenance building discussion. Board agreed.

John Benson – Introduced himself, he will be an election judge in November. B Wyffels explained we do not have enough judges in our township and she had requested help from judges outside of May Township.

**OTHER REPORTS:**

**Motley Fire Department** – One medical call in May Township.

**Pillager Fire Department** – Monthly meeting had been changed to same time as this meeting, D Donahue was unable to attend.

**Pillager Park Board** – Year went well even without a park host, will take dock out soon.

**ROAD MAINTENANCE:** Grading has slowed down as grader operators have been busy with haying, chopping, etc. They were asked to continue to grade 124<sup>th</sup>, 61<sup>st</sup>, and Red River Trail once a week.

**Spraying** – Spraying has been completed.

**Gravel Hauling** – Gravel has been completed and invoices have been received for payment.

**OLD BUSINESS:**

**Maintenance Building Financing** – D Donahue presented loan documents from Pine River State Bank. Interest rate is 2.5%, 10 year loan, payments \$12532.29, \$220,000.00, loan to be let on October 1 2020, first payment will be due on July 1 2021. Discussion followed. A motion by D Horn, seconded by J Barg, to approve a loan from Pine River Bank, \$220,000.00, certificate of indebtedness, to build a new maintenance building, carried unanimously.

**Maintenance Building – Contract for building** – Discussion was held on the need for an agreement with those contracted with for the new maintenance building. D Horn will review the contract presented and meet with contractors before they begin work. A motion by D Horn, seconded by D Donahue to hire VanVickle Masonry for the building of the new maintenance shop, \$121000.00, and asked that the contractor provide affidavits of payment for materials purchased, carried unanimously.

A motion by D Donahue, seconded by D Horn to hire VanVickle Masonry for the concrete portion of the new maintenance building as provided in his quote, \$38800.00, carried unanimously.

**Bridgeman Cemetery** – Some of the new fence has been completed. There are holes where the old fence was moved, they will be filled, and garbage needs to be collected. Next year the person who mows the cemetery will be asked to collect the garbage as well.

**Propane** – Beaudry sent a contract for propane for 2020-2021. The board does not want to sign a contract. However, J Barg will call and make sure we receive a summer fill before winter.

**Other items** – Consolidated (CTC) phone sent a capital credit refund check. It has been returned it was drafted to a retired clerk with her address, check was returned to CTC for correction; Les Swift has asked to have his property split into 2-20 acre parcels, no action needed; Cass County Association of Township will hold their annual meeting on October 1 via telecom.

**ADJOURNMENT:** A motion by J Barg, seconded by D Horn to adjourn the meeting at 8:05 p.m. carried unanimously.

Respectfully Submitted,

Jason Barg  
Chairman

Bianca Wyffels  
Bianca Wyffels, Clerk

**MAY TOWNSHIP MINUTES**  
**5834 112<sup>th</sup> Street**  
**Pillager, MN 56473**  
**October 12 2020**

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn  
Clerk – Bianca Wyffels  
Treasurer – Bridgette Brown  
Employees Present: Dave Hildahl  
Employees Absent: Bill Wyffels, Jake Sirucek  
Others Present: Mark Breneman, 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 AGENDA:** A motion by D Horn, seconded by D Donahue to approve the agenda with the addition of election, carried unanimously.

**CLERKS REPORT:** A motion by D Horn, seconded by D Donahue to approve the September Minutes as presented, carried unanimously.

**TREASURER'S REPORT:** September Treasurer's report– A motion by D Horn, seconded by D Donahue to approve the October 2020 treasurers report as presented subject to audit, carried unanimously.

\$ 106950.40	August 2020 beginning balance checking, savings, grader savings (all accounts)
\$ 22082.86	September 2020 Receipts
\$ 25176.47	September 2020 disbursements
<u>\$ 103856.79</u>	September 2020 ending balance <b>all accounts</b>
\$ 15269.46	<b>Checking</b> balance
\$ 52591.04	<b>General savings</b> balance
\$ 35996.29	<b>Grader savings</b> balance

**PAY BILLS:** The clerk presented payroll and disbursement claims. The board reviewed. A motion by D Horn, seconded by D Donahue to approve check/claims/payroll 10013-10033 PR Liabilities, and wire transfers, carried unanimously.

**COMMENTS FROM VISITORS:**

Mark Breneman – No issues.

Charlie Swenson – Mr. Swenson was here to talk about his invoices for 2018 clearing for crushing and 2020 for clearing for crushing. Discussion followed. The board agreed to pay these invoices. Clerk will research who should pay for opening a new area for gravel in the future.

**OTHER REPORTS:**

**Motley Fire Department** – Four medical runs.

**Pillager Fire Department** – Four medical runs.

**Pillager Park Board** – Docks are out, tables are holding up, need new playground equipment.

**ROAD MAINTENANCE:** ATVs are tearing up the roads more than normally. Blading is going well roads are too dry, need to cut trees along road.

**OLD BUSINESS:**

**Maintenance Building Financing** – D Donahue and Bianca Wyffels stated the papers we have been working on for the maintenance building loan have had to be changed. We have to approve a new resolution, repost, and have the county auditor resign. A motion by D Donahue, seconded by D Horn to rescind resolution 2020.09-14, carried unanimously. A motion by D Donahue, seconded by D Horn to approve resolution 2020.10-12, Certificate of Indebtedness, carried unanimously.

**NEW BUSINESS:** Time/Mileage – A motion by D Horn, seconded by J Barg to approve paying time and mileage for work on the maintenance building loan papers, carried unanimously.

**Poling Place Resolution** – A motion by D Horn, seconded by D Donahue to approve May Township Resolution, Township Poling Place 2021, carried unanimously.

**COVID 19 Funding** – May Township has received \$22075 for COVID 19 funding. These monies must be used by November 15 2020. The board discussed possible needs of the township for these funds. Air filtration system, cleaning supplies, computers for zoom meetings, etc. were discussed. The Clerk will check on the uses of these funds and contact board members before the next meeting.

**Election Judge Wage** – A motion by D Horn, seconded by D Donahue to pay the election judges for the November 3 2020 election \$20 per hour using the COVID 19 monies for the extra \$5 per hour, carried unanimously.

**November 2 2020** – A motion by, D Horn seconded by J Barg, to pay the election judges and the clerk to set the township hall up for the November 3 2020 election on November 2, 2020, carried unanimously.

**November 16 2020 Board of Canvas** – A motion by D Horn, seconded by D Donahue to set the November 3 2020 election canvassing date as: November 16 2020 at 8:00 a.m. May Township Hall, carried unanimously.

**ADJOURNMENT:** A motion by J Barg, seconded by D Horn to adjourn the meeting at 8:25 p.m. carried unanimously.

Respectfully Submitted,

Jason Barg  
Chairman

Bianca Wyffels  
Bianca Wyffels, Clerk

## MAY TOWNSHIP MINUTES

5834 112<sup>th</sup> Street

Pillager, MN 56473

November 9 2020

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

Clerk – Bianca Wyffels

Treasurer – Bridgette Brown

Employees Present: Dave Hildahl Bill Wyffels,

Employees Absent: Jake Sirucek

Others Present: Mark Breneman

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 AGENDA:** A motion by D Horn, seconded by D Donahue to approve the agenda with the addition of road signs, beavers, carried unanimously.

**CLERKS REPORT:** A motion by D Horn, seconded by D Donahue to approve the October 12 2020 Minutes as presented, carried unanimously.

**TREASURER'S REPORT:** September Treasurer's report– A motion by D Donahue, seconded by D Horn to approve the November 2020 treasurers report as presented subject to audit, carried unanimously.

\$ 103856.79	September 2020 beginning balance checking, savings, grader savings (all accounts)
\$ 5966.89	October 2020 Receipts
\$ -9929.42	October 2020 disbursements
<u>\$ 99894.26</u>	October 2020 ending balance <b>all accounts</b>
\$ 5417.23	<b>Checking</b> balance
\$ 58477.68	<b>General savings</b> balance
\$ 35999.35	<b>Grader savings</b> balance

**PAY BILLS:** The clerk presented payroll and disbursement claims. The board reviewed. A motion by D Donahue, seconded by D Horn to approve check/claims/payroll 10034-10069 PR Liabilities, and wire transfers, carried unanimously.

### COMMENTS FROM VISITORS:

Mark Breneman – No issues.

### OTHER REPORTS:

**Motley Fire Department** – Two medical runs.

**Pillager Fire Department** – Zero medical runs.

**Pillager Park Board** – Park is closed.

**ROAD MAINTENANCE:** Snowed was plowed on October 24 2020. Shari Holmes asked to have her road graded. 57<sup>th</sup> Avenue sign is missing, beaver needs to be trapped on 46S – trapper has been called, all road signs need to be checked some are missing, maintenance employees will check signs, find if they can, or repair. A motion by J Barg, seconded by D Donahue to fix, repair or purchase, new signs for the township roads, carried unanimously.

Per last month's minutes, the clerk was instructed to call Cass County to see who pays for opening a gravel pit. She stated she had contacted persons at Cass County. It was indicated that gravel pit opening is part of cost of putting up the gravel.

#### **OLD BUSINESS:**

**Maintenance Building Financing** – D Donahue and Bianca Wyffels stated the resolution of indebtedness needs to be reposted. The first resolution posted did not include an amortization schedule, the second resolution posted did have an amortization schedule but it was not prepared by the bank. The resolution presented tonight has an amortization schedule prepared by Pine River State Bank and approved by the banks lawyer. This resolution will be posted on November 18 2020 in the Staples Paper. Jason Barg, Bianca Wyffels, and Bridgette Brown will meet at the Pine River Bank, 8:00 a.m. December 9 2020 to complete the transfer of \$220,000.00 into May Township savings account for the purpose of building a 60x80 maintenance building/shop. A motion by D Horn, seconded by D Donahue to rescind resolution 2020-10.12, carried unanimously. A motion by D Horn, seconded by D Donahue to approve resolution 2020-11.09, Certificate of Indebtedness, carried unanimously.

Other discussion: In-floor heat, possibility of a rough-in a door north side of building, material costs for the rafters have increased, other miscellaneous building discussion was held.

**CARES ACT FUNDING:** B Wyffels presented a resolution #2020-11.10 Resolution Expanding Coronavirus Aid, Relief, and Economic Security. May Township supervisors have used the CARES act monies for the following items:

1. Supervisor computers to hold zoom meetings.
2. TV Screens to project zoom meetings from MAT and other external agencies.
3. UV Sanitation lights. Sanitizing work spaces and meeting spaces at township hall.
4. Hazard pay for election judge - \$5 per hour increase.
5. Stairs – additional stairs added to ramp to increase 6 foot separation.

A motion by D Horn, seconded by D Donahue to approve resolution 2020-11.10 Resolution Expanding Coronavirus Aid, Relief, and Economic Security, carried unanimously.

May Township did not spend all funds received through the CARES Act fund. The board reviewed their options for the remaining \$16500.44. A motion by D Horn, seconded by D Donahue to send the remaining COVID 19 CARES Act funds to Cass County, check #10038, \$16500.44, carried unanimously.

**NEW BUSINESS:** Annual MAT meeting – The annual MAT meeting will be held on line this year. J Barg will attend the November 21 2020 meeting.

Email's for Supervisors – Discussion was held on creating May Township emails for the board of supervisors. It was decided to allow the clerk to create emails for the supervisors that will connect to the new web site. Each email will be as such: Supervisor1@maytwp.com, Supervisor2@maytwp.com, Supervisor3@maytwp.com.

**ADJOURNMENT:** A motion by J Barg, seconded by D Horn to adjourn the meeting at 8:15 p.m. carried unanimously.

Respectfully Submitted,

Jason Barg  
Chairman

Bianca Wyffels  
Bianca Wyffels, Clerk

**BOARD OF CANVASSING  
MAY TOWNSHIP MINUTES  
5834 112<sup>th</sup> Street  
Pillager, MN 56473  
November 16 2020**

Elected Members Present: Supervisors – Jason Barg, Dan Donahue, David Horn  
Clerk – Bianca Wyffels  
Others Present: Mark Breneman

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 8:00 a.m.

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

**BOARD OF CANVASING:** At 8:00 a.m. Jason Barg called the meeting to order. The Clerk, Bianca Wyffels, presented the Abstract of Votes Cast in the Precincts of May Township State of Minnesota at the State General Election Held Tuesday, November 3 2020 which was compiled by Cass County Auditor Office as compiled from the official returns.

Supervisor Seat 1 – Chad Converse – term January 1 2021 – December 31 2024

Supervisor Seat 3 – Mark Breneman – term January 1 2021 – December 31 2022 (elected two year term)

Clerk – Bianca Wyffels – term January 1 2021 – December 31 2024

**ADJOURNMENT:** A motion by D Horn seconded by D Donahue to adjourn the meeting at 8:35 a.m. carried unanimously.

Respectfully Submitted,

Jason Barg  
Chairman

Bianca Wyffels  
Bianca Wyffels, Clerk



**MAY TOWNSHIP MINUTES**  
**5834 112<sup>th</sup> Street**  
**Pillager, MN 56473**  
**December 14 2020**

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

Clerk – Bianca Wyffels

Treasurer – Bridgette Brown

Employees Present: Dave Hildahl, Dale Fleischacker

Employees Absent: Jake Sirucek, Bill Wyffels

Others Present: Mark Breneman, Chad Converse, Scott Anderson from Anderson Brothers Construction Company

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 7:03 p.m.

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

**APPROVE AGENDA:** A motion by D Horn, seconded by D Donahue to approve the agenda with the addition of resignations, carried unanimously.

**CLERKS REPORT:** A motion by D Donahue, seconded by D Horn to approve the November 9 2020 Minutes as presented, carried unanimously.

A motion by D Horn, seconded by D Donahue to approve the 2020 Canvassing Board minutes as presented, carried unanimously.

Supervisor 1 – Chad Converse 4 year term January 1 2021 – December 31 2024

Supervisor 3 – Mark Breneman 2 year term complete appointed position of Alex Martin/Dan Donahue – January 1 2021 – December 31 2022

Clerk – Bianca Wyffels 4 year term January 1 2021 – December 31 2024

**TREASURER'S REPORT:** Treasurer's report – A motion by D Horn, seconded by D Donahue to approve the December 2020 treasurers report as presented subject to audit, carried unanimously.

\$ 99894.26 October 2020 beginning balance checking, savings, grader savings (all accounts)

\$ 630.50 November 2020 Receipts

\$ -27073.37 November 2020 disbursements

\$ 73451.39 November 2020 ending balance **all accounts**

\$ 28344.62 **Checking** balance

\$ 9104.46 **General savings** balance

\$ 36002.31 **Grader savings** balance

**PAY BILLS:** The clerk presented payroll and disbursement claims. The board reviewed. A motion by J Barg, seconded by D Donahue to approve check/claims/payroll 10070-10097 PR Liabilities, and wire transfers, carried unanimously.

**MAINTENANCE PETTY CASH:** The maintenance petty cash account has not been used in several months. The township has accounts in most areas which we used the petty cash account for. Therefore, the board agreed to end this account. D Horn presented \$200 cash for the petty cash account which he has been holding and maintaining for the township board. A motion by D Horn, seconded by D Donahue to close the maintenance petty cash account, carried unanimously.

**COMMENTS FROM VISITORS:**

Mark Breneman – No issues. Road review can be done anytime and suggested the new board review winters roads in January 2021.

Chad Converse – No issues.

**OTHER REPORTS:**

**Motley Fire Department** – One medical run.

**Pillager Fire Department** – \$20000 CARES grant funding was received, no runs in May Township.

**Pillager Park Board** – Quite.

**ROAD MAINTENANCE: Grader** - The new grader is over-heating and needs to be checked. A motion by J Barg, seconded by D Horn to allow D Hildahl to make a service call to RDO, approve Jason Barg to make necessary repairs, and purchase a service manual for the grader, carried unanimously.

**Brushing** – A motion by D Horn, seconded by J Barg to approve D Hildahl brushing the following roads, carried unanimously.

104<sup>th</sup> Street (8E)

53<sup>rd</sup> Avenue (52N)

Corner of (56N)

**Beaver** – D Horn stated one beaver has been caught and stated he has spoken with other land owners to have more beavers removed.

**Oak Tree** – A motion by D Horn, seconded by D Donahue to give away the oak tree(s) that have been cut down for the new maintenance building, carried unanimously.

**OLD BUSINESS:**

**Maintenance Building Financing** – D Donahue and Bianca Wyffels stated the resolution of indebtedness has been posted and approved by the bank. The loan from Pine River Bank was completed by Bianca Wyffels, Clerk and Jason Barg, Chairman on December 9 2020. \$220,000.00 was deposited by check #155472 into May Township general savings account on December 9 2020.

Other discussion: The overhead doors will have windows, they will be hung in the Spring if we have them hung now it will cost an extra \$800; electrician has had some supplies delivered – T VanVickle will contact Kevins Electric regarding his plans for installing the electrical into the building; T VanVickle stated he will be putting hay

on the floor of the building and around the edges to staunch freezing to deep – cost is not extra to the building project; plumbing will wait for Spring thaw as well; flood lights are needed over the doors.

**NEW BUSINESS: Taring Roads** – D Horn presented a letter asking the new board to consider taring 9 miles of road in May Township. D Horn also invited a representative from Anderson Brothers Construction Company to the meeting to discuss costs, road maintenance, and road preparation, etc. Discussion followed on bonding, road, number of residents, etc. The board agreed this will be a discussion on the annual meeting in March 2021.

A motion by D Horn, seconded by J Barg to add this letter to the website along with an invite to the annual meeting in March 2021, carried unanimously.

**Cleaning** – D Horn stated the present cleaning staff have resigned. Discussion followed. The new board will review this at the reorganization meeting in January 2021.

**Treasurer** – B Brown presented a letter of resignation. The board accepted B Brown's resignation as treasurer and thanked her for her many years of service to the township. A motion by D Horn, seconded by D Donahue to approve the resignation of Bridgette Brown with regret, carried unanimously.

**January 2021 meeting dates** – A motion by J Barg, seconded by D Horn to set the January board meetings as: January 4 2021 re-organization 7:00 p.m. May Township Hall, January 11 2021 regular meeting 7:00 p.m. May Township Hall, carried unanimously.

**ADJOURNMENT:** A motion by J Barg, seconded by D Donahue to adjourn the meeting at 8:46 p.m. carried unanimously.

Respectfully Submitted,

Jason Barg  
Chairman

Bianca Wyffels  
Bianca Wyffels, Clerk