

May Township Minutes
5834 112th Street
Pillager, MN 56473
March 11 2024

Elected Members Present: Supervisors - Jason Barg, Mark Breneman, Chad Converse

Elected Members Absent: None

Treasurer – absent

Clerk – Bianca Wyffels

Employees Present: Dave Johnson (road maintenance)

Employees Absent: Glenn Moon (road maintenance)

Others Present: Cal Disterhaupt

INVOICE REVIEW PRIOR TO MEETING – The board members are encouraged to come to the township hall 15 minutes prior to the regular meeting to review invoices. The clerk and treasure were present for questions.

CALL TO ORDER: J Barg called the meeting to order at 7:10 p.m.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was recited.

APPROVE AGENDA: A motion by C Converse, seconded by M Breneman to approve the agenda with the addition of chloride, yield sign, road weight sign, employee work hours, carried unanimously.

MEETING MINUTES: A motion by C Converse, seconded by M Breneman to approve February 12 2024 meeting minutes, carried unanimously.

TREASURER’S REPORT: Treasurer’s report– A motion by C Converse, seconded by J Barg to approve the March 2024 treasurers report (February 2024 data) as presented subject to audit, carried unanimously.

\$ 37319.16 **General** Checking balance

\$ 87108.15 **General Saving** balance

\$ 42300.76 **Grader Saving** balance

\$ 22034.74 **Paving Maintenance account** balance (124th Street money from special assessment)

\$ 188762.81 **Total Funds**

PAY BILLS: The clerk presented payroll and disbursement claims. The board reviewed. A motion J Barg, seconded by C Converse to approve PR Liabilities, wire transfers, check/claims/payroll, carried by unanimously.

OTHER REPORTS:

PARK BOARD: Closed up for the winter.

PILLAGER FIRE DEPARTMENT: One run February in May Township, wall is fixed on fire station, new fire hall near Gull Lake Dam planned for 2025-2026, new fire truck will be here in June, there have been some grass fires.

MOTLEY FIRE DEPARTMENT: No call in January or February in May Township.

COMMENTS FROM VISITORS: Cal Disterhaupt has no issues to discuss.

ROAD MAINTENANCE:

Becker Township – Becker Township has paid their portion of the road maintenance on 71st Street, \$4206.64.

124th Street – A motion by C Converse, seconded by J Barg to purchase a “yield” sign and a “5 Ton” road restriction sign, carried unanimously. J Barg will purchase the signs.

100th Street Culvert (Bridge) Replacement – C Converse presented the Confirmation of Request for Engineering Services from Widseth, Smith, Nolting and Associates, Inc. The project: complete box culvert plans for the replacement of existing 2- lines of 66” CMP culverts over Mosquito Creek. The cost of this report was \$7500. The board went on to review the project, discuss the cost of continuing the engineering study, and any other options for replacing the culvert (bridge) on 100th Street near Mosquito Creek. The presented engineering costs from Widseth - \$24,305 to continue. It was noted we need the engineers Hydraulic Analysis Summary in order to apply to the State of Minnesota for grants.

A motion by C Converse, seconded by M Breneman to approve the contract with Widseth at a cost of \$24,305 to engineer the box culvert replacement over Mosquito Creek, carried unanimously.

Brushing and Rock Removal –

Cal Disterhaupt was hired to complete the following brushing & rock removal total cost: \$7545.00:

53 rd Avenue SW (50N)	51 st Avenue SW (53S)	65 th Avenue SW (43N, 42S, 41S) - rocks
116 th Street SW (17E)	65 th Avenue SW (43N)	65 th Avenue SW 43N)
124 th Street SW (28E)	65 th Avenue SW (41S)	Otter Run SW (42S)

Culvert Order – C Converse stated we need to order culverts for the summer. Discussion was held on the approximate cost of the culverts and possible companies to purchase from. C Converse will order the following culverts and stay within a total cost of \$12,000.

- 8 – 15” culverts 3 – 15” bands
- 8 – 18” culverts 3 – 18” bands

120th Street SW - Rocks – C Converse stated the rocks that have been dug out of the road, 120th Street, were not disposed of properly. They were rolled into the ditch. This is an issue. The board discussed having D Johnso (maintenance) and C Disterhaupt remove the rocks from the ditch. And to make sure any other rocks removed from the township roads are disposed of and not left in the ditch.

Road Review – A motion by C Converse, seconded by J Barg to set the 2024 Spring Road Review date, April 6 2024, 9:00 a.m. leaving from the township hall, motion carried unanimously.

Chloride - The Clerk presented a letter from Cass County stating they will be entering into a contract with Tri-Mark (Edwards Oil) for multiple gallons of chloride. They have negotiated a cost of a unit price of \$1.399/gallon. This is up from 2023’s price of \$1.00/gallon. The cost of chloride for one mile of road in 2024 is: \$3694 (18-foot width at a typical application rate of 0.25 gal/sq. yd). The county has provided information to the township to contract and schedule chloride application it self. J Barg will contact Tri-Mark . The board agreed to chloride the following roads. The approximate cost: \$27,000.

- Red River Trail (36E)
- 71st (37S and 38S) (contact Becker to see if they will pay their portion of the cost as this is a shared road)
- 53rd Street (48S)
- 132nd Street (34E)
- 65th Street (41S and 42S)

61st Street (45S)
57th Avenue (48S)

Gravel – C Converse presented a list of roads graveled in 2023. He stated we have graveled a total of 4.25 miles of road. The cost of graveled roads in 2023 was: \$15800 per mile. The board spent \$67300 on graveled roads.

OLD BUSINESS: None

NEW BUSINESS: Work Comp Audit – The clerk presented the last three years payroll for the boards review. No action needed.

Timesheets – M Breneman asked the board to review the employee timesheet process. Discussion followed. Both the treasurer and maintenance (grader operator) are employed by May Township and are paid based on a timesheet submission. J Barg will talk to the employees and ask them to be more descriptive when filling out their timesheets.

Donation Requests - The Clerk presented multiple donation requests. No action was taken.

Annual Meeting Booklet – The Clerk presented the annual meeting booklet. The board reviewed no changes were made.

Future Meetings –

Assessment Meeting: April 1 2024 Noon

Annual Meeting: March 12 2024 7:00 p.m.

ADJOURNMENT: A motion by J Barg, seconded by C Converse to adjourn the meeting at 8:30 p.m., carried unanimously.

Respectfully Submitted,

Jason Barg _____

Bianca Wyffels