

May Township Minutes
5834 112th Street
Pillager, MN 56473
April 8 2024

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

Elected Members Absent: None

Treasurer – Elizabeth Ausland

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 7:00 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 PNP costs, culverts, carried unanimously.

MEETING MINUTES: A motion by C Converse, seconded by M Breneman to approve March 11 2024 meeting minutes, carried unanimously.

A motion by J Barg, seconded by M Breneman to approve the April 1 2024 Assessment Meeting minutes, carried unanimously.

The annual meeting minutes were presented for review. No action was taken.

TREASURER’S REPORT: Treasurer’s Duties – B Ausland presented an updated Treasurer’s Duties listing. Discussion followed. No action was taken.

B Ausland presented an updated budget to the board. Discussion followed. Changes were requested, an updated budget will be presented at the next meeting.

B Ausland has invoiced Fairview Township for winter snowplowing and maintenance on 45th Street.

Treasurer’s report– A motion by C Converse, seconded by M Breneman to approve the **April 2024** treasurers report (March 2024 data) as presented subject to audit, carried unanimously.

\$	7846.52	General	Checking balance
\$	81924.22	General Saving	balance
\$	59024.27	Grader Saving	balance
\$	22046.90	Paving Maintenance account	balance (124 th Street money from special assessment)
\$	170841.91	Total Funds	

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

OTHER REPORTS:

PARK BOARD: Closed up for the winter.

PILLAGER FIRE DEPARTMENT: One call in May Township. Working on Fireman’s Ball.

MOTLEY FIRE DEPARTMENT: One fire, one vehicle and one grass fire in May Township.

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

ROAD MAINTENANCE:

100th Street Culvert (Bridge) Replacement – C Converse updated the board. No action needed.

Road Review – On April 6 2024 the board convened at the May Township Hall to carry out the Spring Road Review. The board reviewed the minutes taken during the road review by Mark Breneman. After discussion the following motion was made. A motion by J Barg, seconded by M Breneman to approve the April 6 2024 Road Review Minutes as presented, carried unanimously. (See attached.)

Quote for Gravel – C Converse presented a “form for bids or quotes” requesting quotes on 10,000 cubic yards of crushed gravel. (See attached.) A motion by C Converse, seconded by M Breneman to approve the “form for bids or quotes” for 10,000 cubic yards of crushed gravel and to mail it to the following: TNT Construction, Wm D. Scepaniak Inc., Hoffman Gravel, and Ferguson Brothers, carried unanimously. Approximately \$70,000.

Graveling roads – The following roads will receive the following amounts of gravel from the gravel May Township has on hand until the gravel runs out and/or new gravel is crushed (6570 yards):

580 yards – 100 th Street (off of highway 64)	80 yards – 65 th Street	460 yards – Sarah Lane
240 yards – 110 th Street (off of highway 64)	120 yards – 124 th Street	460 yards – Debra Lane
300 yards – 112 th Street (off of highway 64)	360 yards – 108 th Street	1170 yards – 61 st Street
300 yards – 126 th Street (off of highway 64)	600 yards – 132nd Street	640 yards – Ox Trail
100 yards – Trout Lane (off of highway 64)	1160 yards – 53 rd Avenue	
Total: 1520 yards	Total: 2320 yards	Total yards: 2730 yards

Crack Sealing – Crack sealing may become necessary on 124th Street (paved section). J Barg will check with Sylvan Township to see who they use.

Tree Trimming – The board reviewed where tree trimming should occur. Cal Disterhaupt was hired to complete the tree trimming.

Culverts – C Converse stated the culverts have been delivered.

OLD BUSINESS: PNP Costs – B Wyffels presented the cost of holding the PNP Election to the board. She also stated she has sent an application for reimbursement to Cass County. The total costs for the PNP Election: \$1410.68.

Short Course – B Wyffels thanked the board for sending her to the MAT Short Course workshop in Bemidji. She attended the clerk/treasurer workshops, as well as, attending a workshop by the MAT Lawyer.

NEW BUSINESS: Employee Manual – The clerk asked the board if they would like to consider creating an employee manual for the township as they will have three employees beginning January 2025. The clerk and the treasurer are no longer elected positions but are hired as well as the maintenance worker. The board agreed to have J Barg contact Sylvan Township asking them to share their employee manual.

Local Weed Inspector – The clerk presented information from Reno Wells regarding a weed inspection presentation to be held in Walker, Minnesota. Discussion followed. A motion by C Converse, seconded by M Breneman to send J Barg to the Weed Inspection meeting on June 21 2024 from 9:00 a.m. to 11:30 p.m., in Walker Minnesota, and to pay the registration fee, mileage, and meals, carried unanimously.

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