

May Township Minutes
5834 112th Street
Pillager, MN 56473
May 12 2025

Elected Members Present: Supervisors - Jason Barg, Chad Converse, Kim Lewis (joined by zoom)

Elected Members Absent: None

Treasurer – N/A Clerk – Bianca Wyffels

Employees Present: Dave Johnson (road maintenance) Employees Absent: None

Others Present: Cal Disterhaupt, Pete Sarberg

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 treasurer are 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 K Lewis to approve the agenda but with moving agenda Item 100th Street Bridge first, carried unanimously.

COMMENTS FROM VISITORS:

100th Street Bridge – Pete Sarberg from Widseth presented a preliminary Construction Plan. He said if we use Widseth as our consultant for overseeing the construction of the bridge we would not need a “joint powers agreement” with Cass County. It is anticipated that there would not be any more engineering costs, but there would be an additional cost to have Widseth oversee the construction. He said Widseth would send their proposal for overseeing the construction for us to review at our June 9th meeting. He also explained a percent of the grant was set aside for administrative costs. He was asked about cost overruns to what the State has approved (Engineering of \$53,000 and Construction of \$245,894, Total of \$318,894). He said there is a factor of 25% allowed for overrun. The township is responsible for \$10,000 of the engineering cost and \$10,000 of the construction cost, total of \$20,000. The board also discussed the pros and cons of completing the project in 2025 vs. 2026, no action taken. K Lewis expressed appreciation for the information provided.

MEETING MINUTES: A motion by C Converse, seconded by K Lewis to approve the April 14 2025 meeting minutes as presented, carried unanimously.

TREASURER’S REPORT: Treasurer’s report– **Negative fund balance transfer** - B Wyffels asked the board to clean up one more fund balance by moving funds from general fund to maintenance building. The cash flow showed the transfers that need to be made. A motion by C Converse, seconded by K Lewis to transfer line item fund balances from the general fund to the maintenance building to bring the maintenance fund to a positive balance, carried unanimously.

The Clerk asked the board to consider a new format for the financial report. The board reviewed and agreed to try it for a couple of months. They like the cash flow; it will be presented at each meeting. She also presented a couple of extra payroll reports generated from CTAS. The board agreed these forms will be a good review for them.

Sourcewell Grant (\$2,500) – The Clerk stated she has purchased a printer with grant funds. Dave Johnson will purchase tools and a tool cart with the remaining funds.

A motion by J Barg, seconded by K Lewis to approve the **April 2025** treasurers report (March 2025 data) as presented subject to audit, carried unanimously.

\$	\$40090.45	General Checking and Savings balance (fire fund, R&B, general fund, cemetery)
\$	1013.36	Grader Saving balance
\$	24563.44	Paving Maintenance account balance (124 th Street money from special assessment)
\$	67697.87	Total Funds

PAY BILLS: The Clerk presented payroll and disbursement claims. B Wyffels presented a cash flow for the months of May1 to December which included: regular monthly bills (i.e. electrical, phone, garbage, etc.), payroll, gravel, fire departments, and grader payment. Discussion followed. A motion by J Barg, seconded by K Lewis to approve PR Liabilities, wire transfers, check/claims/payroll, carried unanimously.

COMMENTS FROM VISITORS:

See above (Widseth).

OTHER REPORTS:

PARK BOARD (PLPB): Still need a park host. DNR will put in the landing plates in the water in July. Blue Ox will mow the lawn. Pillager students will be contacted to clean the park up before Memorial day. Garbage removal will start at the end of May. Some trees may need to be removed to create more parking.

PILLAGER FIRE DEPARTMENT: There are 3 applicants for new fire fighters. If hired, the fire department will be at full capacity with fire fighters. August 9 is the Sylvan Township Outreach day. East Gull Lake is looking at a new building for the fire department, updates to come later. A new computer was purchased. Four runs in May Township, 2 – medical; and two building fires. There was a controlled burn at Hunts Point.

MOTLEY FIRE DEPARTMENT: There was no report yet.

ROAD MAINTENANCE:

49th Avenue Quote for ditching - at 7:30 p.m. the Clerk presented one bid from Cal's Excavating. It included three options: Option 1 bid: \$4000, Option 2 bid: \$4000, Option 3 bid: \$7000. The contractor started it probably would be fall before he could get to this project. Discussion followed on the need to complete this project at this time or to wait until later this fall. The board and the contractor agreed to wait until late summer or early fall to complete the projects. A motion by J Barg, seconded by C Converse to approve option 1 and 2 for \$11,000, carried unanimously.

NEW BUSINESS: Treasurer's Resignation – A motion by C Converse, seconded by K Lewis to accept Beth Ausland's resignation as May Township Treasurer and to wish her the best in her future endeavors, carried unanimously.

Combine Clerk/Treasurer Position – The Clerk asked the board to consider combining the Clerk/Treasurer Position for May Township. If agreed, the question will be placed on the November 2026 ballot. Discussion followed. The board asked if combining the position would create a need for an outside audit. The Clerk

stated the legislature has moved the threshold to \$1M before an outside audit is needed. This will no longer affect the township. The board agreed it is very difficult to fill both the clerk and treasurer positions and agreed combining the positions make the most sense for May Township. A motion by C Converse, seconded by K Lewis to submit a question to adopt “combine the clerk/treasurer position” Option D, to the electors on the November 2026 ballot, which would change the township government to allow one person to perform all accounting tasks for May Township with board supervision, carried unanimously.

Hire a temporary treasurer – Katie Eastman was asked to attend the meeting to discuss the possibility of her being our treasurer. K Eastman is also Fairview Township clerk/treasurer. K Eastman introduced herself and gave a brief background. She is willing to help out until the positions can be combined. Discussion followed. A motion by J Barg, seconded by K Lewis to hire Katie Eastman as May Township treasurer until December 31 2026, carried unanimously. The board agreed to pay K Eastman \$440 per month beginning today.

OLD BUSINESS: Lawn Mowing – Rod Veith was contacted and has agreed to mow the cemetery and the township hall lawn for \$225 combined mowing per month. A motion by C Converse, seconded by J Barg to hire Rod Veith to mow the cemetery and at the township hall for the 2025 season at \$225 per month, carried unanimously. The Clerk will call R Veith to discuss a schedule and payment plan.

Gravel – K Eastman stated Kenny LaPorte has gravel for sale. J Barg stated the township will need some “spot” gravel. He will contact the County and LaPorte to see costs for “spot” graveling in May Township.

Future meetings:

June 9 2025 next regular meeting.

June 23 2025 start of second meeting schedule for road maintenance purposes.

ADJOURNMENT: A motion by J Barg, seconded by C Converse to adjourn the meeting at 8:17 p.m., carried unanimously.

Respectfully Submitted,

Jason Barg
Chairperson

Bianca Wyffels
Clerk