



**May Township Minutes
5834 112th Street, Pillager, MN 56473**

December 8 2025

Elected Members Present: Supervisors - Jason Barg, Chad Converse, Kim Lewis

Elected Members Absent: None

Treasurer – Katie Eastman Clerk – Bianca Wyffels

Employees Present: None

Others Present: None

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 7:03 p.m.

PLEDGE OF ALLEGIANCE: Pledge of Allegiance was recited.

APPROVE AGENDA: A motion by K Lewis, seconded by C Converse to approve the agenda , carried unanimously.

MEETING MINUTES: November 10 2025 Minutes – A motion by C Converse, seconded by K Lewis to approve the November 10 2025 minutes as presented, carried unanimously.

November 19 2025 Cancelled Meeting Notice – A motion by C Converse, seconded by K Lewis to approve the November 19 2025 cancelled meeting notice as presented, carried unanimously.

November 28 2025 Minutes – A motion by C Converse, seconded by K Lewis to approve the November 28 2025 minutes as presented, carried unanimously

TREASURER'S REPORT: Treasurer's report– A motion by C Converse, seconded by K Lewis to approve the December 2025 treasures report (November 2025 data) as presented subject to audit, carried unanimously.

\$	56468.00	General Checking and Savings balance (fire fund, R&B, general fund, cemetery)
\$	1016.62	Grader Saving balance
\$	25705.53	Paving Maintenance account balance (124 th Street money from special assessment)
\$	83190.15	Total Funds

Pay Bills: The Clerk and Treasurer presented payroll and disbursement claims. B Wyffels and Katie Eastman presented regular monthly bills (i.e. electrical, phone, garbage, etc.), payroll, etc. A motion by J Barg, seconded by K Lewis, to approve PR Liabilities, wire transfers, check/claims/payroll, carried unanimously.

2025 Budget – K Eastman, treasurer, presented a comparison budget for 2025. The board reviewed. No action taken.

COMMENTS FROM VISITORS: No visitors present.

OTHER REPORTS:

PARK BOARD (PLPB): No Park Board meeting.

PILLAGER FIRE DEPARTMENT: Three runs in May Township. One fire and two medical. Calendars are still being developed. New captain. 2027 budget being developed. Total emergencies down from 2024.

MOTLEY FIRE DEPARTMENT: Two motor vehicle runs and one fire run in May Township.

ROAD MAINTENANCE:

100TH Street Project (Contract 59811) – C Converse presented a letter he drafted to the residents effected by the 100th Street project (attached). He asked the board to consider using this letter to keep the residents updated on the progress of the project. Discussion followed. A motion by C Converse, seconded by J Barg to send the letter as presented to the two residents on 100th Street, carried unanimously.

Minimum Maintenance Road – K Lewis presented information she has gathered from the Minnesota Association of Township showing what a Minimum Maintenance Road is and how it should be maintained. She suggested we adopt a resolution by changing 100th Street SW (4E) from a minimum maintenance road to a regular township road. Her reasoning: There is a new permanent residential home on this section of road. There are two myths regarding minimum maintenance roads: Myth 1. There is no maintenance required at all on these roads, and Myth 2. Snow removal is not required. Discussion followed. A motion by K Lewis, seconded by J Barg to plow snow both directions on 100th Street SW (4E) coming from 49th Avenue SW and coming from Cass County Road 35 (Bridgeman Road) and to revisit the minimum maintenance designation of 100th Street SW (4E) in the Spring, carried unanimously.

Gravel Class - A small discussion was held on the difference between Class 1 and Class 5 gravel. No action was taken.

Gravel vs. Paved Roads Article - K Lewis presented an article from the Brainerd Daily Dispatch – “Should Crow Wing County put tax revenues into paving gravel roads?” The board discussed. No action was taken.

Salt-Sand – Greg Rono emailed a “salt and sand” special \$46/ton, free delivery within 30 miles of Ironton. The board reviewed, no action was taken.

OLD BUSINESS:

Ordinance 2007-01 – C Converse has ordered the “driveway permit are required for any new driveways” signs. B Wyffels presented the changes needed to be added to Ordinance 2007-01 which include the \$50 fee and a few other minor changes. She stated the board will have to hold a public meeting to make these changes. The following will be placed in the Staples World and the public meeting will be held on January 12 at 7:00 p.m.

A public hearing will be held on **January 12, 2026 at 7:00 p.m.**, at the May Township Hall by the May Town Board of Supervisors. The public is invited to attend.

The purpose of the hearing is to take comments on the “updated” Ordinance 2007-01. Road and Driveway Standards Ordinance. Written comments can be sent to the May Township Clerk, Bianca Wyffels, 5834 112th Street SW, Pillager, MN 56473, by January 12 2026 so it will be received up to the date and time of the hearing.

Due to the lengthy content of the Ordinance, a brief synopsis follows:

Section One Authority/Purpose – additional line:

Our driveway regulations are necessary to prevent interference with the construction, maintenance and safe use of the roads and its appurtenances and the public use thereof.

4.2 Construction and Maintenance of Driveways

The following rules will apply to construction **or re-construction**, and maintenance of driveway entrances onto an existing Township road:

4.2.2 All culverts shall be galvanized steel, a minimum of twelve inches (12) in diameter ~~diameter as indicated on application~~, with length sufficient for the width of said driveway and flared ends.

Section 4.3 Permit Requirements – additional line:

4.5.3 The initial and final inspections are provided free of charge by the Township. Any additional inspections or other permit work will be charged at current Township rates.

4.5.3 A \$50 fee will be charged by the Township for initial and final inspections. Any additional inspections or other permit work will be charged at current township rates.

A copy of the updated ordinance 2007-01 Road and Driveway Standards can be viewed at the township hall. Please feel free to contact the clerk: Clerk@maytwp.com with any questions.

By order of the May Township Board of Supervisors.
Clerk: Bianca Wyffels

Cemetery – K Lewis presented a draft of cemetery rules. She and the Clerk had reviewed cemetery rules from other local cemeteries in order to culminate a list for Bridgeman Cemetery. The board reviewed and made minor changes. The Clerk was asked to get a cost on creating an aluminum sign 24 x 32.

2025 Polling Place Accessibility Grant – No answer yet.

Third Party Services Grant – K Lewis and B Wyffels will follow up on this grant.

Heavy Equipment Operator Position – The board directed the clerk to advertise for a Heavy Equipment Operator. They created an ad and asked that it be posted at the township hall, INDEED, Handshake (CLC), and Staples World. Applications will be received until February 1 2026.

Re-Organization Meeting – In November a motion was made to hold the re-organization meeting on December 15 2025. The Clerk will not be available on that day and asked the board to move the meeting. A motion by J Barg, seconded by C Converse to hold the 2026 re-organization meeting on December 22 2025 starting at 7:00 p.m., at the township hall, carried unanimously.

Environmental Services – The Clerk presented an Environmental Services letter received from Cass County regarding a hearing for conditional use permit for Jason and Danielle Jelinski. The hearing is today, December 8, 2025. The application is to operate a seasonal greenhouse in May Township. Discussion followed. The board agreed is in favor of this application.

NEW BUSINESS:

Facebook Page – K Lewis asked if she could start a May Township Facebook page? The board discussed the type of information that would go on the page, privacy issues, etc. After discussion, the board agreed K Lewis should start a May Township Facebook page.

ADJOURNEMENT: A motion by C Converse, seconded by J Barg to adjourn the meeting at 9:11 p.m., carried unanimously.

Respectfully Submitted,

Jason Barg

Chairperson

Bianca Wyffels

Clerk