

**TOWN OF BROCKWAY
COUNTY OF STEARNS
STATE OF MINNESOTA**

WWW.BROCKWAYTOWNSHIP.GOVOFFICE.COM

Joseph Lyon, Chairman
Daniel Stang, Supervisor
Fritz Yamry, Supervisor
Debra Determan, Town Clerk
Patricia Weber, Town Deputy Clerk
Mary Wallenstein, Treasurer

MEETING MINUTES

On this 3rd day of February, 2010 the regular monthly meeting was called to order at 7:30 p.m. Supervisor Yamry was absent. Zoning Administrator Chard was also in attendance.

A motion to approve the agenda as amended was made by Chairman Lyon and it was seconded by Supervisor Stang; all in favor, motion carried.

A motion to approve the January 5, 2010 regular meeting minutes was made by Supervisor Stang and it was seconded by Chairman Lyon; all in favor, motion carried.

A motion to approve the January 12, 2010 joint Brockway/St. Stephen meeting minutes was made by Chairman Lyon and it was seconded by Supervisor Stang; all in favor, motion carried.

A motion to approve claim Nos. 2566-2596 was made by Chairman Lyon and it was seconded by Supervisor Stang; all in favor, motion carried.

Zoning Administrator Chard recommended to the board that we look at scheduling a budget workshop. A motion to hold the Budget Workshop for Tuesday, February 16, 2010 at 5:00 p.m. was made by Chairman Lyon and it was seconded by Supervisor Stang; all in favor, motion carried.

Treasurer Wallenstein reported on the review they did of the area banks. The First State Bank of St. Joseph that has taken over St. Stephen State Bank has stated that they will continue to business as usual. She reported that both of the Rice banks charge extra fees. The Holdingford Bank will not do what the First State Bank of St. Joseph will do for us with Opole. She felt that the best bank to work with would be the First State Bank of St. Joseph and that she would like to stay with them. A motion to stay with the First State Bank of St. Joseph was made by Chairman Lyon and it was seconded by Supervisor Stang; all in favor, motion carried.

Planning and Zoning was next on the agenda. Zoning Administrator Chard presented the findings for the Haffner property to the town board. She explained that he is doing an administrative subdivision on his property and went through the request. The

site visit was done on January 26. The Planning Commission went through the request and documentation at the Planning Commission meeting on January 26 and they approved the request. A motion to approve this administrative subdivision request was made by Chairman Lyon and it was seconded by Supervisor Stang; all in favor, motion carried.

Zoning Administrator Chard explained that the Joint Task Force consists of the members of the St. Stephen Planning Commission and the Brockway Planning Commission and one representative from the St. Stephen City Council and one from the Brockway Town Board. They will be meeting on Thursday, February 11 at 7:00 p.m. at the Brockway Town Hall to work on the urban expansion district.

Zoning Administrator Chard explained the purpose of working on a park plan for the township. Once we do that, we will be able to work on the costs. Part of the work requires an engineer to do the work. A proposal from Duffy Engineering was presented to the town board to review. The park dedication moneys received from developments in the township can be used to buy parks and equipment. Zoning Administrator Chard expressed her recommendation on the changes to the proposal. Chairman Lyon felt that we should table this until after our annual meeting. We will retain the proposal on file until after the annual meeting. Chairman Lyon also went through the notice to sell that we received from the St. Stephen Lions for their park. This notice to sell will be presented at our annual meeting. A resident wanted to know if we have looked at the assessed value of this property. He said it would help the residents out to inform them of all the information including the assessed value and whether or not we can build on it. Chairman Lyon stated that he had a concern of what it would cost us to maintain this. Zoning administrator Chard let the town board that she would check to see if any of the park dedication money could be used cover the cost of purchase.

Zoning Administrator Chard stated that since she received the go ahead from the town board, she has met with Jennifer from Stearns County and let her know what we were working on. She also stated that she has met with the attorney and will be working with the Planning Commission to finalize all the changes on the Zoning Map and it will be presented to the town board at the next meeting in March.

Chairman Lyon explained that he has been working with Duffy Engineering with the road sign proposal. He asked them to present a proposal of what it would cost us for them to inventory all of our signs and at the same time put it out on the GLS system for us. Barry Dornidan from Duffy Engineering then appeared before the board to present information on why the federal government is requiring this. The Federal Highway Administration is mandating the illumination of all road signs by January 2015 and all other signs need to be in compliance by 2018. He stated that he gave us an overall proposal on all road and traffic signs and making sure they are in compliance with the road standards. The road map would be our base image and the sign inventory would be overlaid on it. We would also be getting a spreadsheet of the inventory. Chairman Lyon clarified that the proposal included all the road and street signs. A resident wanted to know if the \$3,000 included the cost of the signs. He was told that this was just the cost to inventory the signs to see which ones are in compliance or not. A motion to accept the proposal from Duffy Engineering and have them go ahead with it was made by Chairman Lyon and it was seconded by Supervisor Stang; all in favor, motion carried. He will try

to report back to us by our March meeting. To start with we need an inventory and then we need to put a plan in place by 2012.

The snow plowing and sanding policy was discussed next. This policy is located out on our website and all the planning commission members have a copy. It was drafted in 2002 and Zoning Administrator Chard wanted to know if we wanted to make changes to it. The town board let her know that they did not see a need to make any changes to this policy. Chairman Lyon let everyone know how expensive the salt/sand mix is this year.

Incorporation Status was next on the agenda. Chairman Lyon explained that we have not received any response back from the Sartell mayor after he sent him the response letter. Chairman Lyon then talked about the meeting he attended with the legislators along with representatives from cities of Sartell, St. Cloud, Waite Park and St. Augusta.

The Annual meeting newsletter was discussed next. Deputy Town Clerk Weber let the board know the information she has collected to into the newsletter. Zoning Administrator Chard will also put some information in it from the Planning Commission. Chairman Lyon also wanted to add the new 10 ton road statute requirements. She will send it to all of us to review for any changes before she sends it to the printers.

Chairman Lyon explained that he attended one of the CapX 2020 meetings in St. Joe. He stated that it was a very informational meeting. Supervisor Stang reported that he attended another CapX 2020 meeting the day after the meeting in St. Joe. Supervisor Stang stated that he was able to attend the meeting, but he was not allowed to speak at his meeting. He said it was a really good meeting and that Scott Hylla is doing a really good job on this.

Chairman Lyon explained that he attended the annual Holdingford Fire Department meeting. He reported that the budget did say the same even though they are purchasing a new truck. With the truck fund and the gambling funds they do not expect to have to increase the fire coverage fees.

The request the town board received from Meyer Milk Hauling was discussed next. He is asking for permission to haul milk on the township roads during the road restrictions. A motion to approve his request was made by Chairman Lyon and it was seconded by Supervisor Stang; all in favor, motion carried.

Public Input was next.

A question was asked by a resident about when the snow plow takes out a mail box. He was told that a call would be need to be placed to Jason Ferche. If the mailbox has been installed to the postal standard, he will replace it. If it has not been installed up to the postal standard, the resident is responsible to replace it.

Zoning Administrator Chard let the town board know that she is getting the last of the information together for the Mulberry Meadow complaint. She reported that the county has been working on it too.

Chairman Lyon explained that he has spoken to Stearns County Deputy Lynn about the Wallaby Road nuisance complaint. Deputy Lynn explained that until they get a formal complaint about the noise from one of the residents that live there, they cannot follow up on it. They can however enforce the parking in the road right away. He also stated that they are very familiar with this individual.

Supervisor Stang reported that he stopped in again at Friedrich's Garage and talked to one of the sons. He stated that they are aware of the Ulster Road issue and are trying to keep it open. He stated that it was their customers parking there during the day and that they are not there after hours.

Zoning Administrator Chard has received some recommendations and contact information on some webmasters. She stated that she will be talking with them. The town board asked her to get pricing information for the annual meeting.

There is another vacancy on the Planning Commission as of March 1. A motion to approve the posting of the vacancy was made by Chairman Lyon and it was seconded by Supervisor Stang; all in favor, motion carried.

It was suggested that we add the Mission Statement to our letter head. We will also look at getting envelopes with our logo and return address.

Town Clerk Determan reported that she had received a town hall rental request. A motion to approve this town hall rental request was made by Supervisor Stang and it was seconded by Chairman Lyon; all in favor, motion carried.

The mail was then reviewed.

Tom Huls then appeared before the board to talk about crackfilling. They suggested he continue to do what he has done the past, which is to crackfill 1/3 of the roads. He will start getting quotes on the oil so he can look at ordering it in. He stated that his rate for application will stay the same. He doesn't really expect the cost of the oil to go up much. Since he got it last year at \$300 less per ton, he will be going back to the same supplier.

There being no further business to discuss a motion to adjourn was made by Supervisor Stang and it was seconded by Chairman Lyon; all in favor, motion carried.

Debra Determan, Town Clerk

Approved at the March 2, 2010 regular monthly meeting.

Joseph Lyon, Chairman

