



**TOWN OF BROCKWAY  
COUNTY OF STEARNS  
STATE OF MINNESOTA**  
[WWW.BROCKWAYTOWNSHIP.GOV/OFFICE.COM](http://WWW.BROCKWAYTOWNSHIP.GOV/OFFICE.COM)

David Friedrich, Chairman  
Duane Douvier, Supervisor  
George Fiedler, Supervisor  
Connie Pesta, Town Clerk  
Mary Wallenstein, Treasurer

**MEETING MINUTES**

**1. Call to Order:**

- A. On this 8<sup>th</sup> day of January, 2013 the Regular Monthly Meeting was called to order at 7:30 PM.
- B. The Pledge of Allegiance was recited.
- C. All members were present along with Zoning Administrator Bridget Chard. Sign in sheet is attached.
- D. A motion was made Supervisor Douvier to approve the agenda as amended and was seconded by Supervisor Fiedler; all in favor, motion carried.

**2. Clerk's Report:**

- A. A motion was made by Supervisor Fiedler to approve the December 4, 2012 Regular Board Meeting Minutes and was seconded by Supervisor Douvier; all in favor, motion carried.
- B. A motion was made by Supervisor Douvier to approve the December 4, 2012 Opole Public Hearing on Proposed Rate for 2013 Hearing Minutes and was seconded by Supervisor Fiedler; all in favor, motion carried.
- C. A motion was made by Supervisor Douvier to approve the December 4, 2012 Public Hearing Minutes on ROW Ordinance Meeting and was seconded by Supervisor Fiedler; all in favor, motion carried.
- D. A motion was made by Supervisor Douvier to approve the December 4, 2012 Public Hearing Minutes on the Fee Ordinance for 2013 and was seconded by Supervisor Fiedler; all in favor, motion carried.
- E. Clerk Pesta will purchase an additional pre-numbered receipt book for clerk purposes.
- F. AVG, virus software will soon be expiring. Clerk Pesta will look into possible options.
- G. Clerk Pesta will look into possible options to update the Township Web-site.

**3. Treasurer's Report:**

- A. A motion was made by Supervisor Douvier to approve Claim No. 20290 - 20313 and was seconded by Supervisor Fiedler; all in favor, motion carried.
- B. The Treasurers Report was next on the agenda.
- C. New account for Opole. A New Savings Account was opened at Sentry Bank for the Opole Sewer Payments. New signed signature cards and a letter from Clerk Pesta were given to Sentry Bank.
- D. Next on the agenda was the notice to the Opole Residents of the Delinquent Billing Fee. Treasurer Wallenstein stated that the notice was mailed out to the residents.
- E. New Signature Cards were signed and given to Sentry Bank for the new Opole Savings Account.
- F. Clerk Pesta will purchase a new receipt book for Treasurer Wallenstein.
- G. Zoning Administrator Chard presented to the Board the Electronic Funds Transfers Policy that was adopted on 5-1-2012.
- H. We will discuss the Electronic Fund Policy and who is responsible for what and have ready for the February Regular Monthly Meeting.
- I. The Process for the Clerk and Treasurer positions will be discussed and will be ready for the February Regular Monthly Meeting.
- J. A motion was made by Supervisor Fiedler to set the Board of Audit and Budget Development for the Annual Meeting on January 30<sup>th</sup>, 2013 at 6:30 pm and was seconded by Supervisor Douvier; all in favor, motion carried.

**MISSION STATEMENT**

**The Mission of the Town of Brockway is to:**

Preserve our Natural Resources  
Keep Governmental Service Simple and Cost Effective  
Protect the Right to Continue Agricultural Uses  
Preserve the Character of the Community; and  
Safeguard Property Rights

**Brockway Township is an Equal Opportunity Provider and Employer**

\*Meeting to be recorded for transcription purposes only.



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K. Treasurer Wallenstein has a Collateral Pledge on file from Sentry Bank.

**4. Old Business:**

- A. Land Use Requests- Zoning Administrator Chard stated there is a land use request that will be discussed at the January 29<sup>th</sup>, 2012 Planning and Zoning Meeting.
- B. Road Status
  - <sup>14</sup>/<sub>7</sub> Road Claim (Century Link): Zoning Administrator Chard gave an update that the Township has not received a claim from Century Link yet.
  - <sup>14</sup>/<sub>7</sub> The Board will look at a sample contract for leasing equipment from Tom Huls. Supervisor Fiedler to obtain the list of equipment and fees from Mr. Huls (who did not make it to the Board meeting).
  - <sup>14</sup>/<sub>7</sub> Road Reports. Road Boss Smoley was not present. Supervisor Douvier will contact the Road Boss for more road detail for the report.
- C. Mulberry Meadows Status- Zoning Administrator Chard gave a status update. The hearing is still set for January 31, 2013 at 9:20 am. Chairman Friedrich will contact Ken Bayliss, Attorney for the lawsuit on behalf of the Township, to get an update and invite him to our February Regular Monthly Meeting.
- D. Other Reports-Planning & Zoning. MOU / Land Use Ordinance-will be tabled until the February Regular Monthly Meeting. Zoning Administrator Chard and Supervisor Fiedler to set up a working date to review the Ordinance for changes.

**5. New Business:**

- A. Chairman Friedrich will look into putting a lock box cover on the thermostats at the town hall.
- B. Due to the issue of the garbage left by the St. Stephen Lions Club from the Town Hall Rental the Township will cash their Damage Deposit Check of \$100.
- C. Clerk Pesta will look into getting quotes for crack filling for 2013.
- D. Clerk Pesta will look into getting quotes for ditch mowing for 2013.

6. **Public Input:** There was none.

7. **Mail/Miscellaneous:** None

8. **A motion to adjourn the Regular Monthly Meeting at 8:55 pm was made by Supervisor Fiedler at 8:55 pm and was seconded by Chairman Friedrich; all in favor, motion carried.**

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Connie Pesta, Clerk  
Brockway Township

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David Friedrich, Chairman  
Brockway Township

Date Approved \_\_\_\_\_  
Amendments

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