



**TOWN OF BROCKWAY
COUNTY OF STEARNS
STATE OF MINNESOTA**
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David Friedrich, Chairman
Duane Douvier, Supervisor
George Fiedler, Supervisor
Connie Pesta, Town Clerk
Shannon Schroeder, Treasurer

MEETING MINUTES

1. Call to Order:

- A. On this 11th day of February, 2014 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 by Supervisor Fiedler to approve the agenda as amended which was seconded by Supervisor Douvier; all in favor, motion carried.*

2. Clerk's Report:

- A. **January 14, 2014 Meeting Minutes.** *A motion was made by Supervisor Douvier to approve the January 14, 2014 Regular Board Meeting Minutes which was seconded by Supervisor Fiedler; all in favor, motion carried.*
- B. **Annual Meeting Agenda.** *A motion was made by Supervisor Fiedler to approve the Annual Meeting Agenda as amended; which was seconded by Supervisor Douvier; all in favor, motion carried.*

3. Treasurer's Report:

- A. **Treasurer Report on Accounts / Move to approve.** Treasurer Schroeder gave the Board an update on the Township Funds. *A motion was made by Supervisor Douvier to approve the Treasurer's Report which was seconded by Supervisor Fiedler; all in favor, motion carried.*
- B. **Claims.** *A motion was made by Supervisor Fiedler to approve Claim No. 20642 - 20666 which was seconded by Supervisor Douvier; all in favor, motion carried.*
- C. **Opole Sewer/Overdue Payments/Status.** Treasurer Schroeder updated the board on the status of Overdue Opole Sewer Payments and on payments made. Currently one resident has an outstanding sewer balance of \$502.00 and another resident has an outstanding sewer balance of \$92.00. Consensus was to have the Treasurer send a letter regarding the outstanding fees which need to be paid by October 1 of this year or they will be certified over for collection. Zoning Administrator was instructed to review options of placing interest on these outstanding debts.
- D. **USDA Payments – Amortization Schedule for Opole SSD.** Treasurer Schroeder gave the board an update on payments made in 2013. 11/25/13 extra principle payment of \$4,194.00, 12/28/13 Regular Payment \$1,000.00 principle and \$1,132.82 interest bringing the Opole Loan Balance to \$20,506.00 as of 12/31/13.

4. Public Input:

- A. Landowner Victor Legatt stated that he contacted Stearns Electric regarding the tree trimming on 385th Street. He requested that they cut the trees off at the bottom so that they do not have to cut so often. Stearns Electric said that they would and Mr. Legatt stated that they are doing that and it looks better.

5. Old Business:

- A. **Roads-**
 - Monthly Road Reports.** Road Boss Smoley was present to discuss issues from the month regarding snow plowing.
 - Road Culvert Inventory Proposal from Engineer.** Zoning Administrator Chard stated that she had requested a proposal for tying the culvert map and source inventory document together for use in the MS4 permit requirements. The Board requested that the Z.A. ask for two other proposals and submit them at the next meeting. Z.A. Chard further stated that there will be additional work required to be done by an Engineer to meet certain requirements as an MS4 permittee. The Board instructed her to also get three (3) proposals and bring them back for review.

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

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- Clerk Pesta will send out requests for Crack Filling Quotes for the March Regular Meeting.

B. Mulberry Meadows.

- Status Report.** A mediation session was held. Further, a document request was made by Stearns County and the Clerk and Zoning Administrator have put those documents together and are available for review. There may be a date identified when the County will come to the township and review those documents.
- Set Closed Session / Move to approve / Post.** A motion was made by Supervisor Douvier to set the Closed Session on Litigation with the Attorney on Feb 12th 2014 at 6:30 PM which was seconded by Supervisor Friedrich; all in favor, motion carried. Clerk Pesta posted for the Meeting on February 7, 2014.

C. MPCA.

- SWWP Document - Corrections.** Zoning Administrator Chard and Supervisor Douvier (Stormwater designate) informed the Board that the Application for Reissuance of our NPDES Stormwater permit (5 year requirement) for all MS4s in the state was compiled and sent in. Recently, the MPCA requested in a letter for some additional information which was submitted within the seven (7) day time frame as required.
- MECA Conference – March.** The Supervisors will not be attending the conference.
- Engineer- proposal on portions of SWWP App.** Zoning Administrator Chard will get three (3) additional quotes for those portions required in the SWWP Application above.
- Review levy for stormwater work.** No action taken at this point.

D. **Stearns County Township Day at the Capital March 12, 2014.** The Supervisor will be attending.

E. **Apple Decathlon / Authorize Road Closures.** Nothing has been received from the parties requesting road closures as of yet. The Board did not authorize any closures.

F. **Land Use Ordinance / Final Changes / Record and submit to County (MOU and Attachment).** Supervisor Fiedler will send Zoning Administrator Chard his changes.

G. **New Computer/Quotes/Review.** Clerk Pesta updated the Board on the computers. The board authorized the purchase of three computers.

6. New Business:

A. **Town Hall Parking Lot.** There was a discussion regarding usage of the Town Hall Parking Lot.

B. **Newsletter.** The Board discussed articles for the Annual Newsletter which will go out around the 1st of March. Those that have articles to complete need to get them to the Clerk before the 22nd of February.

7. Mail/Miscellaneous:

A. None

8. Public Input: None

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

Respectfully Submitted:

Connie Pesta, Clerk
Brockway Township

David Friedrich, Chairman
Brockway Township

Date Approved _____

Amendments _____

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