



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 13th day of August, 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 by Supervisor Douvier to approve the agenda as amended which was seconded by Supervisor Fiedler; all in favor, motion carried.

E. Land Use Requests-

- ¹⁴ **Radika Acres / Move to approve Final Plat and authorize Chair/Clerk to sign off-** Zoning Administrator Chard presented the request to the board. She noted that the Final Plat had a road easement through the middle of the property that was just recently found. The landowners are going to research this issue. A motion was made by Supervisor Douvier to approve and authorize signatures which was seconded by Supervisor Fiedler; all in favor, motion carried.

- F. **Gambling Permit-** A motion was made by Supervisor Douvier to approve the Gambling Permit request for Our Lady of Mt. Carmel Church of Opole which was seconded by Supervisor Fiedler; all in favor, motion carried.

- G. **Liquor License-** A motion was made by Supervisor Douvier to approve the Liquor License Request for Our Lady of Mt. Carmel Church of Opole which was seconded by Supervisor Fiedler; all in favor, motion carried.

2. Clerk's Report:

- A. **July 9, 2013 Regular Meeting Minutes-** A motion was made by Supervisor Fiedler to approve the July 9, 2013 Regular Board Meeting Minutes which was seconded by Supervisor Douvier; all in favor, motion carried.
- B. **July 9, 2013 Bid Opening Meeting Minutes-** A motion was made by Supervisor Fiedler to approve the July 9, 2013 Bid Opening Meeting Minutes which was seconded by Supervisor Douvier; all in favor, motion carried.
- C. **July 17, 2013 Weed Inspection Meeting Minutes-** A motion was made by Supervisor Fiedler to approve the July 17, 2013 Weed Inspection Meeting Minutes which was seconded by Supervisor Douvier; all in favor, motion carried.
- D. **July 31, 2013 Special Meeting Minutes-** A motion was made by Supervisor Fiedler to approve the July 31, 2013 Special Meeting Minutes which was seconded by Supervisor Douvier; all in favor, motion carried.

3. Treasurer's Report:

- A. **Treasurer Report on Accounts-** 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. 20470 to 20496 which was seconded by Supervisor Douvier; all in favor, motion carried.

4. Old Business:

- A. **Land Use Requests-** Zoning Administrator
¹⁴ **River's Edge SSD – Petition for Removal/Sexton/Receive Report and Authorize Public Hearing on matter-** Zoning Administrator Chard presented the petition request for dissolution of the SSD to the board. A motion was made by Supervisor Douvier to receive the petition for removal of River's Edge which was seconded by Supervisor Friedrich; all in favor, motion carried. After review by the Zoning

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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Administrator of the attachments, a motion was made to adopt **Resolution 2013 – 08.13.13** to **Call a Public Hearing on the Dissolution of the “Rivers Edge” SSD** on September 10, 2013 at 6:30 PM which was seconded by Supervisor Fiedler; all in favor, motion carried.

¹⁴/₇ A motion to accept the **Agreement to Pay Costs For Processing The Request** with the set escrow amount of \$3500.00 and \$500.00 minimum was made by Supervisor Fiedler which was seconded by Supervisor Friedrich; all in favor, motion carried.

B. Roads:

¹⁴/₇ **Monthly Road Reports-** Road Boss Smoley was present. Road Boss Smoley stated that there are several road sign missing. The signs are on backorder. The Supervisors decided to put road signs on top of stop signs.

¹⁴/₇ **2013 Ditch Cutting Update-** The Board discussed whether or not we will be doing a second ditch cutting. This will be tabled until the September Monthly Meeting. .

¹⁴/₇ **Day Laborer-** Justin Skwira will be doing miscellaneous work for the Township. Town Clerk will contact him to get the necessary paperwork completed for a seasonal employee.

¹⁴/₇ **Discuss 2013 Road Work Status-** Supervisor Friedrich stated he contacted Hardrives and they will start the road work on approximately August 17, 2013.

C. Mulberry Meadows:

¹⁴/₇ **Status Update -** Zoning Administrator Chard updated the Town Board regarding the Engineer Report. No action is pending at this time until the County Attorney returns from Guard service in the middle of the month.

D. Opole:

¹⁴/₇ **Flow Meter / Issues-** Zoning Administrator Chard updated the Board that we still do not know the costs of the flow meter. Zoning Administrator Chard stated that the Quarterly Reports were submitted. Zoning Administrator Chard will ask Cindy from Fiedlers Pumping to attend the September meeting to give the Board an update.

E. **911 Sign Issues-** Zoning Administrator Chard stated that the property owner owns their 911 sign. The owner is not required to have a 911 sign but does so at their own risk. She further stated that many Townships and Cities do have their own Ordinances which do require a 911 sign, but we do not. No action taken.

F. **Personnel Policy – Job Descriptions-** This will be tabled until the September Regular Monthly Meeting.

G. **Ordinance Review-** This will be tabled until the September Regular Monthly Meeting.

H. **Town Hall Policy / Review Changes-** Zoning Administrator Chard passed out the discussed and revised documents for review . The Board will review all of the changes and come back in September at the regular Board meeting to finalize.

I. **ROW Work – Mid Communication and others / need others-** Zoning Administrator Chard needs to compile a list of Companies that do utilities in the Township. Then she will contact them that the Township has a ROW Ordinance and they would need a permit to work in the Township’s road rights of way.

J. **Planning Commission Opening-** Clerk Pesta will re-post on the Web-site. Supervisor Douvier will contact a possible candidate.

5. New Business:

A. **Annual Budget Meeting Holdingford Fire Department-** A motion was made by Supervisor Douvier to authorize the Town Board to attend the Annual Budget Meeting for the Holdingford Fire Department on August 28, 2013 at 6:30 pm which was seconded by Supervisor Friedrich; all in favor, motion carried. Clerk Pesta will post the notice.

6. Public Input: There was done.

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7. Mail/Miscellaneous:

- A. **Drop Box Costs-** Zoning Administrator presented the board a list of possible sizes and costs. This will be tabled until the September Regular Monthly Meeting and the Town Board will review the options.
- B. **Town Hall Computers-** This will be tabled until the September Regular Monthly Meeting.
- C. Clerk Pesta shared information received from the State of Minnesota. As of April 1, 2012 Brockway Township's population was estimated at 2,722 and our household estimate was 993.

8. A motion to adjourn the Regular Monthly Meeting at 9:15 pm was made by Supervisor Fiedler which was seconded by Supervisor Douvier; all in favor, motion carried.

Connie Pesta, Clerk
Brockway Township

David Friedrich, Chairman
Brockway Township

Date Approved _____

Amendments _____

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