

Bridgewater Board of Supervisors

County of Rice, State of Minnesota

Meeting Minutes, May 11th, 2011

Approved

The meeting was called to order at 7:02p.m. The pledge of allegiance was said by all.

Roll Call: Supervisors Castore, Doran-Norton, Morlan, Clerk Cooper, Zoning Administrator Braun, Treasurer Pfahning were present.

Introduction of Guests: George Kinney, Paul Book, Cory Kielmeyer

Approval of the Agenda : Castore motioned, Morlan seconded, all agreed, with additions.

Public Comment on Non-Agenda Items: none

Routine Business:

- Approval of the Meeting Minutes from April 13th, 2011: Castore moved, Morlan seconded, all agreed as amended.
- Approval of Claims: Castore moved, Morlan seconded , all agreed.
- Approval of Claims for Rice Creek Assessment Project: Morlan motioned, Castore seconded, all agreed. Biomark was paid \$1829.70, CRWP was paid \$6249.06. Castore moved to approve that “ up to \$50 to be paid to Spee Dee Delivery”. Morlan seconded, all agreed.

Clerk's Report:

- Genealogy Society: Cooper is going to meet with the Genealogy Society on Tuesday, May 17th, 2011 to discuss transcribing process of Old Township Records. The Board authorized copies to be made at the St Olaf Print Center.
- Otte Annexation Request Letter: Castore motioned that the Board has “heard the Otte request for annexation, finds no objection in the annexation agreement to the request”. Morlan seconded, all agreed.
- File Back Up: Clerk laptop has backup installed, Cooper will store hard drive in Town Hall safe. Treasurer laptop to be covered in June. Morlan to provide log and spreadsheet for back ups.
- Update Flood Plain Forms: Braun will provide copies to Cooper when available.

Planning and Zoning Report:

- Braun reported that we have had two lot splits, two building permits, TEPP permit application, tower permit.

Treasurer's Report:

- Dundas annexation invoice: Pfahning to get annexation tax statement to John McCarthy.
- Approval of Chart of Accounts: Pfahning asked that this item be moved to the June meeting.
- Discussion of Rice Creek Invoices: Cooper will provide Pfahning with a separate file each month for the Rice Creek Assessment Project invoices and Pfahning will set up a separate chart for expenses in the town's accounting system.

Action Items:

- Old Rice County Dump Report/ Hoover Dump: Castore reported on the Landmark Environmental Report. George Kinney and Paul Book explained the steps in Phase 1 and Phase 2 of the report, fielded questions from the Supervisors. Castore motioned that "the township adopt the Phase 1 portion, spending up to \$4500". Morlan seconded, all agreed.
- Recommendation for representative to DPC: Morlan interviewed three candidates, all of which declined. Morlan and Doran-Norton to interview more possible candidates.
- Town Hall Sign: Braun will be collecting prices on various options for the Town Hall sign.

Road Report:

- Gravel /Dust Control Bid: Castle Rock Materials was awarded the Class V crushed limestone bid at \$9.50 per ton. Gleason Construction and Kielmeyer Construction were awarded the Class V crushed rock bid at \$7.75 per ton, to be split between them, per Road Superintendent's discretion.
- Road Committee: Doran-Norton moved that the Board "charter the road committee to discuss modifications to the snow removal policy, Dundas snow plowing". Morlan seconded, all agreed. The committee is to include Dennis Brown, Mike Groth and several Bridgewater Township citizens. A July 2011 work session is to be scheduled, with a report in August 2011.
- Road Classification: Road Superintendent, in conjunction with Castore, to work on these issues.
- Retro-Reflective Signs: "
- Gravel Plan: "
- Dust Control Plan: "
- Ditch Upgrades: "
- Culverts: "

Items for Discussion:

- Legislative and Research Committee: Morlan gave an update going into the June meeting at Breezy Point.
- Baldwin Ave Bridge Contribution: Castore gave a report, Board discussed the possible options.
- Administrative Handbook: Morlan reported that he is working off of three checklists for the handbook, work continuing.

Review of Past Meetings Attended:

- InterGovernmental Meeting: Doran-Norton reported on the July 27th meeting, hosted by Northfield Township.

Schedule of Upcoming Meetings:

- Schedule Work Session for Website: Morlan will be meeting with Cooper to update www.bridgewaterwp.org.
- RiceCreek Assessment Project Open House: May 14th, 2011, from 9:30a-11a.
- Access to Hall Office Computer: Braun will contact Marsha DeGroot to notify her that the Hall computer will have a guest account set up for Supervisors and Clerk, protecting the agreement that Landshark will only have two people who can access it.

Adjournment: At 9:58p.m. Castore motioned, Morlan seconded, all agreed.

Submitted by Janalee Cooper