

**Bridgewater Township Board of Supervisors**  
**County of Rice, State of Minnesota**  
**February 14, 2018**  
**Official Minutes**

Call to order

Pledge of Allegiance

Roll Call: John Holden, Kathleen Doran-Norton, Gary Ebling, Brad Pfahning, Jim Braun

Introduction of Guests: None

Approval of Agenda: Gary Ebling made a motion to approve the agenda, John Holden seconded, all approved.

Public Comment on Non-Agenda Items:

**Approval of Minutes & Claims**

- February Claims – John Holden made a motion to approve the February claims, Gary Ebling seconded, all approved.
- January 10, 16, 2018 Meeting Minutes – Gary Ebling made a motion to approve the January minutes, John Holden seconded, all approved.

**Treasurer's Report**

1. Treasurer's Report
  - a. Brad Pfahning moved the solar landscaping money into a 5 year CD at 1<sup>st</sup> National Bank.
  - b. There is \$150,000 at Community Bank for the solar decommissioning.
  - c. The Audit meeting has been moved to 6:00pm on Wednesday, March 7, 2018.
  - d. Kathleen Doran-Norton has requested a revenue report for the audit meeting. She also requested a copy of the bonds from the safe deposit box for the meeting.
  - e. Brad Pfahning reviewed the current township expenses.
  - f. It was noted that the W2s and 1099s were sent out.
2. Bank reconciliation
3. Revenue Report
4. PERA forms
5. IRS Update/EFT form
6. Quarterly reports for solar project

**Clerk's Report-**

1. Dundas annexation tax – The clerk noted that Dundas has not paid the amount that was shorted from the Annexation payment.
2. Election update – The clerk requested that the list of judges for the upcoming Township Election be approved; Gary Ebling made a motion to approve the list of judges, John Holden seconded, all approved.
3. Upcoming Meetings:
  - a. Audit Meeting – March 7, 6pm
  - b. Candidate Forum – March 7, 7:30pm
  - c. Joint P&Z Meeting – March 17, 10:30am
  - d. Joint Dundas Meeting – March 21, 7pm
4. Mail – The clerk reviewed the mail that had come in over the past month.

**Planning & Zoning**

1. Staff Report
  - a. Jim Braun reviewed the permits and building activities over the past month.
  - b. He reviewed the list of potential Building Officials in the area. Per the Boards request, Carolyn Braun will create a job description and interviews will be set up.

2. Fee Schedule
  - a. Jim Braun reviewed the 2018 fee schedule. The Board of Supervisors made the recommendation to change the lot split fees to adequately cover the expenses.
3. Logistics for Comus Junction discussion
  - a. Carolyn Braun has a list of questions and concerns for the Planning Commission regarding future development of this area.
  - b. The suggestion was made to review the size of the proposed development area again.

#### **New Business**

1. Topics for Dundas joint meeting – The clerk will talk to McCarthy regarding payment of outstanding invoice as it relates to the possibility of a joint meeting.
2. Topics for Annual Meeting
  - a. Road Rotation – gravel
  - b. Projects
  - c. Potential to move town hall
    - i. Buying equipment
    - ii. Sand/Salt
  - d. Plan for Wild Parsnip
    - i. Hiring Scott Bailey in the spring
    - ii. Possible Grant money
  - e. Flood Projects
    - i. Permit issue
  - f. Change in township government
3. Road Supervisor
  - a. Reviewed potential new truck and grader operators.
  - b. A request was made for the clerk to look into current insurance coverage.
  - c. A request was made to check the road policy and update as needed.
  - d. Chains are being made to go on the back tires of the road grader.
  - e. New shoes are being made that work with the blade of the truck.

#### **Old Business**

##### **Upcoming Meetings**

- Planning and Zoning meeting, February 22, 2018, 7pm Bridgewater Town Hall
- Audit Meeting, ??, 2018, 10:30pm, Bridgewater Town Hall
- Project Meetings, Monday, February 26, 2018, Bridgewater Town Hall
- Board of Supervisors meeting, March 14, 2018, 7pm Bridgewater Town Hall

Adjourn