

Bridgewater Township Board of Supervisors
County of Rice, State of Minnesota
December 13, 2023
Official Minutes

Call to order

Pledge of Allegiance

Roll Call: Glen Castore, Kathleen Kopseng, Thomas Hart, Andrew Ebling, Debbie Salaba. Absent: Lori Noreen, Mike Little

Introduction of Guests: Glen Switzer, Jenelle Teppen, Jesse Thomas

Approval of Agenda

- Glen Castore requested to at “Regional Sustainable Development Partnership” to New Business.
- Andrew Ebling made a motion to approve the Agenda, Kathleen Kopseng seconded, all approved as amended.

Public Comment on Non-Agenda Items N/A

Approval of Minutes & Claims

- November 8th & December 2nd Meeting Minutes
 - Thomas Hart made a motion to approve the November 8th and December 2nd, 2023 Meeting Minutes, all approved.
- December Claims
 - Kathleen Kopseng questioned under “Town Hall Improve and Repair” if Professional Contractors is ProCon, which it is. Kathleen Kopseng then questioned if all the work is all complete to the satisfaction of the Township.
 - Kathleen Kopseng questioned if Cindy Nash, Zoning Administrator is listed under “Professional Fees”. It was answered that she is but there was not an invoice submitted for the month as of the meeting date.
 - Kathleen Kopseng made a motion to approve the December claims with the exception of holding back the retention amount on final draw payment for the new shed to Professional Contractors, Andrew Ebling seconded, all approved as amended.
- Review ProCon Draw Requests
 - Glen Castore spoke with Steve Underdahl regarding the Draw Requests. One being for the Town Hall addition, the other being for the New Shed. Glen stated that there are still two items to address on the New Shed. Glen discussed with Steve at ProCon to not pay the draw request for the New Shed until such items are addressed.
- Steve Albers Invoices for Noxious Weed control
 - Mr. Albers invoices for Noxious Weed control was reviewed by the Board. It was discussed that the Township budgeted for this to be completed and the invoice is considerably higher than the budgeted amount.
 - Glen Castore recommended that the Board approve to pay the invoice.
 - Kathleen Kopseng suggested that the Board review the cost and budget more for Noxious Weed control going into the next year.

Treasurer's Report

- Treasurer's Report
 - Debbie Salaba stated that she closed the last account at Merchants and transferred it to the Township's account at Frandsen Bank.
 - Debbie Salaba stated the Operating account had approximately \$96K at the end of November. The 2nd half property taxes were deposited to the account in early December and after the December Claims are paid the account will be at approximately \$107K.
 - Debbie Salaba stated that there has been no change in the other account balances.
 - Debbie Salaba stated that after the payment for the Town Hall addition to ProCon the AARPA money is at \$113K.
 - Glen Castore stated that there is interest in changing the accounting software from QuickBooks to CTAS. Glen, Lori and Deb will look into this for 2024.
- IRS Reporting
 - The Treasurer will provide the report to Glen Castore.

Roads

- Bridgewater Township / City of Dundas Joint Road Policy Draft
 - Glen Switzer stated that the City and the Township has been working on joint policy draft for approximately 2 years. Mr. Switzer stated that the City is looking to find out what the Township is looking for in order to complete the policy.
 - Discussion was held regarding how the policy draft between the two was initiated and how to move forward and how to satisfy the need to have the joint policy in place.
 - Decision was made to have a short memo drafted with a clear objective between the Township and the City and deliver that to the City as to next steps regarding the Road Policy draft.
 - The Board will discuss this at a later date, and work session date will be set regarding the Joint Road Policy.

Planning & Zoning

- It was noted that there was not a meeting held in November.

Old Business

- CORE X Project update
 - Glen Castore passed out a hand out to the Board with a list of updates regarding CORE X Partners and gave a brief explanation of what they are to the guests.
 - Escrow/Repayment agreement is expected to be signed within the week. Once the agreement is signed and payment has been made there will be a board meeting to discuss the unusual aspects of said agreement.
 - CUP and Height Variance – both applications are incomplete due to the lack of an escrow agreement in place. CORE X Partners expects action by the Planning Commission and Board within 30 days of receiving the escrow.

- Petition to the Public Utilities Commission was filed on Tuesday, December 12th, 2023. This could take 6-9 months, but the Township, Steele Waseca and CORE X Partners has asked for an expedited hearing.
 - The Township has applied for a \$1.6M grant from MNDOT for intermodal facilities and applied for \$400K from MNDOT local road improvement program to help rebuild 140th St. \$1.9M was awarded to CORE X by MNDOT for the rail siding. And the Township will be applying for a Broadband grant in 2024.
 - Financing – Glen Castore provided an amount that the Township could incur in 2024, which is approximately \$760K. This includes purchase of acreage, install fiber optic line, sewer and water, Steele Waseca connection, rail design to UP specifications, attorney’s fees for Public Utilities Commission. Glen Castore stated that he and Andrew Ebling met with Frandsen Bank and Jessica Green regarding financing options. Start the process in January to bond for \$1M. The process takes 90-120 days before the funds are available.
 - Rail Road Siding – Stantec will be doing the design. There is a \$1.9M grant construction and ownership is still undecided.
 - It is hopeful by CORE X Partners that site work would begin in March which a grading agreement would need to be in place. It would be 12 months to have the first building up. Another 12 months for Phase 2 and so on.
- Facility Improvements
 - The Town Hall Addition was visible to the Board as to what has been completed and what still needs to be done.
 - Glen Castore spoke with Steve Underdahl and he expects the heating ducts to be installed and concrete to be poured. He expects the project to be complete by the end of December.

New Business

- Decommissioning Agreement for Ole Solar
 - The Board reviewed the Zoning Administrator’s recommendation for the Decommissioning Agreement for the Ole Solar project.
 - It was discussed that the escrow balance would be 125% of the project cost which is the amount of \$50,000.00.
 - Thomas Hart made a motion to approve the Decommissioning Agreement with Ole Solar, Andrew Ebling seconded, all approved.
- Northfield OAA Resolution review
 - The Board reviewed the Northfield OAA Extension Resolution 2023-16.
 - Kathleen Kopseng made a motion to approve 2023-16 Extension of Joint Resolution for Orderly Annexation by and Between Bridgewater Township and the City of Northfield, Andrew Ebling seconded, all approved.
- Fiber Optic Bids review
 - The Board reviewed the Fiber Optic Bid from Metronet which was the only bid.
 - Thomas Hart noted that the address for Bridgewater Township on the bid is incorrect.
 - Glen Castore stated that the Township advertised in early November for bids for fiber optic to run to Comus Park.

- The bid is for approximately \$270K as an upfront charge to the Township for pulling the line from their connection point to the land the Township will be purchasing. CORE X Partners would pay from that point to their building.
- Kathleen Kopseng asked how the Township would pay for the line to be run, with the response that it would be a bond, then it could be turned into an interest free loan or grant through Steele Waseca. And a state broadband grant in 2024 could be available.
- It was noted that this project would be complete by October 2024.
- Andrew Ebling made a motion to award the fiber optic contract to Metronet, Kathleen Kopseng seconded, all approved.

Regional Sustainable Development Partnership

- Glen Castore that he received a call regarding if the Township would be interested in working with the Regional Sustainable Development Partnership, which is a state program funded by the legislature, and Rice County on a grant to look at how to extract energy from the landfill.
- This partnership is part of a University Project for Small Township/Cities Infrastructure Reinvestment Act and can help navigate the Act, where the Township could obtain money and structure the application.
- Kathleen Kopseng questioned if there was a cost to the Township, with a response that no, there is not.

Issues for future meetings N/A

Adjourn

- Andrew Ebling made a motion to adjourn the meeting, Thomas Hart seconded, all approved.

Chair	
Clerk	