

OFFICIAL MINUTES
BELLE PLAINE TOWNSHIP MONTHLY MEETING
October 4, 2011

BELLE PLAINE TOWNSHIP GARAGE
25130 HICKORY BLVD. BELLE PLAINE, MN

Present:

Robert Koenig – Supervisor Gary Schmitz – Supervisor Douglas Kasper – Supervisor
Jean McDermand – Clerk Kevin Slack – Treasurer

Also Present:

Jeff Klehr

1) Call to Order: The meeting was called to order by Chairman Koenig at 7:00 p.m.

Approval of Sept. 6, 2011 Board meeting minutes with noted correction on a motion by Schmitz and seconded by Kasper, all in favor, motion carried.

Approval of Treasurer’s report as presented, on a motion by Schmitz and seconded by Kasper, all in favor, motion carried, with the following balances as of September 30, 2011:

Checking	\$ 850.32
Money Market	97,801.77
CD/Cornerstone	50,000.00
CD/State Bank BP	<u>50,000.00</u>
Total:	\$198,652.09

Receipts for September 2011 – \$ 5,807.37

2) Walk-In / Agenda Requests / Public Comments:

Jim Jeurissen 24655 Hickory Blvd, would like to address a water issue on 250th St., he wants a bigger culvert. The culvert has been dug/cleaned out. Discussion if a bigger culvert will do any good when you get a 5 inch rain because the water tends to run over the road when there is that much rain at one time. It was noted that there were other roads where the water ran across and caused wash outs. It was decided that the board will revisit this issue in the spring during the annual road review and will evaluate at that time what will be done to address Jeurissen’s concern.

John Hoefs farms the 80 acres at 273891 Fabor Ave., which is owned by Dan Neisen. Mr. Hoefs inquired about installing a field access that would accommodate large equipment. Slack will contact John to explain that it is the property owner who needs to address the township, complete the permit, and pay the fees.

Laredo Ave. Dale Stier requested a discussion on the condition of the tar on Laredo Ave. by the golf course. In May 2000 it was agreed that the township would allow the road to be tarred and any repairs and maintenance would be the responsibility of the person/persons who tarred the section of road. LeRoy Chard tarred the road from Hickory Blvd. to the golf course maintenance shed and Susan’s Bluff Development, represented by Dale Stier, tarred from the maintenance shed to Susan’s Ln. Chard stated that the township should fix the road and Koenig reminded him that there was an agreement which states that if the road breaks up the person/persons who tarred the road would have to improve it or remove it. The road is in need of repair. Koenig will speak with Chard.

3) Old Business:

Fire Levy calculations Belle Plaine Township’s portion of the New Prague Fire levy was reviewed and it was noted that our tax capacity for 2011 had increased the past two years when other townships and the City’s tax capacity decreased. Not sure why, perhaps it was due to the corrections to Belle Plaine township’s property tax assessments when the county took over.

Discussed the difference in using tax capacity vs. property valuation in calculating fire assessments. Belle Plaine Fire and New Prague Fire uses tax capacity whereas Jordan Fire uses valuations (5% land and 100% buildings). There is a need to understand how each Fire district assesses the township for service, and it was further noted that MN statute 365.181 states that a fire contract must not run for more than 10 years.

Xcel Energy The planned driveway for the Substation has been staked out and reviewed by Schmitz and Kasper. Everything looks good except for the fact that some of the stakes were broken off and lying in the field. The driveway fee and permit was received. Xcel will be given notice to proceed, and will be reminded that a final inspection is needed after the driveway is completed.

Retro Reflectivity Sign Program discussion on getting another sign installation bid, need to find out who Arlington Township will be using to install their signs and get a bid from that company. After review of the sign location and inventory report from Clear Horizons a few issues were addressed. The major issue was the sign condition. Over the past few years some of our signs have been replaced with brand new signs. Clear Horizons marked almost all of our 211 signs (208/poor, 1/fair, 2/other) as being in poor condition; this has created a potential liability for the township, and needs to be corrected. The condition of the signs will be addressed by Belle Plaine Township not Clear Horizons. Clear Horizon will be contacted and asked to leave the Sign and Post Condition blank. The January 22, 2012 compliance date to implement a sign assessment or management method is fast approaching. McDermid will create a sign maintenance and inspection program for Belle Plaine Township.

Meeting with County Shelton, Wolf, and Wagner will be meeting with the township an hour before our next board meeting on Nov. 1st. This is the township's opportunity to ask questions of the County Administrator/Commissioners.

4) New Business:

Bench Strength Partners requested documentation, under the Data Practices act, for cellular communications equipment owned by Belle Plaine Township. A letter will be drafted and sent to Bench Strength Partners stating that preliminary results for the last 10 years did not disclose any data and if further information is required, administrative costs will need to be paid.

5) Other Business:

Ken O'Brien Tile replacement, received notice from the county that the tile replacement project off of Church Ave. has been approved and will not result in any impacts to wetlands.

Meetings attended Koenig reported on attending the fall meeting with Schmitz and McDermid, and noted that the county will no longer be giving townships a portion of the building permit fees.

6) Road Report:

- Koenig spoke with Allen Schmitz who noted that there is berm on the other side of the road on 240th St. Koenig looked at it and will take care of the berm on the Soller property.
- Koenig will inform Dvorak that the road ditches are to be mowed.
- Schmitz reported that the work on Belle Plaine Trail has been completed.
- Koenig spoke with Roger Stier about placing a drive-over curb in the Prairie Hills development. Discussion on fixing the tar and doing a seal coat. Schmitz stated that the tar may already be too broken up for a seal coat but he will have someone look at it and will determine if it can be seal coated or not. Discussed seal coating the other developments, Susan Ln. and Melody Ln., maybe seal coating one each year starting with the road that needs it most.
- Klehr noted that the roads could use a grading, but we really need some rain first.
- Klehr reported that the work on the Iago culverts was completed.

- The culvert on 235th by Stenders is too short and 4 ft. bands with aprons are needed on each end. Klehr will do the work and re-evaluate what length of bands will be needed to complete the job.
- Dvorak will give the township credit for the Old Hwy 169 chips. Schmitz will coordinate with Dvorak on the moving of the chip piles.
- Slack finished brushing on 220th St.

7) Review and Approval of Claims for Payment:

Motion by Schmitz and seconded by Kasper to approve claims for payment, all in favor, motion carried.

10/4/11	3794	Kevin Slack	Wages	\$1,124.92
10/4/11	3795	Jean McDermand	Wages, mileage, Road R&M	\$1,809.86
10/4/11	3796	Gary E. Schmitz	Wages, mileage, Road R&M	\$1,026.76
10/4/11	3797	Doug Kasper	Wages, mileage	\$567.85
10/4/11	3798	Robert Koenig	Wages, mileage	\$1,078.53
10/4/11	EFT	IRS	Wages, Payroll taxes	\$675.63
10/4/11	3799	PERA	Wages, Emp. Benefits	\$565.46
10/4/11	3800	Klehr Grading	Patrol\$3263.16 Road R&M\$1082.50	\$4,345.66
10/4/11	3801	Julie Koenig	Lawn Mowing	\$60.00

8) Applications approved:

9) Motion to adjourn: Motion made at 8:40 p.m. by Schmitz and seconded by Kasper to adjourn.

Township Supervisor

Minutes prepared by: Jean McDermand,
Township Clerk