

**TOWN OF BROCKWAY
COUNTY OF STEARNS
STATE OF MINNESOTA**

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Joseph Lyon, Chairman
Daniel Stang, Supervisor
Dave Friedrich, Supervisor
Debra Determan, Town Clerk
Patricia Weber, Town Deputy Clerk
Mary Wallenstein, Treasurer

MEETING MINUTES

On this 1st day of February, 2011, the regular monthly meeting was called to order at 7:40 p.m. All members were present with the exception of Town Clerk Determan. Also present was Zoning Administrator Bridget Chard.

A motion to approve the agenda, as amended to include crackfilling was made by Chairman Lyon and it was seconded by Supervisor Stang; all in favor, motion carried.

A motion to approve the January 4, 2011, regular meeting minutes was made by Supervisor Stang and it seconded by Supervisor Friedrich; all in favor, motion carried.

A motion to approve the January 18, 2011, combined work meeting of the Brockway Township Board of Supervisors and the Planning Commission was made by Chairman Lyon, seconded by Supervisor Friedrich; all in favor, motion carried.

A motion to approve Claims Nos. 3010 - 3051 was made by Supervisor Stang and it was seconded by Supervisor Friedrich; all in favor, motion carried.

Audit work was next on the agenda. Zoning Administrator Chard reported that the auditors will be working with Deputy Clerk Weber and Treasurer Wallenstein on March 18, 2011.

Notice and Certification of Unpaid Service Charges was discussed next. Zoning Administrator Chard indicated that a party in Opole has gone into foreclosure and need to send out a Notice to the party and then we will mark the amount unpaid and any corresponding costs and will need to be certified to their taxes at the rate of 6%.

Old Business was next on the agenda. Zoning Administrator Chard reported on the items that had been completed in regards to Mulberry Meadows since last month. She stated that EcoCheck went out and did a summary of the system and will need to do a thorough review in the spring. A meeting with the MPCA was held to discuss what needed to be done to bring the

system up to compliance. The township will not take over the system until it is in compliance. Attorney Ruppe's suggestion would be to manage the system for 12 months to give them time to bring it into compliance. EcoCheck is pretty confident that they can bring it into compliance. The Subordinate Service District will not go into effect until all the conditions are met. The issue currently is to get a contract in place and receive an escrow amount so that the township can manage the system. The township is waiting for a response from Scott Reinert with regard to managing the system.

Reports were next on the agenda. Zoning Administrator Chard updated the town board on what was covered at the last Planning Commission meeting in regards to our ordinance. She also reported that Heidi Winkowski from Stearns County appeared at our last meeting and discussed mining in the township. She indicated that there are only two registered pits in the township and the remaining ones are unregistered/unpermitted. The discussion from the Planning Commission was to sit down with the county to massage the language and find a compromise. A motion was made by Chairman Lyon that Zoning Administrator Chard should send a letter to the unregistered mining pits informing them that they are not registered at this point. It was seconded by Supervisor Friedrich; all in favor, motion carried. The second issue discussed was TDR. It was the consensus of the Planning Commission to leave the handling of the TDR at the county level. Zoning Administrator Chard is looking at reviewing the ordinance for any changes and will hopefully be meeting with the County within the next couple of months.

Zoning Administrator Chard explained to the town board what the Environmental Scorecard was. She made copies for everyone and will be passing them out later. She stated that the information for it was derived from the meeting held at Lyndon Township with regard to conservation design.

Zoning Administrator Chard then presented the Planning Commission Year End Report to the town board. One variance – three feedlot documents – 41 permits issued of which 5 were new home, one was a home addition. Real estate certificates C4D paid off, 19 land and home purchases/exchanges; 8 one lot plats, 2 larger plats just starting out, one plat close out and two rezoning.

Zoning Administrator Chard then reported that the positions of Planning Commissioners Pat Smoley and Steve Vouk are up this year. These positions will be advertised once in the newspaper.

Zoning Administrator Chard then let the town board that they are currently under budget for this year.

Roads were discussed next. Chairman Lyon reported that he received a proposal from Duffy Engineering for Sign Retro Reflectivity Maintenance Program (\$1,000) and Existing Sign Assessment (\$2,000). A written plan needs to be put into place before 2012. A motion was made by Chairman Lyon to accept the proposal; it was seconded by Supervisor Stang; all in favor, motion carried.

Supervisor Stang reported that he obtained feedback from the website with regard to mailbox that had been pushed over by snowplow. The issue has been brought up with JR Ferche. An e-mail was provided and contact has been made with the resident.

Chairman Lyon reported that Tom Huls had contacted him wanting to know if it was okay to go ahead and order enough crackfill for ¼ of the township roads since he thought we could start doing the township roads every four years instead of three since the material he is currently using is holding up so well. He let Chairman Lyon know that he did not know his price for installing the crackfill would be this year, but he did not think it would be a drastic increase. A motion was made by Supervisor Friedrich, seconded by Supervisor Stang to order the crackfill material and have him provide his price for installation as soon as he could; all in favor, motion carried.

Road Boss Pat Smoley reported that there were issues with people pushing snow onto township roadways.

New Business was next on the agenda.

The annual meeting was discussed. Zoning Administrator Chard will be putting the agenda items together for the annual meeting. We will finalize it at our March 1 meeting. Deputy Clerk Weber will be drafting the Newsletter. She will send it out to all of us to review.

Recycle Day will be brought up at the annual meeting.

Zoning Administrator Chard provided a draft of the wastewater proposal for service provider (RFP) to the town board. She explained that we will be looking for a Class C operator for the Opole system. A motion was made by Chairman Lyon to post for this service provider. It was seconded by Supervisor Stang; all in favor, motion carried. The proposals will be needed to be received by the March meeting.

There was no public input.

The mail was then reviewed.

The coat rack has been tabled for now.

Zoning Administrator reported that she talked to George at KLN about virus renewal for our laptops.

The town board has approved purchase of the notary stamps for the Clerk and Deputy Clerk.

Zoning Administrator Chard indicated that she received a letter from the County with regard to commercial dog breeders.

There being no further business to discuss, a motion to adjourn this meeting was made by Supervisor Stang and it was seconded by Chairman Lyon; all in favor, motion carried.

Debra Determan, Clerk

(Approved at the March 1, 2011 regular meeting) _____
Joseph Lyon, Chairman