



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

[WWW.BROCKWAYTOWNSHIP.GOVOFFICE.COM](http://WWW.BROCKWAYTOWNSHIP.GOVOFFICE.COM)

David Friedrich, Chairman  
Duane Douvier, Supervisor  
George Fiedler, Supervisor  
Connie Pesta, Town Clerk  
Becky McGowan, Treasurer

Approved

**MEETING MINUTES**

**1. Call to Order:**

- A. On this 13<sup>th</sup>, day of October, 2015 the Regular Monthly Meeting was called to order at 7:30 PM.
- B. The Pledge of Allegiance was recited.
- C. All members were present, along with Zoning Administrator Bridget Chard. Sign in sheet is attached.
- D. *A motion was made by Supervisor Fiedler to approve the agenda as amended which was seconded by Supervisor Douvier; all in favor, motion carried.*

**2. Clerk's Report:**

- A. **September 8, 2015 Regular Meeting Minutes.** *A motion was made by Supervisor Fiedler to approve the September 8, 2015 Regular Board Meeting Minutes which was seconded by Supervisor Douvier; all in favor, motion carried.*

**3. Treasurer's Report:**

- A. **Treasurer Report on Accounts for September 2015 / Move to approve.** *A motion was made by Supervisor Fiedler to approve the Treasurer's September 2015 Report which was seconded by Supervisor Douvier; all in favor, motion carried.*
- B. **Approval of Claims.** *A motion was made by Supervisor Douvier to approve Claim No. 21165 - 21188 which was seconded by Supervisor Fiedler; all in favor, motion carried.*
- C. **Opole:**
  1. **Hearing on Unpaid Service Charges-** Resolution to Adopt/Certification (see separate agenda and minutes).
  2. **Set-up for Opole Information Meeting-set date and time/mailings and postings.** *A motion was made by Supervisor Fiedler to set the Opole Informational Meeting for 6:30 pm on November 10, 2015, which was seconded by Supervisor Douvier, all in favor; motion carried.*
  3. **Quarterly Report.** Zoning Administrator Chard gave a recap of the Opole Quarterly Report
  4. **Proposals for SSD Hook-up design/ move to approve.** Zoning Administrator gave a recap of the proposals that were received. *A motion was made by Supervisor Fiedler to accept the lowest proposal from Haakanson Anderson.; which was seconded by Supervisor Douvier, all in favor, motion carried.*
  5. **Billing for Dullinger Property to date.** Zoning Administrator will put the costs together and submit a bill.

**4. Public Input:** There was none.

**5. Planning & Zoning:**

**A. Land Requests:**

1. **Administrative Subdivision/Land Splits/Section 19/Certification of Conformity.** Zoning Administrator Chard presented the information to the Board. *A motion was made by Supervisor Fiedler to approve the Subdivision Land Splits and issue a Certificate of Conformity which was seconded by Supervisor Douvier, all in favor; motion carried. (Findings to be attached)*

**6. Old Business:**

**MISSION STATEMENT**

**The Mission of the Town of Brockway is to:**

Preserve our Natural Resources  
Keep Governmental Service Simple and Cost Effective  
Protect the Right to Continue Agricultural Uses  
Preserve the Character of the Community; and  
Safeguard Property Rights

**Brockway Township is an Equal Opportunity Provider and Employer**

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**A. Roads-**

1. Stearns County-Clarification on Roads / 382<sup>nd</sup> St. Todd Pogatchnik, landowner appeared before the Town Board requesting approval to build a structure closer to the road (382<sup>nd</sup> Street). The history was discussed. *A motion was made by Supervisor Fiedler, seconded by Supervisor Douvier to recommend approval of the structure to Stearns County, all in favor: motion carried. Supervisor Fiedler to send email to County of approval.*
2. Legatt Driveway Permit – move to approve permit as it stands. Zoning Administrator Chard gave the Board an update on the permit. *A motion was made by Supervisor Fiedler to approve the driveway permit from 11/18/12 as it stands, which was seconded by Supervisor Douvier, all in favor; motion carried.*
3. Aggregate Letters – Zoning Administrator Chard sent out letters with a cover letter, the County's Ordinance on aggregate, forms and how to submit on the Stearns County website. There was one reply (Butler) that they no longer have an aggregate pit on their property.
4. 2015 Township Road Mileage Certification. Brockway Township has 57.1 miles.

**B. Planning Commission-**

1. Plat Work / this month. Zoning Administrator Chard stated that there will be a Planning Commission Meeting this month.
2. Ordinance revised – move to adopt and publish. Zoning Administrator Chard reviewed the ordinance revisions with the Board. *A motion was made by Supervisor Fiedler to adopt and publish Ordinance 13.10.15, which was seconded by Supervisor Friedrich, all in favor; motion carried.*
3. Transitioning / Bylaws. ZA Chard stated that there will need to be additional work done prior to the first of the year such as Bylaws, schedules, and some miscellaneous things for the transition.

**C. MS4 Work – ERP Plan / Move to approve and submit to USDA**

1. Sign 2014 Audit. Supervisor Fiedler signed the audit for 2014. This will be put on the Web-site.
2. ERP Plan. Supervisor Fiedler requested to table this until the November meeting.

**7. New Business:**

**A. Personnel Descriptions-** Zoning Administrator Chard will finish out the descriptions.

**B. Pine Point Road-** Supervisor Friedrich gave the Board an update on the work done on Pine Point Road.

**8. Mail/Miscellaneous:**

1. The Semi-Annual Meeting of the Town Officers Association of Stearns County will be held on Thursday, October 29, 2015 at 8 PM at the Freeport Community Center in Freeport Minnesota.
2. Supervisor Friedrich updated the Board that Mid Central Door will come next week to fix the door opener.

**9. Public Input: None**

***A motion to recess the Regular Monthly Meeting until October 29, 2015 at 7:00 pm, was made at 9:30 pm by Supervisor Fiedler, which was seconded by Supervisor Douvier, all in favor, motion carried.***

**The Regular Meeting was re-opened on October 29, 2015 at 7:00 pm, all members were present including Zoning Admin Chard.**

Zoning Administrator Chard presented the two quotes that were received for the Opole Dullinger Project. One from JR Ferche and One from Burski. *A motion was made by Supervisor Friedrich to accept the quote from Burski, which was seconded by Supervisor Douvier; all in favor, motion carried. A motion was made by Supervisor Fiedler to pay for the work to be done out of the Road and Bridge Fund, which was seconded by Supervisor Douvier; all in favor, motion carried*

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*A motion to adjourn the meeting at 7:45 pm was made by Supervisor Fiedler, which was seconded by Supervisor Douvier; all in favor; motion carried.*

Respectfully Submitted:

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Connie Pesta, Clerk  
Brockway Township

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David Friedrich, Chairman  
Brockway Township

Date Approved \_\_\_\_\_

Amendments \_\_\_\_\_

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