

Hollywood Township Monthly Meeting Minutes

Monday, September 9, 2019

7:00 Pm Hollywood Township Shed

Present: Chair Mike Lynch, Supervisors Ron Kassulker, Bruce Fillbrandt, Clerk Pam Henry-Neaton, Treasurer Mary Fillbrandt. Also present: Township maintenance Bruce Osborn.

- 1) Chairman Lynch called the meeting to order at 7:00 PM
 - a. Pledge of Allegiance was recited.
- 2) **Agenda** – Chairman Lynch asked that the driveway permit for Daryl Barfnecht be added. Clerk Henry-Neaton also said to add the building permits. Ron made motion to approve, seconded by Bruce F., MSC (3-0-0)
- 3) **Minutes** – Board reviewed and approved the minutes from the August 12, 2019 meeting. Motion by Ron to approve, seconded by Bruce F., MSC. (3-0-0)
- 4) **Claims and disbursements** - Claims in the amount of \$9,618.11 and disbursements in the amount of \$6,159.04 for a total of \$15,777.15 were presented. Motion by Ron to approve claims and disbursements in the amount of \$15,777.15, seconded by Bruce F., MSC. (3-0-0).

Clerk Henry-Neaton presented a revised August disbursements register. There was a mistake on it for Chairman Lynch’s check for the month of August (meeting pay and helping with the gravel on township roads). It was entered as \$352.50 and should have been \$325.54. It has been changed in our accounting system, Ron made motion to accept revised report, seconded by Bruce F., MSC. (3-0-0).

Treasurer Fillbrandt gave the treasurer’s August 2019 report as follows:

Beginning Balance	\$25,770.01	
Transfer from Money Market (General \$4,773.44, R & B \$74,784.49)	\$79,557.93	
Broadband (R & B tower rent)	200.00	
Interest (General)	<u>\$ 1.12</u>	
Total Balance Plus Deposits and Interest	\$105,529.06	
Disbursements		
General Claims \$ 897.03	Disbursements \$3,876.41	\$ 4,773.44
R & B Claims \$71,158.30	Disbursements \$3,826.19	<u>\$74,984.49</u>
		\$79,757.93
Subtract mistake from check #5680		<u>\$ 26.96</u>
		\$79,730.97
Add outstanding checks from last month (Reconciled)		<u>\$ 1,302.92</u>
		\$81,033.89
Outstanding check Bruce Osborn	<u>\$730.00</u>	
Checkbook balance 7/30/19		\$25,225.17
Checkbook balance less outstanding check		\$24,495.17

Money Market accounts

General

Balance	\$24,343.73
PERA Aid	\$ 86.50
Interest	<u>\$ 364.99</u>
	\$24,795.22
Claims and Dis.	\$ 4,773.44
Total in General	\$20,021.78

Fire

Balance	\$33,304.17
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Capital Equipment

Balance	\$25,524.18
CC Trans Fines	<u>\$ 256.63</u>

Road and Bridge

Balance	\$186,611.13
Township Aid	<u>\$ 1,771.50</u>
	\$188,382.63
Claims and Dis	\$ 74,784.49
Total and Road and Bridge	\$113,598.14

Total in all Money Market Accounts	\$192,704.90
Total in all Money Market Accounts and Checking	\$217,200.07

2018 August checking 9,433.92 Money Market \$230,956.57 Total in Both \$240,390.09

Claims and disbursements for September:

Need approval to pay September bills in the amount of \$15,777.15

Disbursements

General	\$3,183.25
R & B	<u>\$2,975.79</u>
	\$6,159.04

Claims

General	\$1,413.11
R & B	<u>\$8,205.00</u>
	\$9,618.11

Ron made motion to approve treasurer's report for August 2019, seconded by Bruce F., MSC.

- 5) **Public Comment:** Ken Johnson asked if there was any news on the fuel spill: The reimbursement request has been sent in. Clerk Henry-Neaton contacted the company who submitted the request on behalf of Hollywood Township, the woman who submitted it said it could take up to 6 weeks for it to be reviewed. Bruce said he had talked to her and found out that the state had not received it yet. She would check into it.

6) New Business:

- a. Liquor Licenses:
 - i. Hollywood Store – motion by Ron, seconded by Bruce F., to approve liquor license, MSC. (3-0-0)
 - ii. Hollywood Roadhouse – motion by Ron, seconded by Bruce F., to approve liquor license, MSC. (3-0-0)
- b. New Germany Fire Chief and Mayor representing New Germany Fire Department
No one was present.
- c. Levy for 2020 – Clerk Henry-Neaton informed the board that the township levy form is due to the County by September 30, 2019. Bruce F. made motion to approve the 2020 levy in the amount of \$330,000.00, seconded by Ron, MSC. (3-0-0)
- d. MAT 2019 Annual Conference – Clerk Henry-Neaton asked if any of the board members were going to the Annual Conference. Ron said he would be attending.
- e. Pre-buy propane agreement – Clerk Henry-Neaton asked the board what they would like to do about pre – buy for the township shed. After discussion, it was decided to purchase 1200 gallons with Bruce F. making the motion, seconded by Ron, MSC. (3-0-0).

7) Old Business:

- a. 16th St. Bridge
 - i. Temporary and permanent easement for Jeff and Allison Neaton – Ron made motion to approve, seconded by Bruce F., MSC (3-0-0)
 - ii. Temporary and permanent easement and memorandum of understanding with Stephen and Merijo Strandquist – Ron made motion to approve both easements and memorandum of understanding in the amount of \$99.00 for temporary easement and \$4,117,08 for permanent easement, seconded by Bruce F., MSC. (3-0-0)
 - iii. Temporary and permanent easement and memorandum of understanding for Linda Strandquist – Ron made motion to approve both easements and memorandum in the amount of \$30.77 for temporary easement and \$3,868.80 for permanent easement, seconded by Bruce F., MSC (3-0-0). The Memorandum of Understanding was also changed to reflect the proper footage of 24,075.
 - iv. All parties involved with payments will receive them after easements have been recorded.
- b. Water Plan – the board was informed that we had received a new copy of the Carver County Plan.

8) Reports:

- a. Mayer Fire department – none
- b. Carver County Sheriff's office – none

- c. Supervisor's report – Bruce F. and Ron reported on the District 4 meeting held in Glencoe . Bruce F will work on getting the flag before the next meeting. Motion made by Ron to reimburse Bruce F., seconded by Mike. MSC (2-0-1) Bruce abstained

- d. Clerk report –
 - i. Clerk Henry-Neaton informed the board that they received a letter from the county regarding property in the township that is not up to code.
 - ii. A letter was received from the Sheriff's office regarding work to be done on the tower in October. It does not involve any updates, just maintenance on equipment.
 - iii. We will receive a discount on the UFC bill because payment will be made earlier than usual.
 - iv. Time clock has been purchased and Bruce O. has been using it.
 - v. Discussion was held on Bruce's phone that he uses for the township. He is having problems with reception.
 - vi. A sign was made for the end of the township's driveway to tell residents of the clean up event. Nothing was left with the township. She spoke to a Carver County employee at the clean up and it seemed to be going well.
 - vii. Clerk Henry-Neaton asked if she should continue to pursue looking into an employee manuel. The board said yes.

- e. **Bruce O. report** – Dust control was discussed on Vega Ave., Ron said he felt dustcoating really helps the roads. He said Vega turned out well after the work was done on it. Bruce O. reported that he has been mowing road ditches. Bruce said that both Mark Sundblad and Daryl Barfnecht's driveways need to be looked at. Ron will go with him. Bruce O. reported that he had to fix a pick up tire again. He had a quote from Hollywood Auto for all new tires on the pick up for \$757.21. Motion was made by Ron to purchase new tires not to exceed the amount of \$760.00 , seconded by Bruce F., MSC (3-0-0) Bruce O. said he would be taking off a day to attend Wasterwater training as he wants to keep his license up for that.

9) Additions:

- a. Building permits were reviewed.
- b. Daryl Barfnecht presented a permit for a driveway. Discussion was held. Mr. Barfnecht filled out the permit and paid the fee.

10) Upcoming meeting – Monday, October 14, 2019 7:00 PM

11) Meeting adjourned with motion from Ron, seconded by Mike at 8:54 PM, MSC (3-0-0)

Chair Mike Lynch

Clerk Pam Henry-Neaton

