**Hollywood Township Monthly Meeting Minutes**

**Monday, January 11, 2021**

**Meeting was held after the organizational meeting, started at approximately 7:21 PM**

Present: Chairman Ron Kassulker, Supervisors Bruce Fillbrandt and Mark Meuffels, Clerk Pam Henry-Neaton, Treasurer Mary Fillbrandt. Also, township maintenance employee, Bruce Osborn.

1. Chairman Kassulker called meeting to order at 7:21 PM.
2. Minutes:
   1. December 14, 2020 monthly meeting – Mark made motion to approve the minutes, seconded by Ron, MSC (3-0-0)
3. Treasurer report: Mary gave report as follows:

Monthly Report for December 2020

|  |  |
| --- | --- |
| **Beginning Balance Public Government Account #40010** | **$ 31,631.51** |
| Transfer from Money Market  Gen. $ 18,759.14 R&B $ 13,647.91 | $ 32,407.05 |
| Broadband (Tower Rent) | $ 200.00 |
| Interest | $ 1.58 |
| **Total Balance Plus Deposit and Interest** | **$ 64,240.14** |

Disbursements

|  |  |  |  |
| --- | --- | --- | --- |
|  | General Claims $ 15,046.12 Disb. $ 3,713.02 | | $ 18,759.14 |
| R&B Claims $ 9,190.50 Disb. $ 4,657.41 | | $ 13,847.91 |
| Total | | $ 32,607.05 |
| Needed to add 3 voided Checks totaling (They were subtracted twice) | | | 718.22 |
| **Public Government Account Balance 12/31/2020** | | | **$ 32,351.31** |
| Outstanding Check | | Security Sound | $ 225.49 |
|  | | |  |
|  | Bank Balance 12/31/2020 | | $ 32,576.80 |

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Money Market Account #301336

|  |  |
| --- | --- |
| GENERAL | |
| Balance | $ 16,281.45 |
| Interest | $ 60.68 |
| CC Settlment | $ 27,633.06 |
| CC Settlment | $ 20.99 |
| Delinquint Taxes | $ 106.96 |
| Claims | $ 15,046.12 |
| Disb. | $ 3,713.02 |
| Balance 12/17/20 | $ 25,344.00 |
|  | |
| ROAD & BRIDGE | |
| Balance | $ 95,498.27 |
| CC Settlment | $ 59,695.52 |
| CC Settlment | $ 45.22 |
| CC Settlment | $ 20.49 |
| Claims | $ 9,190.50 |
| Disb. | $ 4,457.41 |
| Balance 12/17/20 | $ 141,611.59 |

|  |  |  |
| --- | --- | --- |
| CAPITAL EQUIPMENT | | |
| Balance | | $ 77,799.05 |
| Court Fees | | $ 26.66 |
| CC Settlment | | $ 12,778.61 |
| CC Settlment | | $ 9.69 |
|  | |  |
| Balance 12/17/2020 | | $ 90,614.01 |
|  | | |
| FIRE | | |
|  | Balance | $ 21,835.66 |
|  | CC Settlment | $ 40,497.85 |
|  | CC Settlment | $ 30.68 |
| Balance 12/17/20 | | $ 62,364.19 |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Balance in Money Market Accounts | | | $ 319,933.79 |  | | | |
| Balance in Pub Government Account | | | $ 32,351.31 |
| Balance in Both Accounts | | | $ 352,285.10 |
| January Bills Need Approval to Pay All January Bills in the Amount of | | | | | | | $ 32,791.92 |
| Claims | | | | | | |  |
| General | $ 358.31 | Road & Bridge | $ 5,997.08 | Fire | $ 20,103.77 | Total | $ 26,459.16 |
| Disbursements | | | | | | |  |
| General | $ 2,858.33 | Road & Bridge | $ 3,474.43 | | | Total | $ 6,332.76 |

1. Public Comment – none
2. New Business:
   1. Building permits
      1. Gary Kubasch
      2. Robert and Jodie Dobratz
      3. Virgil Sherping Revocable trust
   2. MN Pollution Control Hearing – informational hearing will be held Tuesday, February 4, 2021 at 2 PM. This is for proposed amendments to rules governing water quality.
   3. Annual Meeting – Discussion was held on having the Annual meeting in the Township Shed instead of meeting room if the space requirements are still in effect then. It will also be available over phone, the Annual Meeting is Tuesday, March 9 at 7:30 PM.

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* 1. New Germany Fire Department contract – contract is for 2021. Mark made motion to sign contract, seconded by Ron, MSC. (2-0-1) Bruce F. abstained.
  2. Trainings – information about training that the MN Township Association has available via website.

1. Old Business:
   1. Jeff Muonio – lots on Sally Ave. – Discussion was held on the lots which are located in Watertown township and the driveways that would come onto Sally Ave. in Hollywood Township. Clerk Henry-Neaton had contacted the MN Township Attorney regarding this and the board was told they must grant access to the lots. Concern was expressed by the township board where the driveways would be located. The owners were asked about having the lots share a driveway, the owners did not want to do this because it can get tricky. The location of the driveways also will be addressed by the Carver County Planning and Zoning. (Clerk Henry-Neaton included this on the Township form that goes to the P and Z.) There was also talk of the prescribed easement of 33 feet. Bruce F. made motion to approve, seconded by Mark, MSC. Ron voted no. (2-1-0).
   2. Planning and Zoning draft – this was tabled from last month and was again tabled
   3. Luceline agreement – this was tabled from last month and was again tabled.
   4. Brue Osborn review – Discussion was held on number of Holidays that Bruce O receives. Watertown Township Maintenance Employee gets 10 days per year. Bruce O. currently gets 6 per year, it was discussed to give Bruce O. 2 more days, these would be ½ days (afternoon) of Christmas Eve and New Year’s Eve days and the Friday after Thanksgiving.

He is currently getting 13 days’ vacation per year; this will stay the same. Mark made motion to approve the 2 additional Holidays and keeping the vacation as is, seconded by Bruce F., MSC. (3-0-0)

Ron spoke and said Bruce should get a raise of $1 per hour, Bruce F. expressed his concerns and opposition. The raise died for lack of a motion. Discussion was held on the PPE stipend, Clerk Henry-Neaton checked with Carver County how they did it and Mark also explained how it worked for him. Mark made motion to pay Bruce O. $250 per year to be paid in January for his purchase of PPE. His health stipend and cell phone allowance will stay the same, seconded by Bruce F., MSC (3-0-0), Clerk Henry will pay the PPE stipend to Bruce O. with his February health insurance and cell phone stipend.

* 1. 30th St. – Discussion was held on the grant available from The LRIP (Local Road Improvement Program) through the State of MN. Mark spoke about how he is working on it with the county engineer and someone at the county who writes grants. He plans would be to dig out the road and put in a good base from Cty Rd 33 to the McLeod County Line. It is estimated to the project would cost $500,000 to $700,000 to do this. Bruce F., made a motion for Mark to continue to pursue the grant process, seconded by Ron, MSC (2-0-1). Mark abstained.

1. Reports:
   1. Mayer Fire Department – none at this time
   2. Supervisor report – Ron spoke about setting up a schedule for purchasing equipment. Equipment to plan for would be a grader in the next two years. Mark spoke about what the county does and he will check how their plan works.
   3. Clerk’s report – Clerk Henry-Neaton reported the billing has been done for the tower to Carver County, the reimbursement has been requested for recycling and ditch clean up,

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she spent a considerable amount of time with the state to get the CTAS program up and running after the township computer crashed. At this point there is no need to purchase another computer. Clerk Henry-Neaton explained that the CTAS data was lost for part of 2019 and all of 2020. Talking with the state auditor, she said she was told she would only need to do 2020 because the 2019 year was submitted and had no discrepancies and we have hard copy of all of it. She asked the board what they wanted her to do. Mark made motion to only redo and enter the 2020 year, seconded by Bruce F., MSC (3-0-0).

Clerk Henry-Neaton said she ran into problems with getting Microsoft for the township, Treasurer Fillbrandt will work on it. She also mentioned that David Hann who was the Executive Director for MN Township Association has resigned. They are looking for someone to replace him.

* 1. Bruce O. report - He has had some repairs made to equipment, router had to be replaced and power steering. The two front tires of the grader need to be taken off and rubber rotated. He has been checking roads and working on getting snowpack off but feels it makes it worse in some places.

1. Additions – none
2. Next meetings:
   1. Monthly Monday, February 8, 2021 7:00 PM
   2. Board of Audit, Monday, February 22, 2021 7:00 PM

Clerk Henry-Neaton mentioned that if there is a need for more meetings regarding 30th St, that cannot wait for monthly meeting, a meeting could be held just need to know enough ahead of time to get it posted.

1. Adjourn – Bruce F. made motion to adjourn, seconded by Mark, MSC (3-0-0) 9:00 PM

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Chairman Bruce Fillbrandt

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Clerk Pam Henry-Neaton