

## Hollywood Township Monthly Meeting minutes

**Monday, February 14, 2022 – 7 PM**

### Hollywood Township Shed

Present : Chairman Ron Kassulker, Supervisor Mark Meuffels, Treasurer Mary Filbrandt, Clerk Pam Henry-Neaton. Also present Township Employee Bruce Osborn. Absent Supervisor Bruce Filbrandt

- 1) Chairman Kassulker called meeting to order at 7 pm.
- 2) Pledge of Allegiance was recited
- 3) Approval of agenda: Ron made motion to approve agenda with the addition of Fee Schedule and MN Benefit Association info, seconded by Mark, MSC (2-0-0). These were added to number 10.
- 4) Minutes: Mark made motion to approve the minutes from the January 10, 2022 monthly meeting, seconded by Ron, MSC. (2-0-0)
- 5) Treasurer’s report: Treasurer Mary Filbrandt gave the following report for the month of February.

Monthly Report  
for January 2022  
Mary Fillbrandt  
Treasurer

<b>Beginning Balance Public Government Account</b>				<b>\$32,344.76</b>
Transfer from Money Market Account				
Claims- Gen	\$395.27	R&B	\$5,187.06	
Disb. Gen	\$2,067.30	R&B	\$5,336.43	
Broadband (January Tower Rent)			\$200.00	
Interest			\$0.62	
<b>Total Balance Plus Deposit and Interest</b>				<b>\$45,531.44</b>

<b>Disbursements</b>				
<b>Claims-Gen</b>	<b>\$395.27</b>	<b>R&amp;B</b>	<b>\$5,187.06</b>	
<b>Disb.- Gen</b>	<b>\$2,067.30</b>	<b>R&amp;B</b>	<b>\$5,536.43</b>	
<b>Total Disbursements</b>			<b>\$13,186.06</b>	
<b>Public Government Account Balance 1/31/2022</b>				<b>\$32,345.38</b>

	Outstanding Checks	Contech	\$3,836.55
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Bank Balance in Public Government Account 1/31/2022

\$36,181.93

Money Market Account

GENERAL	
Balance 12/16/21	\$35,232.70
<b>Claims</b>	<b>\$395.27</b>
<b>Disb.</b>	<b>\$2,067.30</b>
Interest 12/31/21	\$16.11
St. Trans. Ag Pres.1/14/22	\$7,282.98
MV Credit 12/23/21	\$7,082.22
Balance 1/20/22	\$47,151.44

12/28/2021

CAPITAL EQUIPMENT	
Balance 12/16/21	\$142,400.16
O/L transfer for 1 Ton Trk	\$49,206.00
Fine Fees 1/12/22	\$136.62
Trans/R&B for tower rent	\$2,400.00
Balance 1/20/22	\$95,730.78
FIRE	
Balance 1/20/22	\$47,543.07

ROAD & BRIDGE	
Balance 12/16/21	\$79,027.39
<b>Claims</b>	<b>\$5,187.06</b>
<b>Dis. Less 200 for Tow. Rent</b>	<b>\$5,336.43</b>
<b>Trans. to Cap. Eq. tow rent</b>	<b>\$2,400.00</b>
Township Aid 12/23/21	\$1,939.50
Balance 1/20/22	\$68,043.40

AMERICAN RESCUE PLAN	
Balance 1/20/22	\$58,092.07

Balance in All Money Market Accounts	
GENERAL	\$47,151.44
ROAD & BRIDGE	\$68,043.40
CAPITAL EQUIPMENT	\$95,730.78
FIRE	\$47,543.07
AMERICAN RESCUE PLAN	\$58,092.07
BALANCE ALL MM ACCTS.	\$316,560.76

BALANCE MM 1/20/22	\$316,560.76
BALANCE PGA 1/31/22	\$32,345.38
Spendable Balance	\$348,906.14

1/20/2022

Disbursements for the Month					
GENERAL	\$1,793.20	R&B	\$6,761.35	TOTAL	\$8,554.55
Claims for the Month					
GENERAL	\$1,809.05	R&B	\$901.24		
FIRE	\$36,677.81			TOTAL	\$39,388.10
<b>Need Approval to Pay the January Bills in the Amount of ...</b>					<b>\$47,942.65</b>

Mark made motion to approve Treasurer's report, Ron seconded. MSC (2-0-0)

b. Claims and disbursements: Mark made motion to pay claims and disbursements in the amount of \$47,942.65, seconded by Ron, MSC (2-0-0)

6. Public Comment: There was none

7. New Business:

a. Levy for 2023 – discussion was held on setting the levy for the 2023 year. This levy needs to be presented to the residents at the Annual Meeting on March 8, 2022. Each fund was reviewed for its receipts and disbursements. All funds' disbursements exceeded its receipts. For this reason, the board looked at increasing the levy in all areas except Capital Equipment. With the rising costs, the board felt they need to raise the levy for upcoming increase in disbursements. The board will continue to evaluate the levy and look at it at the Board of Audit meeting on February 28, 2022 before the levy will be presented at the Annual Meeting.

b. Annual Meeting Agenda – The March 8, 2022 Annual Meeting agenda was reviewed. The Board decided to raise the one time application fee to \$.82 per foot and two time application to \$1.35 per foot. It was also decided that there will now be a minimum of feet. It will be a minimum of 250 feet.

c. Recycling grant – Clerk Henry-Neaton informed the board that we received the grant for 2022 for ditch cleaning. Bruce O. asked about purchasing more vests for groups who clean the ditches. We will look at this in October if there is any money left from the ditch cleaning costs.

d. Carver County Water Management Organization – discussion was held on if cleaning out culverts would fall under this. There is a problem with the road by Wilson's nursery. This will be followed up on.

e. New Germany Fire Department update – an informational report was received by the board for review.

f. Winsted Fire Department Board – there is a meeting scheduled on February 24. Bruce F will attend as well as Township Representative Ken Johnson.

8) Old Business:

a. ARP monies

i. Door for building – Mark received a quote from a local contractor to replace current door with double doors, a wall would then divide people who are entering and leaving the township building. This is being considered because of the COVID protocol. Money from the ARP funds can be used to do this. Quote was approximately \$19,000. He will continue to get more information.

ii. Clerk Henry-Neaton brought up the lighting that has been discussed before for the outside of the building, The last election was difficult outside of the building because of lighting and she had to figure out portable lighting. Bruce O said he and Bruce F have talked about this after the past meeting. It is being worked on.

b. Employee contract – Mark made motion to approve the employment contract with Bruce O. with the addition of adding the verbiage 20 hours max for comp time under number 3. Number 3 will now read “ Comp time cannot be carried over from the year it is accumulated. Maximum number of comp hours are 20 hours. (The year is based on the hiring date)”, seconded Ron, MSC (2-0-0).

c. Updated meeting schedule – Clerk Henry-Neaton told the board she had put an incorrect date on the previous schedule so the updated one was in the packet.

9) Reports:

a. Mayer Fire Department – no reports

b. Carver County Sheriff’s Department

i. Report for 2021

c. Clerk’s report – Clerk Henry-Neaton reported the following:

i. The agreement with the DNR on the replacement of the Luceline culvert is finally been signed and we have received the reimbursement of \$400 to cover some of the costs.

ii. the money has been received from the county for the tower rent

iii. redistricting is being considered and we will know by the next monthly meeting.

iv. she has completed the reports for unemployment, workman’s comp report and Boundary Survey

v. she has also been working with Mary on the board of audit meeting

vi. she has been preparing for the Annual Meeting.

vii. she said the short courses in March will be virtual and will have more info at next month’s meeting.

d. Supervisor’s report – Mark had a letter from township residents who were affected when Maintenance Employee Bruce Osborn took down a power line with the dump box while spreading ice chips in January on a township road. The letter stated that the power was restored but the electrical mast on the house had to be fixed. The township’s insurance has been notified and will open a claim when we have information for them. Clerk Henry-Neaton will contact the insurance company to let them know what is happening.

e. Bruce’s report – Bruce O asked about getting 6 to 8 semi loads of inch and a quarter rock for 30<sup>th</sup> St. He also asked about the LRIP grant, we have not heard anything about it yet but Clerk Henry-Neaton asked that Mary Filbrandt’s daughter be involved with the grant writing and that she be paid. The board was agreeable to it.

Bruce O would like to purchase oil for the barrels in the shop, also purchase filters while they are on sale.

10) Additions:

i. Fees – Mark made motion to adopt fee schedule as it was last year, seconded by Ron, MSC (2-0-0)

ii. Clerk Henry-Neaton reviewed the Mn Benefits Association for board members. It is a type of life insurance. All the board would need to participate. No action was taken on it.

11) Upcoming meetings:

- a. Board of Audit, Monday, February 28, 2022 7:00 PM
- b. ANNUAL MEETING Tuesday, March 8, 2022 7:30 PM
- c. Monthly meeting Monday, March 14, 2022 7:00 PM

12) Adjourn. Mark made motion to adjourn at 9:08 PM, seconded by Ron, MSC (2-0-0)

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Chair Ron Kassulker

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Clerk Pam Henry-Neaton