

## Hollywood Township Monthly Meeting Minutes

**Monday, November 13, 2023 – 7 PM**

### Hollywood Township Shed

Present: Chairman Mark Meuffels, Supervisors Jeff Neaton and Bruce Fillbrandt, Treasurer Mary Fillbrandt, Clerk Pam Henry-Neaton. Also present Township Employee Bruce Osborn.

- 1) Chairman Meuffels called meeting to order at 7 PM.
- 2) Pledge of Allegiance was recited
- 3) Approval of agenda: Mark made motion to approve agenda with no additions, seconded by Bruce f., MSC. (3-0-0)
- 4) Minutes:
  - a. Bruce F made motion to approve October 9, 2023 monthly meeting minutes, seconded by Mark, MSC. (3-0-0)
- 5) Treasurer’s report: Treasurer Mary Fillbrandt gave report as follows:

Monthly Report for October

Beginning Balance Public Government Account	\$39,779.39
Interest	\$0.65
Deposit from Money Market Account	\$19,406.77
<b>Total Balance Plus Deposit and Interest</b>	<b>\$59,186.81</b>

Disbursements

Claims	General	\$570.45	R&B	\$2,033.35
	ARPA	\$9,700.00	Fire	
Disb.	General	\$1,831.83	R&B	\$5,271.14
ARPA				
<b>Total Disbursements</b>				<b>\$19,406.77</b>

JLR Garage Door (August)	\$17,947.06
Republic Services (September)	\$9.96
Fill Me Up (September)	\$192.95
Carver County Public Works (September)	\$319.76
<b>Subtract Outstanding Checks</b>	<b>\$18,469.73</b>
	\$39,780.04
<b>Bank Balance Public Government Account</b>	<b>\$21,310.31</b>

Money Market Account		CAPITAL EQUIPMENT	
GENERAL			
Balance	\$77,771.87	Balance	\$192,285.91
Claims	\$570.45	Broadband	\$200.00
Disb.	\$1,831.83	Court/Fine Fees	\$1,504.96
Interest	\$379.82	Cost Of Plow	\$9,700.00
		<b>Balance</b>	<b>\$184,290.87</b>
<b>Balance</b>	<b>\$75,749.41</b>		

ROAD & BRIDGE		ARPA	
Balance	\$50,502.60	Start	\$17,852.04
Claims	\$2,033.35		
Disb.	\$5,271.14		
<b>Balance</b>	<b>\$43,198.11</b>		

FIRE	Money Market	Balances	
Balance	\$20,934.08	General	\$75,749.41
		Road & Bridge	\$43,198.11
		Fire	\$20,934.08
		Capital Equipment	\$184,290.87
		ARPA	\$17,852.04
		<b>Balance in MM Acct.</b>	<b>\$342,024.51</b>

**Balance in Money Market and PGA** **\$526,315.38**

Jeff made motion to approve the October 2023 Claims & treasurer's report, seconded by Mark. MSC.  
Disbursements

Claims	
General	\$14,172.40

R&B	\$4,629.96
ARP	\$494.69
Total Claims	\$19,297.05
Disbursements	
General	\$1,758.66
R&B	\$6,588.90
Total Disb.	\$8,347.56
Total October Claims & Disbursements	
	\$27,644.61

Need Approval to Pay the October Bills in the Amount of	\$27,644.61
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Mary Fillbrandt Treasurer

Mark made motion to approve the claims and disbursements, seconded by Jeff. MSC. Jeff questioned the service fee of \$2.50 from FillMeUP, Clerk Henry-Neaton explained it is how it billed and when we get the bill. We don't always get it before the meeting.

October 2022 Balances

Money Market	Balances
General	\$56,758.46
Road & Bridge	\$46,476.78
Fire	\$35,038.14
Capital Equipment	\$136,201.22
ARPA	\$114,583.05
Balance in MM Acct.	\$389,057.65

Public comment: There was no public comment.

6) New Business:

- a. Scott Wakefield: Mr. Wakefield, representing Southwest Trail presented to the board his request for changing the routes of the snowmobile trails. The request involved 62<sup>nd</sup> st and Vega Ave. Some of the change is due to property that was sold and the new property owner does not want the trail on his land. Mark made motion to approve the use of Vega Ave and south side of 62<sup>nd</sup> St. for the trail, seconded by Bruce F, MSC. This is an agreement that needs to be renewed yearly.
- b. Application for utility permit: These permits for phone line drops and fiber optic.
  - i. Road crossing – 53<sup>rd</sup> St. Mark made motion to approve, seconded by Bruce F., MSC
  - ii. 4320 Vernon Ave – Mark made motion to approve, seconded by Jeff, MSC.
  - (3-0-0) iii. Utah Drive – Jeff made motion to approve, seconded by Mark, MSC (3-0-0) 11/13/2023 Page 4
- c. Ordinance of Right of Way – The clerk shared some information from other townships regarding right of ways. After a lengthy discussion, it was decided to table the issue and see what the county ordinance is.
- d. Earned Sick and Safe Time
  - i. Addition to the Employee Contract Agreement – Clerk Henry-Neaton told the board about a new law that goes into effect January 1, 2024 for employers and their employees. Employees that work 80 hours or more in a year are entitled to earn 1 hour of Sick and Safe time for every 30 hours they work. These hours can accumulate to 48 hours for one year. Also the board needed to decide how much time they would allow for total amount to carry. Mark made a motion to adopt Safe and Sick Time as stated under state guidelines for our township employee(s) with the maximum that can be accumulated to 80 hours, there is no buy out and it will be at the employee’s hourly rate, seconded by Jeff, MSC. (3-0-0).
- e. Building permits:
  - i. Troy Scherping
  - ii. Jean Sicheneder – septic
  - iii. Louie and Sandra Juncewski Trust  
No action was needed on the building permits, they were purely informational.
- f. 2023 MAT Annual Conference-December 7-9, 2023 Rivers Edge, St. Cloud. Board was given info regarding the conference.
- g. Cell Tower inquiry – a company contacted the township to see if they were interested in selling the tower. Discussion included that the county takes care of the maintenance of the land, plowing and mowing it. We do get revenue from the tower from the county and broadband. Mark made motion to notify the company that the township is not interested in selling it, seconded by Bruce F, MSC. (3-0-0)

- h. Election update – Clerk Henry-Neaton gave an update on the upcoming elections for 2024. Presidential election is Tuesday, March 5, primary is Tuesday, August 13 and General is Tuesday, November 5. She has contacted past judges to see if they are interested. There will be training for the presidential election on February 5, 2024. At this time she doesn't know the details regarding the training.

7) Old business:

- a. Driveway permits – discussion was held on items to be added to the permit for the driveways in the township. It was tabled but some of the discussion was the size of the culvert and 100 feet between driveways. And using the county guidelines.
- b. Excavating for installation of fiber optic lines/phone lines
  - i. Follow up with county – Bruce O. contacted the county and left messages. Mark said he had seen someone doing clean up. Bruce O. said the boxes are not staying together. Some of the pieces have been seen in the ditches.  
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- c. Carver County Solid Waste Grant – Clerk Henry-Neaton submitted a grant for ditch cleaning reimbursement and articles that need to be disposed of found in the ditches or on the roads.

8) Reports:

- a. Clerk's report – Clerk Henry-Neaton said she may or may not be able to attend the January 2024 meeting. That night also includes the organizational meeting that takes place before the monthly meeting. She asked the board if they want to change the date of the organizational meeting to the December 2023 monthly meeting. She said they can change it if they like. Mark made motion to change organizational meeting to Monday, December 11, 2023 monthly meeting, seconded by Jeff, MSC (30-0) The organizational meeting will start before the monthly meeting. Clerk HenryNeaton said she would do all the prep for the January meeting and ask Judy if she could be at the meeting as deputy clerk. She may or may not also be at the March monthly meeting and Annual meeting in 2024. She will know more about that later.
- b. Supervisor reports:
  - i. Mark – Mark said there was a mix up and a semi load of  $\frac{3}{4}$  minus rock was delivered to the township. The company offered to come back and pick it up, Mark felt the township should just keep it as they will need it at some point. Mark made motion to keep and pay for the rock and delivery (delivery cost is reduced.) , seconded by Bruce F., MSC. Jeff abstained. (2-0-1)
  - ii. Jeff – Jeff reported on the Watertown Fire Board meeting he attended. He said they now will have a full time salaried fire chief. Watertown Fire Department pays \$15.00 an hour to their firefighters.
  - iii. Bruce F. spoke about a residence that is located on the county road that has cut into the roadway. Mark will add it to the list when the county does their inspection on Thursday.
  - iv. Bruce O. – the doors have been completed and the fuel barrel has been fixed. The roof repair has also been done. The culvert restrictor has been

removed by the Stender/ Jopp property. He has fixed two mailboxes and one fire sign has been replaced.

Tractor tires are done but the tractor needs to go to Norwood, sender unit pressure hooked up to the computer, also clutch, will be done after the first of the year (January).

The solar garden on Highway 7 is not looking good.. Panels are falling out, trees are dying or dead. Discussion was held about the conditional use permit. Clerk Henry-Neaton will contact the county regarding it.

Bruce O. spoke about all the things he has found dumped in the ditches. He also said someone dropped off 2 boxes of paint at the back door.

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9) Bruce Osborn's review – November is the anniversary of Bruce's hiring date. The board asked him what he was looking for. Bruce mentioned Middleville and Victor are paying more. Bruce O asked for \$1.00 more. Clerk Henry-Neaton had info from Watertown township and Woodland township. Bruce is somewhere in the middle. Their maintenance people do not get any health insurance stipend. So that benefit is included in the wages and total package for Bruce. The board after discussion offered him a 3% raise what would amount to .86 cents per hour. That would bring his wage to \$29.47 per hour not including his stipend for health insurance. It is \$32.93 per hour including the stipend for health insurance. Mark made a motion to approve a 3% increase, seconded by Jeff, MSC (3-0-0). Bruce O asked about increasing his vacation days, after discussion of this it was tabled until the next meeting. 10) Additions – none

11) Upcoming meetings:

- a. Monthly Meeting – Monday, December 11, 2023 – 7 PM
- b. Fire Department meeting
  - i. Mayer TBD ( Mark)
- c. Carver County Association of Townships meeting – Tuesday, January 23, 2024
  - i. Agenda items suggestions

12) Adjourn – Mark made motion to adjourn, seconded by Jeff. MSC (3-0-0) Meeting adjourned at 8:55 PM.

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Chair Mark Meuffels

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Clerk Pam Henry-Neaton

