

WINDEMERE TOWNSHIP, PINE COUNTY, MINNESOTA

3084 Farm to Market Rd., Sturgeon Lake, MN 55783

Town Board Meeting Minutes, December 11, 2025

1. Meeting call to order at 5:30pm at 3048 Farm to Market, Sturgeon Lake, MN 55783 by Chairman Alan Overland. The meeting opened with the Pledge of Allegiance. Supervisors present: Alan Overland, Heidi Kroening, Tony Bahktiari. Planning Commission Chair Paul Horgen, Road Manager Vern Anderson
2. Approval of Agenda. No Additions. Motion by Bahktiari to approve the agenda, seconded by Kroening. Motion carried. Vote 3-0.
3. Clerk/Treasurer Updates.
 - a. Resignation of Paula Engstorm as Clerk/Treasurer. Immediate succession planning began to address continuity in clerical and treasury duties.
 - b. Update on Bank balances.
 - c. Mail – Close out of Covid Funds
 - d. Mail – Pine County Sheriff Public Comment /Hazard Mitigation Plan
4. Board Approvals
 - a. Overland confirmed all supervisors received a copy of the November meeting minutes. Motion by Bahktiari to approve the November minutes without change, seconded by Kroening. Motion carried. Vote 3-0.
 - b. Motion by Bahktiari to approve the treasurer report as presented, seconded by Kroening. Motion carried. Vote 3-0.
 - c. Overland confirmed all supervisors reviewed the claims – totals claims of \$25,853.86. Motion by Bahktiari to approve the claims in the amount of \$25,853.86, seconded by Kroening. Motion carried. Vote 3-0.
5. Public Input
 - a. Jude Stephens commented.
 - b. Corinne Youso commented.
 - c. John Menke commented.
 - d. Brett Skog commented.
 - e. Wendell Swenson commented.
6. New Business

- a. Motion by Bahktiari to approve a three-year contract with Walker, Girouz, & Hahnes, Certified Public Accountants & Consultants, seconded by Kroening. Motion carried. Vote 3-0.

7. Old Business

- a. Assign Planning Commission Member. Motion by Overland to confirm Corinne Youso to the Planning Commission for a three-year term, seconded by Bahktiari. Motion carried. Vote 3-0.
- b. Resolution for Lake Reclassification. Motion by Overland to pass the resolution for the reclassification of body of water by the Minnesota Department of Natural Resources (DNR) for four bodies of water (Lake ID 58006400, 58006500, 58006600 – Little North Sturgeon, 58007200) in the township, seconded by Bahktiari. Overland Aye, Bahktiari Aye, Kroening Nay. Motion carried. Vote 2-1.
- c. Update Zoning Fees. Motion by Bahktiari to approve the Planning Commission recommendation for new zoning fees effective 01/01/2026, seconded by Overland. Motion carried. Vote 3-0.
- d. STR Ordinance. Motion by Bahktiari to approve Ordinance No. 2025-ORD007, An Ordinance Adopting Regulations on Short Term Rentals within Windemere Township, seconded by Kroening. Motion carried. Vote 3-0.

8. Board of Supervisor Other. Bahktiari thanked Paula Engstorm for her service.

9. Road Update

- a. Anderson reported on the snow removal process on 44 miles of roads with asphalt roads given priority on highly populated traffic routes then gravel roads.
- b. The December 10, 2025 storm required extra time to widen the roadway and clear corners to improve visibility.

10. Planning Commission

- a. Chair Paul Horgen reported on the volume of work the planning commission has worked on over 2024-2025.
- b. WSB has been very instrumental with the 2015 Zoning Ordinance updates but acknowledges the Zoning Moratorium may need to be extended to meet all regulatory refinements, public meetings and final board approval for the new zoning ordinance.
- c. Horgen's term ends as of December 31, 2025.

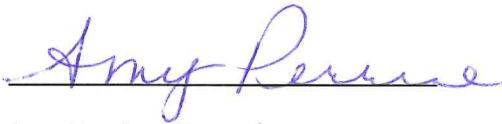
11. Other – Temporary Clerk/Treasurer

- a. Motion by Overland to appoint Horgen as temporary Clerk/Treasurer, seconded by Bahktiari. Motion carried. Vote 3-0. Horgen will request Ron Mossberg's assistance in preparing the financials for the mandatory audit. Engstorm will create a job description for the Clerk/Treasurer position. The position will be posted in the paper and on the website. Discussion on Clerk/Treasurer has the

authority to appoint resident or non-resident person(s) for the Deputy Clerk or Deputy Treasurer positions.

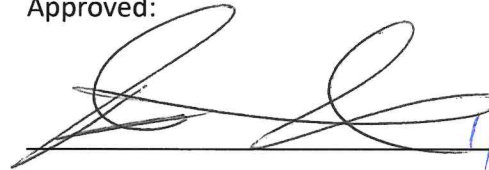
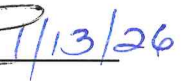
12. Motion by Bahktiari to adjourn the meeting at 7:08pm, seconded by Kroening. Motion carried. Vote 3-0.

Respectfully Submitted,



Amy Perrine, Recorder

Approved:

Alan Overland, Chairman

Date