

Meeting of the Windemere Township Board - March 12, 2020

The meeting was called to order at 6:30 PM by Chairman, John Wesely. Others present were Supervisor Heidi Kroening, Treasurer Ron Mossberg, and Clerk Scott Danelski.

BOARD OF SUPERVISOR VACANCY :

First order of business was to fill the vacant seat on the Windemere Township Board of Supervisors. Five letters of interest were submitted to the township and are listed here in order of submittal; John Menke, Mark Dunaski, Dennis Genereau, Chris McDowell, and Jill Richards. One of the letters of interest was submitted after the posted deadline, and one individual pulled their name from consideration leaving three individuals with whom the Board could use to make a nomination. All letters of interest were distributed to the Board members prior to the Board meeting for review. The Clerk called for a nomination to fill the vacant seat on the Board of Supervisors. Chairman Wesely nominated Dennis Genereau. The Clerk called for any further nominations and no other nominations were made. Nominations were closed. Motion by Wesely, seconded by Kroening to appoint Dennis Genereau to the vacant seat on the Windemere Township Board of Supervisors for a term expiring December 31st, 2020. Roll-Call Vote taken. Wesely – Aye, Kroening – Aye, Danelski – Aye. Motion passed, 3 Aye – 0 Nay.

WINDEMERE TOWNSHIP BOARD VICE-CHAIRPERSON :

The Vice-Chairperson on the Windemere Town Board was discussed. Chairman Wesely made a nomination to appoint Supervisor Heidi Kroening as the Vice-Chairperson for the Board. Kroening accepted the nomination. Motion by Wesely, seconded by Kroening to appoint Supervisor Heidi Kroening as the Vice-Chairperson of the Windemere Township Board of Supervisors. Motion passed, 2 Aye – 0 Nay.

CLERK'S REPORT :

The Clerk's February 2020 report was read. Motion made by Wesely, second by Kroening to approve the Clerk's February 2020 report as submitted. Motion passed, 2 Aye – 0 Nay.

TREASURER'S REPORT :

Treasurer's February 2020 financial report was read. Motion by Wesely, seconded by Kroening to approve the Treasurer's February 2020 financial report as submitted. Motion passed, 2 Aye – 0 Nay.

PUBLIC INPUT :

Paul Horgen was present to discuss that he believes that Windemere township should have a Township Administrator and also to discuss that the township should switch to a vendor model for completing the maintenance of township roads. Horgen presented a financial analysis comparing a vendor model vs the township's current Maintenance Department model. In Horgen's opinion by switching to the vendor model the township could potentially save 1.6 million dollars in taxes over the next 10 years.

Ron Buetow was present to thank the township officials for all of the work that they did when completing the township's 2020 budget. Buetow made comments regarding the defeat of the Board's recommended 2021 levy at the 2020 Annual Meeting and comments about the number of electorates who walked out of the Annual Meeting immediately following the vote for the 2021 levy.

OLD BUSINESS :

STURGEON ISLAND BRIDGE PRESERVATION COMMITTEE :

The Sturgeon Island Bridge Preservation Committee was discussed. Supervisor Kroening read a report from Sherry Lahti as she is currently out-of-state. The preservation committee held several meetings this past fall 2019. The committee members reached out to the MN Department of Transportation and had discussions about securing a variance for our bridge. In addition, the committee submitted a grant proposal in the fall of 2019 to the State of MN Historical Society asking for funding to assess the potential for our bridge to be eligible for the National Register of Historic Places. Unfortunately, the grant was denied, so we currently have no funds to pursue the historic preservation process. Other ideas for the raising of funds were a social media blitz, fund raisers, and community outreach have also been considered. Sherry Lahti also sent an additional letter stating she was resigning as the chairperson of the Sturgeon Island Bridge Preservation Committee.

Vern Anderson II was present and gave further updates for the Sturgeon Island Bridge Preservation Committee. The committee recently met with civil engineer Brian Miller of MSA Professional Services and he gave the committee a pre-evaluation of the bridge and stated that the substructure seemed to be adequate for restoration of the current bridge and that the biggest needs were to repair the approaches to the bridge. Other issues are more cosmetic (rust, paint, etc.) due to the lack of maintenance over the years. Mr. Miller was going to work with one of his partners at MSA that specializes in bridges and get back to the committee with some estimated costs to rehab the bridge.

ZONING DEPARTMENT :

The township's zoning department was discussed. With Zoning Administrator, Phill White, submitting his letter of resignation effective May 1st, 2020 the Board would like to post for applications to fill the soon to be vacant Zoning Administrator position. Supervisor Kroening to work on the posting notice listing the position duties and a salary range of \$21 to \$30/Hour to see if there are any applicants that would be interested in filling the position. Page 2

HARMONY LANE IMPROVEMENT PROJECT (TP 19-01) :

The Harmony Lane Improvement Project (TP 19-01) was discussed. The project was placed out for bid and the township received only one bid from the vendor, Kiminski Paving, for a total cost of \$383,423.00. The engineer's estimated cost for the improvement project was \$437,505.00. The Board has 30 days to accept or decline the bid. Chairman Wesely to meet with Road Maintenance employee Mike Buetow to discuss the project. The Board is also looking into other options for completing the project and will hold a special meeting to decide whether to accept or decline the bid.

PRAXAIR DISTRIBUTION, INC. LEASE AGREEMENT :

The lease agreements with Praxair Distribution, Inc were discussed. The Clerk provided the Board with copies of the lease agreement contracts and also a quote from Praxair for the purchasing the leased tanks that the township already has in our possession. The quote was \$1088.23 for the purchasing of one Oxygen, one Acetylene, and one Argon/CO2 Mixed-Gas tank each. Motion by Wesely, seconded by Kroening to terminate the two lease agreement contracts between Windemere Township and Praxair Distribution, Inc. Motion passed, 2 Aye – 0 Nay.

Motion by Wesely, seconded by Kroening to purchase from Praxair Distribution, Inc. one Oxygen, one Acetylene, and one Argon/CO2 Mixed-Gas tank each for the quoted price of \$1088.23. Motion passed, 2 Aye – 0 Nay.

WINDEMERE TOWNSHIP POLICY :

Windemere township policies were discuss. The subject was tabled until a later meeting in order to include newly appointed Board Supervisor Dennis Genereau.

ISLAND LAKE BOX CULVERT :

Tabled until a later meeting.

NEW BUSINESS :

WINDEMERE TOWNSHIP 2020 GRAVEL QUOTES :

The 2020 Windemere township class-5 gravel hauling quotes were discussed. Motion by Wesely, seconded by Kroening to publish and post advertisements soliciting bids for the hauling of class-5 gravel from the Windemere township gravel pit onto the Windemere township gravel roads. Gravel quotes must be postmarked by April 1st, 2020. The bids will be discussed at the April 9th, 2020 town board meeting. Motion passed, 2 Aye – 0 Nay. Posting notices to be placed in the Star Gazette and Evergreen.

WINDEMERE TOWNSHIP 2020 VENDOR CONTRACT QUOTES :

The 2020 Windemere township vendor contract pricing was discussed. Motion by Wesely, seconded by Kroening to publish and post advertisements soliciting bids for the hauling of material from the township pit and for the mobilizing of township equipment. Vendor Contract quotes must be postmarked by April 1st, 2020. The bids will be discussed at the April 9th, 2020 town board meeting. Motion passed, 2 Aye – 0 Nay. Posting notices to be placed in the Star Gazette and Evergreen.

LEGISLATIVE-CITIZEN COMMISSION ON MINNESOTA RESOURCES (LCCMR) APPLICATION :

An application for Legislative-Citizen Commission on Minnesota Resources (LCCMR) grant to fund a feasibility study for the township's high-water issues was discussed. Supervisor Kroening stated that LCCMR applications are extremely complicated and are a task that the Board could not accomplish on their own, even collectively. Kroening contacted the Pine County Soil & Water Conservation District (SWCD) to see if they would be willing to help with the LCCMR application. The scope of an LCCMR grants are very narrow, yet what the grant's accomplishments must be very broad reaching. Based on the fact that the Pine County (SWCD) has previously applied for LCCMR grants and have been denied, and also the fact that the (SWCD) has done a lot of research into the LCCMR grants, the (SWCD) did not believe that an LCCMR application for monies to fund a feasibility study researching the township's high-water issues would even make it to the table. Therefore, the (SWCD) was not willing to be a partner in a LCCMR application. The Board has decided this is not the route the township will be taking to fund the feasibility study. The Board has also not heard back from Pine County Board on whether they would help to fund the feasibility study. No Action Taken.

PINE COUNTY BOARD OF COMMISSIONERS / COMMITTEE OF THE WHOLE :

A meeting of the Pine County Board of Commissioners/Committee of the Whole was discussed. The Pine County Board of Commissioners would like to hold a Board meeting at the Windemere town hall on Tuesday April 28th, 2020 at 10 AM. Discussions followed. Chairman Wesely will reach out to Commissioner John Mikrot to see if the meeting time can be changed to the evening or if a daytime meeting can be scheduled of a weekend. After a meeting date is set, the Board would also like to invite Minnesota State Senator Jason Rarick and Minnesota State Representative Mike Sudin to also be in attendance.

2020 PINE COUNTY TAX FORFEITED LAND SALE :

The 2020 Pine County Tax Forfeited Land Sale was discussed. Greg Beck from Pine County sent a notification letter and Pine County Resolution # 2020-10 to the Windemere Board regarding three properties located in Windemere township that will be up for sale in the fall of 2020 at the county's land auction sale. One of the three properties up for sale is the Dobo property located at the intersection of Lakeland Road and East Frontage Road. The county has listed the Dobo property with an appraised property value of \$5000.00 plus the township's approximate \$56,000.00 lien on the property. The county's land auction sale will be posted by Pine County in the future.

ANCHORAGE PLACE :

The township road Anchorage Place was discussed. Last week Chairman Wesely, Clerk Danelski, and Road Maintenance Department Employee Mike Buetow met at Anchorage Place to inspect the road and devise a plan for the flooded road conditions. One option discussed was to place recycled concrete on the road as it would be the best option for firming up the road. Motion by Wesely, seconded by Kroening to approve spending up to \$9000.00 to place recycled concrete and temporary culverts on Anchorage Place. Motion passed, 2 Aye – 0 Nay.

ROAD SALT :

The purchasing of road salt for the 2020/2021 winter season was discussed. On a typical winter, Windemere township uses approximately 75 tons of road salt during the winter season. The township has been purchasing road salt from Lakehead Trucking, Inc at a cost of \$115.00/ton. The Board was informed that they can bundle with the State of Minnesota, counties, and other townships and purchase road salt at a cost of \$70.00/ton. Motion by Wesely, seconded by Kroening to approve the purchasing of up to 75 tons of road salt at \$70.00/ton through the State of Minnesota procurement office for the 2020/2021 winter season. Motion passed, 2 Aye – 0 Nay. Mike Buetow to contact Todd Booker of Pine County to make the township's salt order.

2020 MATs SPRING SHORT COURSES :

The 2020 MATs spring short courses were discussed. Motion by Wesely, seconded by Kroening to approve the reimbursement of expenses incurred by all officers who attend the 2020 MATs spring short courses. Motion passed, 2 Aye – 0 Nay.

BOARD OF SUPERVISORS OTHER :

The 2020 Board of Audit take-aways in regards to inventory control procedures for the bulk fuel tracking were discussed. Chairman Wesely to contact Federated CO-OPs about getting a bulk fuel dip-stick ruler which will be used for measuring the bulk fuel volumes in the tank on the first and last days of each month. Supervisor Kroening to contact the State Tank Inspector to help determine the volume of Windemere township's bulk fuel tank. Also, the township's bulk fuel tank needs to be registered with the State of Minnesota. The Board will fill out the application with the help of the Clerk and the Maintenance Department.

Supervisor Kroening stated that she would like the Board to begin holding special Board meetings monthly called "Committee Meetings", where the Board can get together and begin working on issues the township is facing. Kroening stated that the first committee meeting she would like to hold would be for the topic, the Road Maintenance Employee Model vs the Contractor Maintenance Model so that the topic can really be drilled down by the township and see if we are comparing apples-to-apples with what has been previously presented to the Board.

The Clerk requested from the Board to contact the township's email administrator to switch over Pete Steen's township email to a new email account for the newly appointed Board Supervisor Dennis Genereau.

ROAD UPDATE :

Clerk Scott Danelski gave the monthly road update. The Anchorage Place issues were discussed earlier in the meeting. The Maintenance Department has been spending time steaming out frozen culverts to help alleviate the township's flooding problems. Finally, the Maintenance Department is again requesting that constituents begin using the township website to notify the department about issues with the township roads.

ZONING UPDATE :

Clerk Scott Danelski gave the monthly zoning update. The Zoning Department handled 77 permits for the calendar year 2019.

PLANNING COMMISSION UPDATE :

The next meeting of the Windemere Planning Commission will be held on Tuesday April 14th, 2020 6:30 PM.

FIRE DISTRICT UPDATE :

No update this month. The Fire District changed their meeting to tonight due to a conflict with the township's Annual Meetings.

CLAIMS :

February 2020 claims were reviewed. Motion made by Wesely, seconded Kroening to approve the February 2020 claims as submitted. EFTs – 20-08 through 20-10, Checks - 12543 through 12557 & Direct Deposits - 1219 through 1226 for a total of \$21,573.30. Motion passed, 2 Aye – 0 Nay.

Township mail was opened and reviewed.

Motion made by Wesely, seconded by Kroening to adjourn the meeting at 8:24 PM. Motion passed, 2 Aye – 0 Nay.

RESPECTFULLY SUBMITTED :

APPROVED :

Clerk, Scott Danelski

Chairman, John Wesely