

WINDEMERE TOWNSHIP, Pine County, Minnesota
91546 Military Rd., Sturgeon Lake, MN 55783
Town Board Meeting Minutes, April 11, 2024

1. The Meeting was called to order at 6:30 pm at YMCA Camp Miller by Chairman Alan Overland. The meeting opened with the Pledge of Allegiance. Present – Supervisors Alan Overland, Heidi Kroening and Tony Bakhtiari; Clerk Cindy Woltjer; Treasurer Paul Horgen, Zoning Administrator Dennis Genereau, Assistant to the Road Supervisor Vern Anderson.
2. Approval of Agenda. Motion by Bakhtiari to approve the agenda, second by Overland, Motion carried. 3-0 vote. The agenda was approved.
3. Clerks Report. March 14, 2024, board meeting minutes were read by Clerk Woltjer. Minor corrections made. Motion by Bahktiari to approve the March minutes with corrections, second by Overland. Motion carried. 3-0 vote.
4. Treasurers Report. Horgen reviewed the financial reports. The total cash balance as of March 31, 2024 was \$1,017,312.42. Horgen recommended \$200,000 be transferred to US Bank Money Center for investment. Motion by Overland to transfer \$200,000 to US Bank Money Center and approve the Treasurer’s Report, second by Bakhtiari. 3-0 vote. Motion carried. The detailed financial reports are posted on the township website.
5. Public Input.
 - a. Dick Herzog commented.
 - b. John Minke commented.
 - c. Jude Stephens commented.
 - d. Rhonda Young commented.
6. Old Business
 - a. Treasurer Transition. Horgen is willing to meet with potential treasurer candidates and is looking forward to the transition to a permanent treasurer.
 - b. Bakhtiari reported the internet for the townhall was cancelled and modem needs to be returned. Clerk will return the modem.
 - c. Covered Bridge. Kroening inquired about the design plans for the bridge.
7. New Business
 - a. Pine County Law Enforcement Contract. Sheriff Jeff Nelson reviewed the 3-year ^{contract} contract for Windemere Township. Motion by Overland to approve the Pine County Law Enforcement Contract, second by Bakhtiari. Vote 3-0. Motion carried.
 - b. Approve Gambling Permit for Essentia Raffle @ Moose Lake Golf Club. Donna Kirk, Executive Director present. Motion by Bakhtiari to approve Gambling Permit for Essentia Raffle @ Moose Lake Golf Club, second by Kroening. Motion carried. 3-0 vote.
 - c. Planning Commission Vacancy. Overland appointed Phil White to the vacant seat on the Planning Commission. Overland Aye, Bakhtiari Aye, Kroening Nay. Vote 2-1. Motion Carried.

- d. Board of Supervisors Other.
1. Bakhtiari proposed updating the fee schedule for Liquor Licenses, Building Permits, Shoreland Permits. Kroening recommended the Planning Commission review the fee schedule and make a recommendation to the Board.
 2. Bakhtiari recommended the purchase of two small tax-forfeit township properties for the amount \$102.53 and \$95.30. Motion to approve the purchase by Bakhtiari, second by Overland. Vote 3-0. Motion carried.
 3. Overland proposed discontinuing Zoom for the board meetings. Motion by Overland to cease Zoom broadcast at board meetings, second by Bakhtiari. Overland Aye, Bakhtiari Aye, Kroening Nay. Vote 2-1.
8. Road Update. Assistant to the Road Supervisor Anderson reported on the completed and pending road work. The report is on the township website.
- a. Anderson reviewed two quotes for Sturgeon Island Road paving project. Rocon quoted \$134,700 and Kiminski quoted \$166,000. Motion by Bakhtiari to approve the ~~Kiminski~~ ^{Rocon} quote in the amount of ~~\$166,000~~ ^{\$134,700}, second by Overland. Bakhtiari Aye, Overland Aye, Kroening Nay. Vote 2-1. Motion Carried. Kroening for the record; any significant quotes should be posted.
 - b. Anderson received two quotes for 30,000 gallons for calcium chloride on township roads. Northern Salt 1.652/gallon and Knife River \$1.52/gallon. Motion by Bakhtiari to approve Knife River for \$1.52/gallon, second by Overland. Vote 3-0. Motion carried.
 - c. MSA Technical Application for the work done in the ROWs. Motion by Overland to approve the contract with MSA to proceed with the ROW application process and Vern is authorized to work with MSA in the process. I.T. will place the ROW application on the township website, second by ~~Bakhtiari~~ ^{Kroening}. Vote 3-0. Motion carried.
 - d. Quote for Jerry's Roadside Mowing. Motion by Bakhtiari to approve the quote from Jerry's Roadside Mowing for \$2,400, second by Overland. 3-0 Vote. Motion Carried.
 - e. Anderson and Bakhtiari are working on a proposal for the township pit which doesn't include the sale of the pit. Report to follow at the May meeting.
9. Zoning Update.
- a. Genereau requested the board waive the building permit fee for replacement of the Firkus home at 44935 Deerfield Road. The house was a total loss by fire. Motion by Kroening to waive the 2024 building replacement permit fee for Gerry and Diane Firkus, second by Overland. Vote 3-0. Motion Carried.
 - b. Genereau reported 9 permits, 3 dwellings, 1 dwelling addition, 1 park model, 3 garages, 1 shoreland restoration, 1 extension for a dwelling.
 - c. Scott Beckman was introduced as Assistant to the Zoning Administrator who will be handling camper and blight issues.
 - d. Request to approve \$2,500 for a new laptop, keyboard, 2 monitors, printer/copier, and Microsoft software for the new Coordinator/Zoning position. Genereau's old laptop will pass to Beckman. Motion by Bakhtiari to approve \$2,500 for computer equipment, second by Overland. Vote 3-0. Motion carried.
 - e. Road Review scheduled for May 11, 2024, at 9am.
 - f. Planning Commission recommended the board approve the Shoreland Ordinance as presented and schedule the Public Hearing for April 18, 2024, Motion by Bakhtiari to accept the Shoreland Ordinance document for presentation at the Public Hearing on April 18, 2024, second by

Overland. Vote 3-0. Motion carried. Motion by Overland to extend the public comment period for the Shoreland Ordinance to 90 days, second Bakhtiari. Vote 3-0. Motion carried.

10. Planning Commission. No additional report.

11. Fire District Update. 9 calls; 4 medical calls, 1 cancelled medical, 1 fire, 1 brush/grass fire, 1 motor vehicle accident with injury.

12. Review Claims

a. Claims:

EFTs: EFT 24-08, 24-09, 24-10
Checks # 13532 thru 13555.
Direct Deposits: 1657 to 1663
For a total of ~~\$28,298.38~~
29,298.38

Motion by Bakhtiari to approve claims, second Overland. Motion carried. 3-0 vote.

13. Open Mail and Review

14. Motion to Adjourn Meeting at 9:09pm, by Bakhtiari, second by Overland. Motion Carried. 3-0 vote.

Submitted by Recorder

Amy Perrine: 

Alan Overland, Chairman: _____