

Regular Monthly Meeting of the Windemere Township Board - January 12, 2023

The meeting was called to order at 6:33 PM by Chair, Heidi Kroening. Others present were Supervisors Tony Bakhtiari & Alan Overland, Clerk Cindy Woltjer, Treasurer & Road Coordinator Scott Danelski & Zoning Administrator Dennis Genereau.

Also, in attendance were 15 Windemere residents and 12 participants via Zoom.

APPROVAL OF AGENDA :

A motion was made by Overland, seconded by Bahktiari to add Public Input on the agenda before New Business for residents that want to speak on an issue and not have to stay for the entire meeting but also leave it on the agenda before Review Claims. Vote Taken: Overland – Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

A motion was then made by Kroening, seconded by Overland to approve the agenda with said change. Vote Taken: Overland – Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

REORGANIZATION OF TOWNSHIP BOARD :

Clerk Woltjer then asked for nominations for Board Chair. Alan Overland was nominated by Bahktiari. Vote Taken: Overland – Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0. Tony Bahktiari was then nominated by Overland for Board Vice Chair. Vote Taken: Overland – Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

CLERK'S REPORT:

Clerk Woltjer read meeting minutes from the December 8, 2022 meeting. A motion was made by Kroening, second by Bahktiari to approve the December 8, 2022 minutes as read. Vote Taken: Overland – Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

A motion was made by Kroening, seconded by Overland to approve the minutes before the meeting so they would not have to be read and therefore save time. Vote Taken: Overland – Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

Clerk Woltjer then read the minutes of the December 22, 2022 Emergency Road Meeting. A motion was made by Bahktiari, second by Kroening to approve the Emergency Road Meeting minutes as read with one correction – chest saws should be chain saws. Vote Taken: Overland – Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

TREASURER'S REPORT:

Treasurer Danelski gave the December report stating all the Covid Fund has been spent. He reported that the investments were set up to come due at different times to be able to access the money if

needed. He mentioned the township should be getting reimbursed approximately \$25,000 from a grant from Pine County on the Houston Engineering Study that was completed in 2022. Motion made by Bahktiari, second by Kroening to accept the Treasurer's report. Vote Taken: Overland - Aye, Kroening - Aye, Bakhtiari - Aye. Motion Passed 3/0.

PUBLIC INPUT:

No one made an early comment.

OLD BUSINESS:

Scanning Help :

Supervisor Kroening reported 2 applicants had been interviewed by herself, Clerk Woltjer and Treasurer Danelski. A final decision was made to hire Becky Haass as part time help to catch up on scanning files.

NEW BUSINESS :

Designate Official Newspaper :

A motion was made by Kroening, seconded by Bahktiari to keep the Star Gazette and the Evergreen as the official newspapers for township publishing. Vote Taken: Overland - Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

Designate Official Posting Place in Township :

A motion was made by Kroening, seconded by Bahktiari to use the township bulletin board as the official posting place. While the existing bulletin board is in bad shape, the postings will be placed on the township door. Vote Taken: Overland - Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

A motion was made by Kroening, seconded by Bahktiari to find a new bulletin board to purchase for under \$1000. Vote Taken: Overland - Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

Designate a Bank as the Town Depository :

A motion was made by Kroening, seconded by Bahktiari to keep the First National Bank of Moose Lake as the official township bank. Vote Taken: Overland - Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

Designate Supervisor to Fill Duties :

Supervisor Kroening will continue to work with Zoning and Planning and also the Environment.

Supervisor Bahktiari will continue to work with the Fire District and Safety and also the Building Maintenance.

Chair Overland will work with the Road Coordinator on the township roads.

Set Compensation Rates for Township Officers & Employees :

A motion was made by Kroening, seconded by Bahktiari to accept **Resolution #2023-01 Establishing a Policy For The Reimbursement of Town Officers** which in part states:

Compensation. The following establishes the basis on which Town Officers shall be compensated for performing services within the scope of their duties for the town.

2.1. Meetings. Town Officers shall be compensated as follows for attending regular or special board meetings, town hearings, annual or special town meetings, or public meetings properly noticed by the Board: Board Chairperson a monthly salary of **\$200.00** per month PLUS **\$110.00** per meeting; Board Supervisors a monthly salary **\$200.00** per month PLUS **\$100.00** per meeting; Clerk a monthly salary of **\$600.00** per month PLUS **\$80.00** per meeting; Treasurer a monthly salary of **\$500.00** per month PLUS **\$80.00** per meeting; Deputy Clerk **\$80.00** per meeting; Deputy Treasurer **\$80.00** per meeting. The Deputy Clerk and Deputy Treasurer shall only be eligible for compensation if they are attending the meeting to perform the official duties of the Clerk or Treasurer in their absence.

Vote Taken: Overland - Aye, Kroening - Aye, Bakhtiari - Aye. Motion Passed 3/0.

Board of Supervisors Other :

Supervisor Bahktiari read a list of recommendations he would like to see in the township which, in part, include changing the formerly approved \$2500 spending policy for supervisors to only be used in an emergency with approval by the board. He went on to state that all township equipment should be sold as soon as possible, create a new township hall, park and pavilion on potentially donated land, do a feasibility study to dispose of the old town hall/schoolhouse, consider using the pole building for a fire substation. He then stated that the zoning should be turned over to Pine County and eliminate the Board of Adjustments but keep the Planning Commission for future development of township land. Start Road Maintenance bidding as soon as possible for grading, plowing, culverts, etc. Hire Ron Mossberg as the township IT person at the rate of \$30 per hour. Eliminate all township donations stating they should be personal and not a township responsibility.

Chair Overland suggested the Board of Audit be included in the February regular meeting. It was decided that it would be a separate meeting at a later date in February.

A motion was made by Bahktiari, seconded by Overland to move forward with the sale of the township equipment. Vote Taken: Overland - Aye, Kroening - Nay, Bakhtiari - Aye. Motion Passed 2/1.

A motion was made by Bahktiari, seconded by Kroening to post a pre-bid meeting for upcoming bids for road plowing and grading for next year (2023-2024 season). Vote Taken: Overland - Aye, Kroening - Aye, Bakhtiari - Aye. Motion Passed 3/0.

A motion was made by Bahktiari, seconded by Overland to hire Ron Mossberg as the township IT person at \$30 per hour to update email addresses, assist with township computers, take care of the website. Vote Taken: Overland - Aye, Kroening - Nay, Bakhtiari - Aye. Motion Passed 2/1.

An open motion was made by Bahktiari, seconded by Overland to allow the board members to be able to attend MAT training when it is offered. Vote Taken: Overland - Aye, Kroening - Aye, Bahktiari - Aye. Motion Passed 3/0.

Chair Overland then suggested considering letting Pine County take over the zoning for the township and will invite Caleb Anderson to the February Board Meeting to discuss the subject.

ROAD UPDATE :

Road Supervisor Danelski reported that with the major snow event in December Valhalla Tree Service is still cleaning up broken trees and will be doing so again in the spring.

He reported attending a zoom meeting with HSEM (Homeland Security and Emergency Management) offering an emergency relief program for the December snow event. They are offering reimbursement of 75% of the total costs for clean-up. Scott has given them an estimate, so far, of \$100,000.

Danelski then said he has asked for multiple quotes for road signs and will report at the February board meeting.

He then recommended to the board that we purchase and provide GPS tracking devices for the road vendors to be able to keep track of the progress on the roads.

A timeline has been posted on the website for the Sturgeon Island Bridge Project for anyone interested.

He then reported there were 39 road complaints stating they had been rectified with the vendor. He also stated he is keeping a spreadsheet of all complaints and solutions.

ZONING UPDATE :

Zoning Administrator Genereau stated they have been continuing to work on the STVR Ordinance and there will be a special planning meeting on January 19th for further discussion on that ordinance. A draft of the ordinance is posted on the township website.

They are also still working on the Sand Lake Resort lawsuit with the DNR. A mediation meeting is set for March 14th. Legal services for this issue are being covered by our MAT Insurance.

PLANNING COMMISSION UPDATE :

Covered by the Zoning Update.

FIRE DISTRICT UPDATE :

Supervisor Bahktiari stated the Fire District is still requesting the township sign a 5 year contract so he is suggesting we do a 1 year contract for 2023. He then reported 6 calls for December – 3 medical – 2 powerlines down and 1 car accident with no injuries.

PUBLIC INPUT :

The first person stated he would like to see a comparison on the cost of the road contractor model suspecting we are spending more.

The second person stated she would also like an apples to apples comparison for the road contractor model. She said this has been the worst her roads have been with the contractor model and that her roads were done properly with the old road crew. She also thanked Scott Danelski for doing a good job with the storm situation in December.

The third person wanted to thank Dale Sandberg for doing a wonderful job under the circumstances and it should only get better.

A fourth person asked that the website continues to be kept updated.

There were no comments from zoom.

CLAIMS :

December 2022 claims were reviewed. Motion made by Bahktiari, seconded by Overland to approve the December 2022 claims as provided. Approval of Payroll #PAY 23-01, EFT #s 23-01, EFT 23-02 & 23-03, Check #s 13267, 13268, & 13270 through 13290, & Direct Deposit #s DD1546 through DD1552 for a total of \$73,732.18. Vote Taken: Overland - Aye, Kroening - Aye, Bakhtiari - Aye. Motion Passed 3/0.

A motion was made by Kroening, seconded by Bahktiari to pay former road employee Dave Ketchum his severance payments in 5 separate installments monthly of \$1000 each. Vote Taken: Overland - Aye, Kroening - Aye, Bakhtiari - Aye. Motion Passed 3/0.

A motion was then made by Bahktiari, seconded by Kroening to accept the Resolution of Organization for First National Bank of Moose Lake as the official township bank. Vote Taken: Overland - Aye, Kroening - Aye, Bakhtiari - Aye. Motion Passed 3/0.

TOWNSHIP MAIL :

Township mail was reviewed.

ADJOURN :

Motion made by Bahktiari, seconded by Kroening to adjourn the meeting at 10:03 PM. Vote Taken: Overland - Aye, Kroening - Aye, Bakhtiari - Aye. Motion Passed 3/0.

RESPECTFULLY SUBMITTED :

APPROVED :

Clerk, Cindy Woltjer

Chair, Alan Overland