

## **Regular Monthly Meeting of the Windemere Township Board - February 10, 2022**

The meeting was called to order at 6:30 PM by Chair, Heidi Kroening. Others present were Supervisors Mark Dunaski & Tony Bakhtiari, Clerk Cindy Woltjer & Treasurer Ron Mossberg. Absent was Zoning Administrator Dennis Genereau.

Also, in attendance were 7 Windemere residents and 14 participants via Zoom.

### **CLERK'S REPORT:**

Clerk Woltjer read meeting minutes from the January 13, 2022 Regular Meeting. A motion was made by Kroening, second by Bakhtiari to approve said minutes. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

### **TREASURER'S REPORT:**

Treasurer Mossberg gave the report for January 2022 stating it had been a busy month. Tasks completed were a number of year end reports, W2's and 1099's, Pera Report, Outstanding Indebtedness, Worker's Compensation Audit, entering the final 2022 budget into Quickbooks, working with the clerk on balancing the two sets of books for the upcoming Board of Audit and made misc. deposits. He stated the expenses were nominal for the month and the bank balances in the four bank accounts came to \$1,014,811. It was discovered that the striping for Palen Road and Harmony Lane were on the projection sheet for projects to be done in 2022. Supervisor Dunaski said those projects were completed in 2021. The treasurer was directed to remove them for 2022. Motion made by Kroening, second by Bakhtiari to accept the Treasurer's report. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

### **PUBLIC INPUT:**

There was no in person public input.

There were no comments from Zoom participants.

### **OLD BUSINESS:**

#### **ARPA Update :**

Supervisor Dunaski reported that the Minnesota Association of Townships has provided model resolutions to use to accept ARPA Funds. One in particular is the Resolution to spend ARPA Funds on lost revenue replacement category to be able to use the ARPA money for government services as permitted in the government category. The resolution was then read by Supervisor Dunaski. Motion made by

Dunaski, seconded by Kroening to accept this resolution on the ARPA Fund. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0. The Treasurer was directed to start paying claims, excluding any wages, out of the ARPA money.

**Donations :**

A donation to Essentia Clinic had been asked for previously and it was found that this type on donation must be brought before the electors at the Annual Meeting and approved by them before the township board could approve any such donation.

**Sturgeon Island Bridge Update :**

Supervisor Dunaski has been in contact with Pine County Public Works and they are recommending putting off the construction of the new bridge until fall of 2022. The reasons being, they would like to see less traffic and also with the amount of fill needed for the approaches, they would like it to settle before any paving is to be done next spring. Supervisor Dunaski asked if the paving of that segment of Sturgeon Island Road could be put out in the regular bid cycle this year. The plan would be to pave up to the bridge approaches this year and to do the approaches next year (2023) after the fill has settled for the winter. The cover was then discussed. The county would build into the bidding instructions a time frame for removal of the old bridge by the citizens before the actual construction would begin. Additionally, the engineering firm’s design would accommodate a cover but it would not be attached to the bridge for a number of legal reasons. The design would incorporate built in beams that the cover could then be built on. It was suggested that the township fund the placement of the beams so the bridge would then be cover ready with the estimated cost of under \$10,000 for the placement of beams. A motion would be made after the engineering costs are in.

**Road Maintenance Model Update :**

Supervisor Bakhtiari spoke of improvements he would like to see in the township including an updated township hall and better fire protection which he thought could be achieved by going to a contractor road model.

Supervisor Dunaski reported there is information available in the MAT information library on contractors specifically in the section titled Contracts. He suggested the board read through each of the subjects listed and to set a special meeting at a later date to discuss each of the titles and determine which ones would and would not be applicable to Windemere Township.

Chair Kroening asked if anyone had checked with the townships that have union contracts and get their opinions on why they have agreements with the union. Before a decision can be made she would like the board to have this information.

A special meeting will be planned for a later date.

**Union Contract Update :**

Supervisor Dunaski reported that a letter had gone out to the union advising them of the township's decision. In return they acknowledged our letter and also indicated they were interested in negotiations and notified the Board of Mediation Services of this. Supervisor Dunaski stated that we would be under no obligation to do this but could do so in the future if that was decided. He then stated that he had received a letter of resignation from Kole Milczark effective 2/23/22 and said he responded to him with a thank you for his service and his work for the township.

#### **NEW BUSINESS :**

##### **Pine County HRA/RDA Resolution :**

Pine County HRA had sent out information that states that Windemere Township can opt in with the county to work with them. She sent for more information from Pine County to explain what the township's involvement would be and has not gotten a response as of yet. It was suggested tabling this for a later date.

##### **Annual Meeting Venue :**

A motion was made by Kroening, seconded by Bakhtiari to hold the Township Annual Township Meeting, March 8, 2022 at 6:30 PM at Holy Angels Church in Moose Lake with Zoom available but not guaranteed. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

##### **2023 Budget/Levy :**

Supervisor Dunaski recommended leaving the levy for 2023 at \$400,000.

##### **Township Logo :**

Supervisor Bakhtiari said we have a township logo on file and will order business cards for any of the board that would like them.

##### **Board of Supervisors Other:**

Pine County's 3-year Assessment Agreement beginning with the 2023 assessment was discussed. A motion was made by Kroening, seconded by Dunaski to accept the Pine County Assessment Agreement to do the assessments at the said price within the agreement for 2023 - 2024 & 2025. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

Chair Kroening reported checking on companies doing private well testing. She stated that only one company, Twin Ports Testing, does private well testing for the compounds in question. They gave a quote for testing 3 wells for compounds such as, VOC's (volatile organic compounds), PAH's (found in asphalt and diesel products), GRO (gasoline range organics), and DRO (diesel range organics) for testing, sampling, driving and sending an analysis of \$2,344.50. If less than 3 wells are tested, the price would go down. A motion was made by Bakhtiari, seconded by Dunaski to accept Twin Ports Testing's quote to test up to 3 residential wells that are surrounding the property of concern. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

Chair Kroening received a concern from a resident regarding the weight limits on Palon Road. Supervisor Dunaski will check with Pine County about how to proceed. It was decided to table this for another time.

Chair Kroening stated she would not be at the regular monthly meeting on March 10, 2022.

Supervisor Dunaski wanted it to be known that the MAT Information Library is open for anyone interested in going and looking at it. It is all available online to the public.

Supervisor Dunaski also reported that the township pickup that was vandalized last September 3<sup>rd</sup>. It has been repaired by Sebald Motors in Askov except for a \$74 sensor that cannot be found and won't be available until after June. Not wanting it to be driven illegally he will check to see if MNDOT may have a solution to this problem.

**ROAD UPDATE :**

Supervisor Dunaski reported that the engineering for the Island Lake Road culvert will be concluded and that and the Birchview culverts will be let by Pine County in April with the bids being opened on April 9<sup>th</sup>.

**ZONING UPDATE :**

Chair Kroening reported that the Board of Adjustments met last week and reorganized. They are scheduled to meet again on March 1<sup>st</sup>.

Dawson Gentry then reported they had been working on creating the township application for Short Term Vacation Rentals (STVR). Zoning Administrator Dennis Genereau has been working with an attorney to update the township ordinance and they are also looking at the language for the STVR application.

**PLANNING COMMISSION UPDATE :**

Commissioner Dawson Gentry then reported they had been working on creating the township application for Short Term Vacation Rentals (STVR). Zoning Administrator Dennis Genereau has been working with an attorney to update the township ordinance and they are also looking at the language for the STVR application.

**FIRE DISTRICT UPDATE :**

Supervisor Bakhtiari said he attended the meeting on 2/08/2022. Of a total of 36 calls for the month there were 7 for Windemere Township. There will be an increase of \$1726 to the Windemere Township contract this year.

**CLAIMS :**

January 2022 claims were reviewed. Motion made by Kroening, seconded by Dunaski to approve the January 2022 claims as provided. Approval of EFT #s 22-05, 22-06 & 22-07, Payroll #PAY 2202, Check #s 13038 through 13058, & Direct Deposit #s DD1453 through DD1461 for a total of \$23,543.41. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

**TOWNSHIP MAIL :**

Township mail was opened and reviewed.

**ADJOURN :**

Motion made by Dunaski, seconded by Kroening to adjourn the meeting at 8:40 PM. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

RESPECTFULLY SUBMITTED :

APPROVED :

Clerk, Cindy Woltjer

Chair, Heidi Kroening