

Regular Monthly Meeting of the Windemere Township Board - July 14, 2022

The meeting was called to order at 6:31 PM by Chair, Heidi Kroening. Others present were Supervisors Mark Dunaski & Tony Bakhtiari, Clerk Cindy Woltjer, Deputy Treasurer Paul Horgen & Zoning Administrator Dennis Genereau. Absent was Treasurer Ron Mossberg.

Also, in attendance were 8 Windemere residents and 7 participants via Zoom.

CLERK'S REPORT:

Clerk Woltjer read meeting minutes from the May 24, 2022 Special Road Maintenance Meeting. A motion was made by Dunaski, second by Bahktiari to approve the May 24, 2022 minutes. Vote Taken: Kroening - Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

Clerk then read the meeting minutes for the June 9, 2022 Regular Monthly Meeting. A motion was made by Kroening, second by Dunaski to approve said minutes. Vote Taken: Kroening - Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

TREASURER'S REPORT:

Deputy Treasurer Horgen gave the report through June 30, 2022. It was mentioned that the ARPA money of approximately \$96,000 had been received but was being recorded in the July figures. Motion made by Kroening, second by Dunaski to accept the Treasurer's report. Vote Taken: Kroening - Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

PUBLIC INPUT:

No one made any comments.

OLD BUSINESS:

Approval of Election Judges :

The list of election judges that had gone to training was read aloud. A motion was made by Dunaski, seconded by Kroening, to approve the list of 15 election judges for 2022. Vote Taken: Kroening - Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

Rules of Procedure and Decorum :

Chair Kroening read aloud the Windemere Township Rules of Procedure and Decorum adopted August 27, 2019. After discussion it was decided that Chair Kroening will make a few changes to the rules and will present a clean copy at the next monthly meeting for final approval by the Board. It was also decided that the public input should be moved to after the Fire District Update on the agenda for the next meeting.

NEW BUSINESS :

Township Road Co-ordinator :

Supervisor Dunaski reviewed a past description of a Road Maintenance Manager Position emphasizing some of the primary tasks including: Primary contact for road issues, plan and coordinate road maintenance projects, inspect road projects in progress and upon completion, coordinate all road maintenance contracts, point of contact for all contractors conducting work, attend all pre-construction meetings, assist in writing vendor contracts, inventory control, order supplies, summarize and recommend road work priorities bi-annually and report to the town board monthly of all road activities taking place or anticipated to take place. It was decided that Chair Kroening would work on the Road Maintenance Manager job description and present it to the board at the August meeting for further review and discussion.

Board of Supervisors Other :

Supervisor Bahktiari reported that he has been in contact with someone interested in doing some building updates and is just waiting for him to come back with a quote for the work.

Chair Kroening received a copy of a retainer agreement from attorney Robert Allsop for the union employee issue. A motion was made by Dunaski, second by Bahktiari to accept the retainer agreement for Robert Allsop to continue to represent Windemere Township for the continuing union employee issues. Vote Taken: Kroening - Aye, Dunaski – Aye, Bahktiari - Aye. Motion Passed 3/0.

ROAD UPDATE :

Supervisor Dunaski reported that Houston Engineering has been working on the Sturgeon Lake High Water Feasibility Study and a report should be complete by the August board meeting.

Next he talked about the sides of the hill washing out along Hill Street and that the Pine County Engineers had two recommendations to fix the problem, one being more expensive than the other. They chose to go with the less expensive fix, to apply a re-purposed asphalt with a special finish applied on top to help keep it from washing away.

He also spoke to Erickson Engineering regarding the Sturgeon Island Bridge Project. They have submitted plans to the state and to the DNR for their final approval to move forward. Pine County still plans to put it out for bids at the end of August.

ZONING UPDATE :

Administrator Genereau stated there were 26 permits issued so far this year. The DNR hydrologist, Heidi Lindgren has moved to a different position within the organization so the area manager is helping until a replacement is found. He has been working on the paperwork for the Short Term Vacation Rentals special public input meeting scheduled for July 26th. The proposed ordinance and application should be posted on the website by July 15th. Blighted properties are continuing to make progress with clean up. Area contractors have been very cooperative and responsive this year. Public reporting of violations has been helpful and Mr. Genereau has been investigating each one.

PLANNING COMMISSION UPDATE :

Commissioner Cindy Carlson reminded the public on the special STVR Meeting on July 26th at Holy Angels Catholic Church. Treasurer Mossberg will set up the Zoom link for that meeting along with the information for the meeting on the township website. Postcards will be sent out to the Windemere residents reminding them of the upcoming meeting.

FIRE DISTRICT UPDATE :

Supervisor Bakhtiari presented a contract with the Fire District to cover until the end of 2022. He also made a suggestion that each resident of the township would pay their own share of fire district protection on their taxes. It was decided that Supervisor Bahktiari would contact the Pine County Assessor’s Office and possibly also to Carlton County to find out how much it would increase residents’ property taxes before the board would make a decision.

Supervisor Bahktiari then reported there were 4 emergency calls last month with each of them being medical and from Windemere Township. He also said that during that meeting a house fire call came in for Windemere Township but details were still unclear about the incident. He then mentioned the opportunity for a fire substation within the township. Needed would be a heated pole building with a cement floor and a bathroom, a pickup truck and a fire truck. The cost to the township would be approximately \$75,000 to \$125,000 for a used fire truck.

CLAIMS :

June 2022 claims were reviewed. Motion made by Kroening, seconded by Dunaski to approve the June 2022 claims as provided. Approval of Payroll #PAY 22-0623 & Pay 22-07, EFT #s 22-21 through 22-26, Check #s 13133 through 13148, & Direct Deposit #s DD1498 through DD1508 for a total of \$16,445.99. 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 8:16 PM. Vote Taken: Kroening - Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

RESPECTFULLY SUBMITTED :

APPROVED :

Clerk, Cindy Woltjer

Chair, Heidi Kroening