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**WINDEMERE TOWNSHIP, Pine County, Minnesota
91546 Military Rd., Sturgeon Lake, MN 55783
Town Board Meeting Minutes, September 14, 2023**

1. **The Meeting was called to order at 6:31 pm** 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 Ron Mossberg.
2. **The agenda was distributed.** Added to Old Business: b. DNR Letter High Water Study, c. Sturgeon Island Bridge Cover. Added to New Business: c. Quotes for Snow Plowing, d. Changes in Insurance Policy. Motion by Bakhtiari to approve the agenda, seconded by Overland, Motion Carried, 3-0 vote. The agenda was then approved.
3. **Clerks Report.** August 10, 2023 board meeting minutes were read by Clerk Woltjer. Minor corrections made. **Motion** by Bakhtiari to approve the August minutes with corrections. Second by Overland. Motion Carried. 3-0 vote.
4. **Treasurers Report.** Mossberg presented the financial reports. The total cash balance as of August 31, 2023 was \$886,138.52. As of August 31, 2023, transfer of \$202,001.09 from US Bank Money Center (for the 2 funds coming due) to the FNB checking account, **Motion** by Bakhtiari to approve the Treasurers Report, second by Overland. Motion carried. 3-0 vote. The detailed financial reports are posted on the township website.
5. **Public Input.**
 - a. Doug Craig commented.
 - b. Jude Stephens commented.
6. **Old Business**
 - a. **FEMA Update.** Kroening reported on the flooding cost reimbursement meeting with the FEMA representative. Recent flood repair work completed by Gobel may qualify for reimbursement. A review of any other potential mitigation work that could be covered under the reimbursement opportunity will be conducted by the Road Supervisor. Claim reports must be submitted by December 31, 2023.
 - b. **DNR Letter High Water** Bakhtiari requested the board approve a letter regarding the high-water study that will be sent various government officials. Overland and Kroening agreed the letter should be sent.
 - c. **Sturgeon Island Bridge Cover.** Bakhtiari discussed the costs related to the new bridge and reviewed the reasons for adding a cover. **Motion** by Bakhtiari approved a not-to-exceed budget of \$200,000 for the cover on the new bridge, seconded by Overland. Bakhtiari Aye; Overland Aye; Kroening No. Motion Carried. 2 to 1 vote.
7. **New Business**
 - d. **Liquor License – Docs Lakeside Properties.** **Motion** to approve the Liquor License by Bakhtiari, seconded by Overland. Motion carried. 3-0 vote.

e. **Safety Deposit Box.** Treasurer Mossberg reported there are no documents in the safety deposit box and recommended closing it. Board agreed to authorize Mossberg close the safety deposit box.

f. **Snowplowing Quotes.** Assistant to the Road Supervisor Anderson discussed the 2023/2024 quotes received for plowing. Discussion about splitting the snowplowing contracts, the east and west side of I35 with more than one contractor it would provide faster service. **Motion** by Bakhtiari to accept Kiminski Paving quote for East of I-35 plowing/sanding services at the rate of \$4,200 per month flat fee and hourly rates as specified on the approved contract; Sandberg Construction for plowing/sanding on the west side at the flat rate of \$1,000 per month and hourly rates as specified on the approved contract, seconded by Overland. Motion Carried 3-0.

Kiminski Paving requested renting the township vacant storage building to store and keep ready the required equipment. **Motion** by Overland to approve a six-month building lease with Kiminski Paving at the rate of \$1,000 per month; the lessee pays the propane heating costs, contingent on insurance company approval, seconded by Bakhtiari. Motion Carried 3-0.

g. **Changes in Insurance Policy.** Bakhtiari contacted the insurance company and \$2,274 credit will be applied for the cancellation of the equipment that was sold. Workers Compensation will also be updated.

h. **2024 Budget.** Treasurer Mossberg requested all departments update their budget for 2024 and submit to him for approval at the December meeting.

i. **Township E-mail Accounts.** Mossberg reported three unused email accounts are ready to be archived and deleted. Board gave approval to proceed.

j. **Board of Supervisors Other.** Treasurer Mossberg reported the Deputy Treasurer resigned.

8. **Road Update.** Assistant to the Road Supervisor Anderson reported on the completed and pending road work. See attached report. Auction of equipment resulted in \$235,000 in revenue. ROW clearing – Valhalla Tree Service has been contracted to complete the remaining work. Signage for the boundary(s) of the township, ~~the boundary(s) of the township.~~

9. **Zoning Update.** No report.

10. Planning Commission.

a. Overland reported STVR Public Hearing/Meeting on September 28, 2023, 6:30 pm as required for the STVR ordinance.

b. Dawson Gentry reported on the Noise Ordinance and asked board to review the email that was sent.

c. Moose Lake Foundation formally known as Mercy Foundation will be having an open house at Camp Miller, Sturgeon Lake on October 7, 2023 at 6 p.m. The public is invited. See the link on township website.

11. **Fire District Update.** Bakhtiari reported Osten Berg, Executive Director resigned. 13 calls, 8 medical, 2 brush/grass fires, 1 motorhome campfire, 1 accident-no injuries, 1 dispatched cancelled call,

12. **Public Input.** None.

13. Review Claims

a. Claims:

PAY23-09
EFTs: EFT 23-20, EFT23-21
Checks # 13409 thru 13431
Direct Deposits: 1607 to 1614
For a total of \$38,906.53

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

14. Open Mail and Review

** Motion by Al 2nd by Bakhtiari to add corrections to Treasurer's Report
Vote 3/0*

15. Motion to Adjourn Meeting at 8:33pm, by Bakhtiari, seconded by Overland. Motion Carried. 3-0 vote.

Submitted by Recorder

Amy Perrine: _____

Clerk Woltjer: _____

Alan Overland, Chairman: _____