

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

- 1. The Meeting was called to order at 6:32 pm at Moose Lake City Hall** 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. The agenda was distributed. Changes: Public Hearing for Short Term Rental (STR) and Dog Ordinances added to Old Business, item D. The agenda with changes was approved.
- 2. Clerks Report.** November 9, 2023 board meeting minutes were read by Clerk Woltjer. Minor corrections made. **Motion** by Bahktiari to approve the November minutes with corrections. Second by Overland. Overland Aye, Bakhtiari Aye, Kroening Nay. 2-1 vote. Clerk Woltjer read the minutes for the special meeting held at the Moose Lake Area Fire District (MLAFD) on November 30, 2023 . The meeting was held to discuss issues related to the township joining the MLAFD. Motion by Bakhtiari to approve the minutes, second by Overland. Motion carried. 3-0 vote.
- 3. Treasurers Report.** Mossberg presented the financial reports. The total cash balance as of November 30, 2023 was \$865,539.05. **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.
- 4. Public Input.**
  - a. Jude Stephens commented.
- 5. Old Business**
  - a. **ESST (Earned Sick & Safe Time) Policy 2024 Budget.** Treasurer Mossberg discussed the required State of MN documentation and posting of information related to ESST. **Motion** by Bakhtiari to approve posting the documentation for the ESST policy, second by Overland. Motion carried. Vote 3-0.
  - b. **Joining Fire District Discussion.** Bakhtiari reported on the November 30, 2023 Special Meeting. The discussion involves determining the steps for joining the MLAFD. The consideration is in the early stages. Treasurer Mossberg reported Windemere Township doesn't have a contract for 2024 with the fire district.
  - c. **2024 Budget.** Ron Mossberg reported the 2024 budget is completed. **Motion** by Bakhtiari to adopt the 2024 Budget, second by Overland, Motion Carried. Vote 3-0.



**d. Public Hearings for Short Term Rental (STR) and Dog Ordinance. Motion** by Overland to hold the public hearings for the STR and Dog Ordinance at Camp Miller on January 11, 2024 beginning at 7:00 p.m., second by Bakhtiari. Overland Aye, Bakhtiari Aye, Kroening Nay. Vote 2-1.

**6. New Business**

- a. Printer/Copier.** Clerk Woltjer reported the printer at the townhall is too expensive to repair. Decision to replace the printer was tabled until January meeting. Options will be considered.
- b. Request for Reimbursement for Waldhalm for work performed on the Sturgeon Lake Outlet.** Genereau reported on the work completed to improve the Sturgeon Lake outlet where it crosses Co. Road 46. **Motion** by Kroening to approve the \$7,285 for improving the Sturgeon Lake outlet, second by Bakhtiari. Motion carried. 3-0 vote.
- c. 2024 Annual Polling Place – Location. Motion** by Overland to have the polling location for the March Primary on 03/05/2024 at the township shop. The shop and the town hall have the same address, second by Bakhtiari. Motion Carried. Vote 3-0.
- d. Board of Supervisor Other.**
  - 1. Motion** by Bakhtiari to allow the Windemere Lake Association to supply and post signage to promote membership at no cost to township. Second by Overland. Motion carried. Vote 3-0.
  - 2. Property Insurance. Motion** by Bakhtiari to increase coverage on the shop building to \$158,362, up from \$106,483, second by Overland. Motion carried. Vote 3-0.
  - 3. Location of Township Meetings.** Attorney Couri has advised town board meetings should be held in the township. **Motion** by Bakhtiari to move the monthly town board meetings, until further notice, to Camp Miller, second by Overland. Motion carried. Vote 3-0.
  - 4. Town Hall Mold.** Kroening requested a timeline for mold removal. The matter was discussed. Bakhtiari is working on getting additional proposals.
  - 5. Zoning Administrator.** Genereau reported he is resigning effective May 2024. He recommended posting the position. The board tasked the planning commission to discuss and recommend township administrative solutions.

**8. Road Update.** Assistant to the Road Supervisor Anderson reported on the completed and pending road work. The report is on file with the clerk.

**9. Zoning Update.** Genereau reported the Board of Adjustment will be reviewing accessory building variances on Sturgeon Lake. He will be attending the



Windermere Sanitary Sewer District because Windemere ordinances conflict with the Sanitary District's rules.

**10. Planning Commission.** No Report.

**11. Fire District Update.** 6 calls; 3 medical calls, 2 building fires, 1 vehicle fire.

**12. Public Input.**

a. Ron Buetow commented.

b. John Minke commented.

**Suspicious Package.** A package with a fake return address containing material obviously intended to intimidate Bakhtiari and/or harass Vern Anderson was delivered to the township on September 7, 2023. The clerk presented the package. Bakhtiari asked the elected officials, one by one, if they were involved in this stunt. All denied. Clerk was questioned as to why the package was held in her possession for nine weeks. Clerk Woltjer responded: "shit happens."

**13. Review Claims**

a. **Claims:**

PAY 2312

EFTs: EFT 23-27, 23-28, 23-29

Checks # 13466 thru 13489

Direct Deposits: 1629 to 1635

For a total of \$61,771.61

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

**14. Open Mail and Review**

a. Routine mail was handled.

b. Request for a donation for the Moose Lake Post Prom Committee. **Motion** by Kroening to donate \$100 to the Post Prom Committee, second by Overland. Overland Aye, Kroening Aye, Bakhtiari Nay. Vote 2-1.

c. Mossberg received an email announcing the completion of round one of the Broadband Development for high-speed internet service to the townhall.

d. Assistant Road Supervisor Anderson clarified the details related to the recent dispatch for salting the roads and reported being advised by Pine County Highway Department that salting gravel roads is not recommended.



e. Public Notices. Genereau will work with the clerk regarding the wording for the public notice in the newspaper for the STR and Dog Ordinances including reference to the township website for the posting of the proposed ordinances.

**15. Motion to Adjourn Meeting** at 9:02pm, by Bakhtiari, second by Overland.  
Motion Carried. 3-0 vote.

**Submitted by Recorder  
Amy Perrine:** \_\_\_\_\_

*Amy Perrine 1/11/2024*

**Alan Overland, Chairman:** \_\_\_\_\_

