

Regular Monthly Meeting of the Windemere Township Board - February 11, 2021

The meeting was called to order at 6:34 PM by Chairman, John Wesely. Others present were Supervisors Heidi Kroening and Mark Dunaski, Clerk Cindy Woltjer, Treasurer Ron Mossberg, and Road Maintenance Department Foreman Mike Buetow.

Also, in attendance 20 participants via Zoom.

CLERK'S REPORT:

Clerk read meeting minutes from Special Budget Meeting held January 12, 2021. A motion was made by Wesely, second by Dunaski to approve said minutes. Roll Call Vote Taken: Wesely – Aye, Kroening – Aye, Dunaski – Aye. Motion Passed 3 Aye – 0 Nay.

Minutes from the January 14, 2021 regular board meeting were then read. A motion was made by Wesely, second by Kroening to approve said minutes with two changes. 1) Under Quotes for Geotechnical Core Sampling for Sturgeon Island Road it was reported by Mike Buetow that Pine County did not do any core sampling and 2) a couple grammatical errors were changed. Roll Call Vote Taken: Wesely – Aye, Kroening – Aye, Dunaski – Aye. Motion Passed 3 Aye – 0 Nay.

TREASURER'S REPORT:

Treasurer reported year end tasks were completed. Some tasks listed were employee W-2's, contractor 1099's, submitted the MATIT's worker's comp. audit, PERA Exclusion Report, submitted report on Outstanding Debt, cross training of new township clerk on claims processing. He has also started preparing for State Auditor's Financial Reporting form, and for the Board of Audit meeting on February 18, 2021. We received the final 2020 delinquent taxes from Pine County for \$8,378.22. Deposits for zoning permits for were \$1136.60. Motion made by Wesely, second by Dunaski to approve the Treasurer's financial report as submitted. Roll Call Vote Taken: Wesely – Aye, Kroening – Aye, Dunaski – Aye. Motion Passed 3 Aye – 0 Nay.

PUBLIC INPUT:

It was brought up that public comments on Zoom were not being addressed by the board. It was pointed out that the board does not see the "chat" comments at all during our meetings so it is not known what is being said. Residents are always welcome to call the members of the board with any concerns. Motion made by Dunaski to turn off the chat feature on zoom. Second by Wesely. Roll Call Vote Taken: Wesely – Aye, Kroening – Aye, Dunaski – Aye. Motion Passed 3 Aye – 0 Nay.

One resident listening was upset that the zoom chat was turned off until it was explained that the board can't see the questions or comments. Supervisors explained that calls or emails are always welcome.

Another resident commented that they would like to have an in person Annual Township Meeting.

OLD BUSINESS:

PLANNING COMMISSION OPENING:

Two letters of interest were submitted and read. Motion made by Wesely, second by Kroening to accept Dawson Gentry to fill the open position. Roll Call Vote Taken: Wesely – Aye, Kroening – Aye, Dunaski – Aye. Motion Passed 3 Aye – 0 Nay.

SOIL WATER CONSERVATION DISTRICT FUNDING:

There was discussion on a grant application for LRIP for Palon Road and Sturgeon Island Road. It was suggested that Palon Road would be a better qualified project for the funding and a 25% match/donation could be made for this project.

WINDEMERE TOWNSHIP 2021 BUDGET:

There was discussion on whether or not to propose or recommend a levy for road projects coming up in the future. It was decided to do a bit more research before making a final decision. A special meeting was set for March 2, 2021 at 6:30 PM to discuss the levy further.

STATUTORY DUTIES OF ELECTED TOWNSHIP OFFICIALS:

Before creating a new position, Supervisor Dunaski will do some checking into what each job entails for the next regular monthly meeting.

VENUE FOR THE ANNUAL TOWNSHIP MEETING:

There was discussion of whether to have the meeting at the Covenant Church in Moose Lake or YMCA Camp Miller. It was preferred to have the meeting within the township. A decision will be made at the Board of Audit meeting on February 18, 2021. It was agreed that there will be no Zoom at the Annual Meeting to make voting simple.

DISSEMINATION OF PUBLIC RECORDS ON THE WEBSITE:

Supervisor Dunaski suggested that documents applicable to the agenda items be posted on the website along with the agenda so people can see what is being discussed. A motion was made by Dunaski to remove the Treasurer’s synopsis from the website. Only meeting minutes, back up documentation, including financial reports and Zoom meeting information and Agenda can be posted to the website

before meetings. All other things need to have Board approval. Second by Wesely. Roll Call Vote Taken: Wesely – Aye, Kroening – Aye, Dunaski – Aye. Motion Passed 3 Aye – 0 Nay.

COMPENSATION GRID:

Motion made by Wesely to change the compensation grid to increase the Zoning Administrator to \$25 per hour and change the rate language for road maintenance supervisor and part time maintenance operators to be as per the union contract. Second by Dunaski. Roll Call Vote Taken: Wesely – Aye, Kroening – Aye, Dunaski – Aye. Motion Passed 3 Aye – 0 Nay.

WINDEMERE TOWNSHIP ROAD MAINTENANCE MANAGER:

Tabled for further discussion.

NEW BUSINESS :

BIRCHVIEW ROAD AND RUSH BLVD. CULVERTS: Mike Buetow reported that plans are ready at Pine County for both box culverts at a cost to the township of \$40,000 with participation of the road and bridge fund through the state. He suggested that both projects be bid at the same time because a single contractor would probably be doing both projects and that would save costs for such things as mobilization. It needs to be decided whether one or both of the projects will be done so Pine County can put them out for bids. Right of Way issues were also discussed. This item was tabled.

DOC’S SPORTS BAR – PULL TABS: It was decided that a Declaration document needs to be signed. A motion was made by Wesely for the Sturgeon Lake Lion’s to be able to sell pull tabs at Doc’s Sports Bar. Seconded by Dunaski. Roll Call Vote Taken: Wesely – Aye, Kroening – Aye, Dunaski – Aye. Motion Passed 3 Aye – 0 Nay.

UPDATED AUTHORIZATION CONTACTS FOR US BANK ACCOUNT: Suggestions were we can either close the account or update the signature card. Signatures were updated. In the meantime it was suggested that the treasurer research shorter term investments with better interest rates.

LPIR GRANT APPLICATION: Kroening is filling out the application for this grant for the Palon Road Project. A Project Projection Plan is needed with information on when we will be doing it, will it be done in stages, engineering specs, pictures to show scope of the road, etc. Project cost is estimated at \$350,000 with the township paying \$250,000 leaving the grant application at \$100,000. Also beneficial would be letters of support from the fire department, ambulances, sheriff’s department, school district regarding school buses, etc.

DOT DRUG TESTING: A program was discussed whether or how we need to sign up for drug testing. Kroening volunteered to check into it further.

BOARD OF ADJUSTMENT MEETING: Meeting time was changed to April 19, 2021 at 2 PM.

BOARD OF SUPERVISORS – OTHER :

State Senator Jason Rarick and Representative Mike Sundin were asked if they could attend a meeting. Wesely will contact them to see if March, April or May would work for them with April being the first choice. This would give time to create an agenda.

ROAD UPDATE :

Mike Buetow stated that all road issues had already been discussed in earlier topics.

ZONING UPDATE :

Heidi Kroening relayed that Dennis Genereau reported providing all the 110 permits from 2020 to the Pine County Assessor's office. He plans to do this quarterly going forward. He is working with the DNR on bluff slough and shoreline issues. Permit requests for 2021 are starting to come in. There are requests for a couple minor subdivisions. Requests have been made for information on renewable energy zoning regulations. He will be using the Windemere Township email this year so changes will be made to the Zoning page on the website. He will be bringing up to the board in March a proposal for a mailer to also include other township business.

FIRE DISTRICT UPDATE :

Mark Dunaski reported that a position of executive director has been created. In their meeting coming up next month they propose to discuss their levy proposal. They reported that Windemere had 5 runs last month, all of which were medical.

CLAIMS :

January 2021 claims were reviewed. Motion made by Wesely, seconded Kroening to approve the January 2021 claims as submitted. Approval of Payroll # PAY2102, EFT #s 21-05 & 21-06 & 21-07. Check #s 12796 through 12813, & Direct Deposit #s DD1329 through DD1337 for a total of \$43,261.95. Roll Call Vote Taken: Wesely – Aye, Kroening – Aye, Dunaski – Aye. Motion Passed 3 Aye – 0 Nay.

TOWNSHIP MAIL :

Township mail was opened and reviewed.

ADJOURN :

Motion made by Wesely, seconded by Dunaski to adjourn the meeting at 9:30 PM. Roll Call Vote Taken: Wesely – Aye, Kroening – Aye, Dunaski – Aye. Motion Passed 3 Aye – 0 Nay.

RESPECTFULLY SUBMITTED :

APPROVED :

Clerk, Cindy Woltjer

Chairman, John Wesely