

WINDEMERE TOWNSHIP, Pine County, Minnesota
91546 Military Rd., Sturgeon Lake, MN 55783
Town Board Meeting Minutes, August 10, 2023

1. **The Meeting was called to order at 6:30 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; Zoning Administrator Dennis Genereau.
2. **The agenda was distributed.** Added to Old Business: Sturgeon Island Bridge. The agenda was then approved.
3. **Clerks Report.** The July 13, 2023 board meeting minutes were read by Clerk Woltjer. Minor corrections made. **Motion** by Overland to approve the July minutes with corrections. Second by Bakhtiari. Motion Carried. 3-0 vote. Clerk Woltjer read the July 27, 2023 special meeting minutes **Motion** by Bakhtiari to approve, seconded by Kroening. Motion Carried, 3-0 vote. The clerk advises all contractors to get invoices in by the end of the month.
4. **Treasurers Report.** Mossberg presented the financial reports. **Motion** by Bakhtiari approve the Treasurers Report, second by Overland. Motion carried. 3-0 vote. The total cash balance at of July 31, 2023 was \$1,084,000. The detailed financial reports are posted on the township website. **Motion** by Overland to transfer \$202,001.09 from US Bank Money Center for the 2 funds coming due to FNB checking account, seconded by Bakhtiari. Motion Carried, 3-0 vote.
5. **Public Input.**
 - a. Heidi Gustafson commented.
 - b. Audrey Gentry commented.
 - c. Doug Craig commented.
6. **Old Business**
 - a. **FEMA Funding.** Kroening reported on the pending federal funding to reimburse 75% of the township's storm-related brush clearing costs; and, the submission of 100% government reimbursement of flood damage costs.
 - b. **Windemere Lakes Association Request.** Noah Cashman, vice-chair of the association requested forwarding of the High-Water Study by Houston Engineering to the DNR and specifically to request the department to review the report and give advice "with all due speed." Accordingly, a motion was made by Bakhtiari, seconded by Kroening. Motion carried. 3-0 vote.
 - c. **Sturgeon Island Bridge Update and Request.** Citizen Dennis Genereau presented a brief history of the bridge, the historical significance and popularity of what is known as Windemere's "Covered Bridge." While state aid will cover more than \$600,000 to build the new bridge platform; the project includes a foundation to hold a new cover for the bridge, not the actual cover. Because the cover would add a measure of safety and the potential to accommodate fishing, he asked the board to consider a public-private partnership to get the bridge covered at the approximate cost \$200,000 with \$50,000 from private fundraising. Moderate support along with expressed hesitation to spend \$150,000 on the bridge cover was expressed. No action was taken.

7. New Business

- a. **Requests for Information and Related Issues.** The matter of “electronic messages on township devices” was referred to attorney Couri for advice and resulted in the following clarifications: 1. All data along with all correspondence is township property, this includes records kept on the township owned email or all official's personal e-addresses. To preserve records, archives are in systematically in place. 2. Rural Minnesota townships are not subject to State Data Practices Act and therefore need not provide sensitive data and/or documents to anyone. 3. Releases of documents and/or data can be considered on a case-by-case basis. **Motion** was made by Overland to deny all current requests for township phone records, seconded by Bakhtiari, Motion carried. 3-0 vote. A records policy will be discussed prior to year-end.
- b. **Road Supervisor Bakhtiari gave a brief report on road work.** Assistant to the Road Supervisor Anderson gave a detailed report. The report is on file and available on request.
- c. **R.O.W. Clearing.** The brush clean-up work is currently on hold due to cost overruns. A total of 15-miles of road remains to be completed with some heavy clearing and some very minor brush work. The road supervisor will get multiple quotes and proceed with the remaining work which expected not to exceed \$175,000. Kroening expressed disagreement with the process. Overland clarified the method and previously agreed-to limits of the road supervisor's authority. A **motion** to clarify the road supervisor's authority to proceed with quotes to complete the R.O.W. clearing was made by Overland, seconded by Bakhtiari. Overland Aye; Bakhtiari Aye; Kroening No. Motion carried. 2-1 vote.
- d. **Warbler Ditching, Culvert, and Preparation for Asphalt.** Substantial improvements have been designed to control ATV traffic and prevent roadside erosion in cooperation with adjacent landowners, Pine County HD, MDOT and the snowmobile club. The result will be better traffic control. A change order is recommended to extend the new asphalt to meet the private road into Doc's at a cost of \$17,000. After explanation and discussion, a **motion** was made by Overland to approve the change order, seconded by Bakhtiari. Motion carried. 3-0 vote.

9. Zoning. Zoning Administrator Dennis Genereau reported:

- a. **8 new permits, 2 home additions, 6 garages.**
- b. **Sand Lake Resort settlement final agreement incomplete.**
- c. **Proposal to work on Shoreland Ordinance for eventual public hearing.**
- d. **Planning commission plan to work on a Noise Ordinance.**
- e. **Proposed STVR ordinance review by attorney Couri is in process.**

10. Planning Commission.

- a. Paul Horgen, member of the commission reported on the continuing work of the commission and urged the supervisors to schedule a Public Hearing on the STVR Proposed Ordinance as soon as practical to support the desired full implementation by June 1, 2024. **Motion** by Bakhtiari to schedule the STVR Ordinance Public Hearing on September 28, 2023 at 6:30pm, seconded by Overland. Motion carried. 3-0 vote.

- 11. Fire District Update.** Bakhtiari reported 10 calls, 6 medical, 1 accident-no injuries, 1 cancelled call, 1 gas leak, 1 grass fire.

12. Public Input.

- a. Ron Buetow commented.
- b. Tim Flor commented.

13. Review Claims

a. Claims:

PAY23-08;
EFTs: EFT 23-18, EFT23-19,
Checks # 13389 thru 13408
Direct Deposits: 1599 to 1606
For a total of \$263,442.54

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

14. Open Mail and Review

15. Motion to Adjourn Meeting at 9:25pm, by Bakhtiari, seconded by Overland. Motion Carried. 3-0 vote.

Submitted by Recorder

Amy

Perrine

Amy L Perrine 12/14/23

Clerk Woltjer:

Alan Overland, Chairman:

[Signature] 12/14/23