

Regular Monthly Meeting of the Windemere Township Board - June 10, 2021

The meeting was called to order at 6:30 PM by Vice Chair, Heidi Kroening. Others present were Supervisor Mark Dunaski, Clerk Cindy Woltjer, Treasurer Ron Mossberg, Zoning Administrator, Dennis Genereau, Jr. and Road Maintenance Superintendent Mike Buetow.

Also, in attendance were 7 Windemere residents and 16 participants via Zoom.

CLERK'S REPORT:

Clerk read meeting minutes from the Regular Meeting May 13, 2021. Clerk Woltjer then stated she received a letter from Chairman John Wesely and gave it to Supervisor Kroening to read aloud. The letter stated that Chairman Wesely was resigning his position as of the date of the letter – June 4, 2021. A motion was made by Kroening, second by Dunaski to approve said minutes as presented with corrections to the contractor's name from Lampert to Landwher. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion Passed 2 Aye – 0 Nay.

TREASURER'S REPORT:

Treasurer Mossberg gave his report for May 2021 activity. Some zoning fees were deposited. There should be additional revenues from tax forfeitures for approximately \$20,000 and the first half property taxes should be approximately \$220,000. He also stated that 2 claims checks have not been cashed and with board approval will void and reissue them. US Bank has refunded the \$5 a month they have been deducting and the balance should be around \$62. Balances in cash accounts at the end of the month are approximately \$1.3 million. Motion made by Kroening, second by Dunaski to approve the Treasurer's financial report as presented. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion Passed 2 Aye – 0 Nay.

PUBLIC INPUT:

One resident had questioned why a liquor license had been held up for permit concerns. That issue had already been resolved.

A second resident questioned why the \$1.3 million was being carried on the books and not invested and was told that it is because it will be needed to fund some of the upcoming projects and that the interest rates were so low it is the same to get the interest rates at the bank.

A couple other residents had questions concerning the condition of Sturgeon Island Road – could it be budgeted for repairs this year.

Another resident commented that he thought that John Wesely did a good job on the board and wanted to say he would be missed.

Another resident commented that it had been difficult at times to hear the Zoom meetings and could everyone speak louder. It has since improved. It was also stated it was a good idea to have a township co-ordinator/administrator for our township since it is probably the largest township in Pine County. It would be beneficial to the flow of township business and would support a decision to have a co-ordinator.

AGENDA CHANGE :

It was stated by Supervisor Kroening after conversing with MAT Attorney Steve Fenske that the Open Meeting Law Violation would not be part of the agenda for the evening. Mr. Mossberg was encouraged to call Steve Fenske and talk to him regarding his concerns and then was given 3 minutes to speak on this subject as a private citizen as public input.

OLD BUSINESS:

Township Internet Connection:

Supervisor Dunaski stated that the internet has been connected by Frontier and the speeds seem to be acceptable.

Sturgeon Lake High Water :

Supervisor Dunaski invited Mike Opat of Huston Engineering to speak on the subject of high water issues on Sturgeon Lake. Mr. Opat presented ideas that could be beneficial to high water issues with Sturgeon Lake if we choose to work with them.

Township Laptop Rollout :

Treasurer Mossberg asked what the status was on his laptop and hasn't heard back from Jason Haukland about setting him up as administrator of his own laptop. Jason had left a message that Ron's laptop had been set up for him previously and left at the township hall where Ron had left it.

NEW BUSINESS :

3.2 Liquor License :

Clerk Woltjer stated she received paperwork from Pine County regarding renewals of two liquor licenses and wanted the board to decide if the township would also charge a fee for these renewals. Chair Kroening stated we have not done so in the past. Clerk Woltjer will do some checking to see what the actual process has been in the past and report back.

Parkview Drive Bid :

A motion was made by Supervisor Dunaski, seconded by Kroening to accept the bid from Knife River for \$79,652.50 for Parkview Drive Project. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion Passed 2 Aye – 0 Nay.

Request from Moose Lake School District:

Chair Kroening stated Moose Lake School District has requested 50 yards of class 5 material, delivered from Windemere Township for a trail they will be putting in behind their school for the students to use as outdoor classroom sites. It was estimated that the cost would be approximately \$825 to the township. A motion was made by Chair Kroening, seconded by Dunaski to donate and deliver 50 yards of class 5 to the Moose Lake School. Mr. Buetow was asked to document the delivery for the township records. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion passed 2 Aye – 0 Nay.

Zoning Permit Signage :

Zoning Administrator Dennis Genereau commented on the township signage and how aged they are and asked if they could be replaced with better more visible signs. Mr. Buetow then said we may have some signs already. Mr. Genereau will check to see how many are needed and report back.

Budget Change Request :

Treasurer Mossberg reported that the \$250,000 for a building at the gravel pit was asked to be removed from the 5 Year Budget but could not find when it was requested. Supervisor Dunaski said it would be discussed at a future budget meeting so to leave it where it is for now.

Final 2021 Compensation Grid Document :

Questions were asked about the current compensation grid. Clerk Woltjer stated she could not find any paperwork in the files left by the former clerk to verify anything had been done with it. Supervisor Dunaski will be working with the clerk to update the records.

C-TAS Program :

Clerk Woltjer asked the board if they would approve buying the MAT recommended computer system for a \$300 flat fee for the clerk to use. Kroening made a motion, seconded by Dunaski to purchase the C-TAS software program for the township. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion passed 2 Aye – 0 Nay.

Board of Supervisors Other:

Chair Kroening made a motion, seconded by Dunaski for the clerk to post an ad for interest in filling the open supervisor’s position for the remainder of John Wesely’s term. Letters of interest to be directed and accepted by the clerk on or before Monday, June 30, 2021. . Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion passed 2 Aye – 0 Nay.

ROAD UPDATE :

A special meeting was set for Tuesday July 6, 2021 at 6:30 PM at the township hall to discuss the Annual Road Review Results.

A motion was then made by Kroening, seconded by Dunaski to appoint Mark Dunaski as the Road Maintenance Supervisor. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion passed 2 Aye – 0 Nay.

PLANNING COMMISSION UPDATE :

Cindy Carlson from the Planning Commission gave a report on special items or ordinances to address that are outdated. She also stated the VRBO's are now referred to as Short Term Rentals to deflect any confusion with a company that uses the same name. The township has no ordinance for any situations that arise from problems with any new short term rentals and also rules for how many campers are allowed on a property. The committee would like to have some ideas for rules to set up at the August Planning Meeting. She stated that Zoning Administrator Dennis Genereau is doing an outstanding job and is busy so he needs help. If there are any problems to be sure to call Cindy directly 218.372.3525.

ZONING UPDATE :

Administrator Dennis Genereau stated that there have been 41 permits issued for the year so far as of 6/2. Many are for shoreline restorations, grade and fills, the rest being dwellings, garages, decks, gazebos and pole buildings. A couple have been for businesses. There is a proposed 3 season type restaurant for things like pizza and ice cream. The Toy Barn wants to add an additional storage structure. Also the 49 Unit Project on Sand Lake is moving ahead with Mark Lambert. The plat for Gockowski/Kruse Project on the NE side of Sturgeon Lake has been assigned to the state and they will move ahead with the septic variance.

The Planning Commission meeting talked about the issue of too many campers on a site. They also had discussion on Short Term Rentals.

He has been working on a Blighted Property Form to give to a resident to acknowledge there is a problem and a 10 week plan on how to properly clean up.

A motion was made by Kroening, seconded by Dunaski to allow Phil White to assist Dennis for approximately 8 hours a week when needed at the rate of \$16 per hour as a Seasonal Deputy Zoning Employee. Treasurer Mossberg stated, for Pera reasons, that his pay needs to stay under a certain amount before making a difference. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion passed 2 Aye – 0 Nay.

ROAD UPDATE :

Mr. Buetow stated that the Moose Lake gravel could only cost the township \$450 instead of \$825 previously stated.

Chip Sealing – we only received one bid from Fahrner Asphalt Sealers for \$63,394.05 for 5 roads doing patch and chip sealing. A motion was made by Dunaski, seconded by Kroening to accept the bid from Fahrner for \$63,394.05. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion passed 2 Aye – 0 Nay.

Mr. Buetow stated he talked with Tom Wilson at Erickson Engineering for an update on the Sturgeon Island Bridge. It will go before the MNDOT Board for bids in the fall with possible construction next year.

He also talked with Tom Wilson about Sturgeon Island Road and Palon Road. Core samples were done on the upper portion of Sturgeon Island Road and results were not very good. He stated that Palon Road could be engineered and put out for bids now.

A motion was made by Dunaski, seconded by Kroening for the clerk to publish gravel hauling bids for more or less 4000 yards. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion passed 2 Aye – 0 Nay.

A motion was made by Dunaski, seconded by Kroening to put out bids for rental trucks for gravel hauling and equipment mobilization. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion passed 2 Aye – 0 Nay.

FIRE DISTRICT UPDATE :

Supervisor Dunaski reported that the Moose Lake water tower will be out of service for 6 weeks this summer for maintenance. He also reported that the Fire Department stressed that they would like to see Palon Road paved.

CLAIMS :

May 2021 claims were reviewed. Motion made by Kroening to approve the May 2021 claims as provided. Approval of Payroll #PAY2106, EFT #s 21-19, 21-20, & 21-21. Check #s 12873 through 12896, & Direct Deposit #s DD1370 through DD1378 for a total of \$36,327.59. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion Passed 2 Aye – 0 Nay.

TOWNSHIP MAIL :

Township mail was opened and reviewed.

ADJOURN :

Motion made by Kroening, seconded by Dunaski to adjourn the meeting at 9:10 PM. Roll Call Vote Taken: Kroening – Aye, Dunaski – Aye. Motion Passed 2 Aye – 0 Nay.

RESPECTFULLY SUBMITTED :

APPROVED :

Clerk, Cindy Woltjer

Vice Chair, Heidi Kroening