

## **Regular Monthly Meeting of the Windemere Township Board - August 12, 2021**

The meeting was called to order at 6:30 PM by Chairperson, Heidi Kroening. Others present were Supervisor Mark Dunaski, Supervisor Tony Bakhtiari, Clerk Cindy Woltjer, Treasurer Ron Mossberg, & Zoning Administrator, Dennis Genereau, Jr.

Also, in attendance were 5 Windemere residents and 12 participants via Zoom.

### **CLERK'S REPORT:**

Clerk read meeting minutes from the Regular Meeting July 8, 2021. A motion was made by Kroening, second by Bakhtiari to approve said minutes as presented. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

Clerk then read the minutes of the Special Meeting of the Board on July 27, 2021 at 9:00 am for Bid Openings for the Palon Road Project and the Sturgeon Island Road Project. A motion was made by Kroening, second by Bakhtiari to approve said minutes as presented. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

Clerk then read the minutes from the Special Meeting of the Board on July 27, 2021 at 6:30 pm for the Grader Repair, Bid Awards and Possible Open Meeting Law Violations. . A motion was made by Kroening, second by Dunaski to approve said minutes as presented. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

### **TREASURER'S REPORT:**

Treasurer Mossberg gave his report for July 2021 activity stating that it had been a good month regarding zoning permits. There were three checks that were never cashed so they were voided and reissued. The only large expense in July was our annual insurance to MAT. Treasurer Mossberg stated that we need to order more checks, envelopes and deposit books and was given permission to do so by the Board. Motion made by Kroening, second by Dunaski to accept the Treasurer's financial report. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

### **PUBLIC INPUT:**

The first resident commented on how much work the supervisors actually do. She also suggested the possibility of purchasing additional insurance coverage for the board for any damaging claims that might be directed to the board in the future. She suggested that everyone should be a team player.

Another resident had comments he directed to Mr. Mossberg for not attending the special meeting that was scheduled specifically for him to address concerns that Mr. Mossberg had regarding the Open Meeting Law after he said he would be there. He also said it was a shame that that specific meeting was not recorded.

A third resident made comments about the work being done on his road and the speed limit signs have disappeared and he would like to have the 30 mile per hour signs put back up. Supervisor Dunaski stated that the signs are scheduled to be put up after the road work is done along with a watch for pedestrian sign.

No one on Zoom had any comments.

#### **OLD BUSINESS:**

##### **Sturgeon Lake High Water :**

Supervisor Dunaski reported that he has been in contact with our local Commissioner JJ Waldham and the Pine County Commissioners have ok'd funding a feasibility study for up to \$25,000 regarding the high water issue on Sturgeon Lake. He has received a contract with Pine County for funding this feasibility study. He stated that there are federal guidelines that have to be followed and will check into those before it is let out for bids. Supervisor Dunaski made a motion to accept Pine County's offer on this issue, seconded by Bakhtiari. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

##### **Township IT:**

Supervisor Dunaski stated that since we now have high speed internet should the board consider having Zoom as an option for all the meetings and have all meetings recorded as well. He mentioned that although it is appreciated, it is not Treasurer Mossberg's job to be the IT person to have to set up Zoom and do the recordings. A special meeting was suggested to discuss a possible IT person to handle this issue along with all other IT and computer issues.

##### **Island Lake Box Culvert :**

Supervisor Dunaski reported that this is scheduled for next year and would like to proceed with the engineering so it will be ready by spring. A motion was made by Dunaski, seconded by Bakhtiari, to proceed with engineering of the Island Lake Box Culvert. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

#### **NEW BUSINESS :**

##### **ARPA – American Rescue Plan Act :**

Supervisor Dunaski reported that Windemere Township is eligible for approximately \$200,000 under this program and has been submitting the paperwork so the township can receive it. The township has 3 years to spend this money and it can be used for more things than the Cares Act money was used for. A motion was made by Dunaski, seconded by Kroening to apply for the ARPA money. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

**Island Lake Road Shoreline Reinforcement :**

Chairperson Kroening stated that this project has some funding coming from the Soil and Water Conservation District so it needs to be done this year. A motion was made by Kroening, seconded by Dunaski to put this project out for bids based on the Soil and Water Conservation District engineer’s specifications to be completed this year. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

**Road Construction Update :**

Supervisor Dunaski reported that Parkview Road is almost complete. Sturgeon Island Road, Seg. 2 has been started and should be completed sometime in the next two weeks along with Palon Road. Hand borings have been done on Palon Road over concerns that the matting had moved on the north end near the county line and it was confirmed that the matting is still in the correct place.

**Request for Bids to Mobilize Equipment :**

A request was made by Supervisor Dunaski to repost a previous request for bids for the mobilization of township equipment since there was no response the last time it was posted.

**Board of Supervisors Other:**

Supervisor Kroening stated that Pine County will soon have a Household Hazardous Waste drop off at the Willow River Transfer Station for the convenience of the residents in northern Pine County.

Supervisor Dunaski stated he was able to find a dipstick for the fuel tank.

**ROAD UPDATE :**

Supervisor Dunaski made a brief discussion on the upcoming road projects. The issue with the billing for the Balsam Lake Culvert Project has been resolved and the final payment is being made with the current claims. Chip sealing of some roads will be started in a few days. Contact was made with Erickson Engineering regarding the Sturgeon Island Bridge. The preliminary engineering design has been submitted to MDOT, the Corps of Engineers and the DNR so the appropriate permits can be obtained. It will be started next year. Supervisor Dunaski recommended that we contact an engineering firm to look at Sturgeon Island Road – Seg. 1 to coincide with the bridge project so bids can be let as soon as the bridge is completed.

**ZONING UPDATE :**

Administrator Dennis Genereau stated that there have been 71 permits issued to date. For any work with shoreline restoration there needs to be proof of erosion and a solid plan on how to repair it. The camper issue was talked about at the Planning Meeting and decided that the ordinance should be enforced as written. Dennis has been informing residents and campground owners that they need to comply with the ordinance.

The owner on Sturgeon Lake outlet has asked for a permit, since the water level is so low, to be able to clean up old things that are in the water. They plan to work closely with Mr. Genereau and the DNR on this project.

Mr. Genereau stated that on the Island Lake Road Shoreline Restoration project he has no jurisdiction to issue any permits on the Right of Ways.

**PLANNING COMMISSION UPDATE :**

The Planning Commission is working on an ordinance for Short Term Vacation Rentals (STVR's).

**FIRE DISTRICT UPDATE :**

Supervisor Dunaski reported that at the July meeting there were no issues that concerned Windemere Township. The Moose Lake Fire Department offers free fire alarms along with installation for all Windemere residents. Just contact the fire department for your free fire alarm.

**CLAIMS :**

July 2021 claims were reviewed. Motion made by Kroening, seconded by Bakhtiari to approve the July 2021 claims as provided. Approval of Payroll #PAY21-0721 & 21-08, EFT #s 21-26, 21-27, 21-28, 21-29 & 21-30. Check #s 12911 through 12938, & Direct Deposit #s DD1388 through DD1400 for a total of \$47,109.53. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

**TOWNSHIP MAIL :**

Township mail was opened and reviewed.

**ADJOURN :**

Motion made by Kroening, seconded by Bakhtiari to adjourn the meeting at 8:25 PM. Vote Taken: Kroening – Aye, Dunaski – Aye, Bakhtiari - Aye. Motion Passed 3/0.

RESPECTFULLY SUBMITTED :

APPROVED :

Clerk, Cindy Woltjer

Chair, Heidi Kroening