

WINDEMERE TOWNSHIP, Pine County, Minnesota
91546 Military Rd., Sturgeon Lake, MN 55783
Town Board Meeting Minutes, May 9, 2024

1. The Meeting was called to order at 6:30 pm at YMCA Camp Miller 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 Paul Horgen, Zoning Administrator Dennis Genereau, Assistant to the Road Supervisor Vern Anderson.
2. Approval of Agenda. Motion by Bakhtiari to approve the agenda, second by Overland, Motion carried. 3-0 vote. The agenda was approved.
3. Clerks Report. March 14, 2024, board meeting minutes were read by Clerk Woltjer. Minor corrections made. Motion by Bahktiari to approve the April minutes with corrections, second by Overland. Motion carried. 3-0 vote.
4. Treasurers Report. Horgen reviewed the financial reports. The total cash balance as of April 30, 2024, was \$994,606.23. Motion by Bakhtiari to approve the Treasurers Report, second by Overland. 3-0 vote. Motion carried. The detailed financial reports are posted on the township website.
5. Public Input.
 - a. Cindy Woltjer commented.
 - b. Tim Flor commented.
6. Old Business
None.
7. New Business
 - a. Petition by Jon Hedin to vacate a road on Sturgeon Island. Motion by Overland for a Public Hearing on June 13, 2024, at 8:30pm for vacating an unused portion of Shoreside Lane on Sturgeon Island as petitioned by Jon Hedin, second by Bakhtiari. Vote 3-0. Motion carried.
 - b. Reschedule Road Review. Motion by Overland to set the supervisor's road review in September or October, second by Bakhtiari. Overland Aye, Bakhtiari Aye, Kroening Nay. Vote 2-1. Motion carried.
 - c. Set Date to Interview/Hire Town Coordinator. Motion by Bakhtiari to conduct the interviews on May 23, 2024, at 1:00 pm at 316 Elm Ave., Moose Lake, with an alternate date of May 17, 2024, at 4:00 pm second by ~~Bakhtiari~~ Overland Aye, Bakhtiari Aye, Kroening Absent. Vote 2-0. Motion carried. *Overland*

- d. Board of Supervisors Other.
1. Overland reported on an office available for rent at 316 Elm Ave., Moose Lake to use as the Township office for the new coordinator and hold meetings for \$420.00/month and \$50 per use for use of the large meeting room. Motion by Overland to sign a one-year lease with Scott Anderson Property Management for the office space at 316 Elm Ave., Moose Lake for the \$420/month including utilities for the office space and the larger meeting room for \$50 per use with an additional cost for internet service, second by Bakhtiari. Vote 3-0. Motion carried.
 2. Motion by Bakhtiari to hold the monthly board meetings in June, July, August at the Moose Lake City Hall, second by Overland. Vote 3-0. Motion Carried.
 3. Bakhtiari recommended a committee be set up to determine the cost-benefit analysis for a future townhall. Motion by Overland for each Supervisor to recommend two candidates willing to serve on a townhall study committee, second by Bakhtiari. Vote 3-0. Motion carried. The candidates will be named at the June meeting.
 4. The township pit will be open to Windemere citizens every third Saturday of each month through September if needed October from 9:00 am to 1:00 pm with proof of residency for brush and leaves, no stumps will be allowed.
 5. Kroening asked about the R.O.W. process and who makes the determination for inspection and engineering. Anderson reported the designated engineering firm makes the determination.
 6. Motion by Bakhtiari to hold the Proposed Draft Shoreland Ordinance Public Hearing on May 30, 2024, at 6:30pm at the township office located at 316 Elm Ave., Moose Lake, MN, second by Kroening. Vote 3-0. Motion carried.
8. Road Update. Assistant to the Road Supervisor Anderson reported on the completed and pending road work. The report will be posted on the township website.
- a. Anderson discussed the township pit cleanup and the need for a pit boss. Motion by Bakhtiari to designate Gobel Excavating at no cost to the township as the pit boss and allow the company to buy sand from the township at market value in exchange for Gobel to provide clay to make the class 5, needed for the township, second by Overland. Bakhtiari Aye, Overland Aye, Kroening Nay. Vote 2-1. Motion carried.
 - b. Motion by Bakhtiari for Vern Anderson, Assistant to the Road Supervisor, be a salaried employee at \$1,250.00/month plus mileage, second by Overland. Bakhtiari Aye, Overland Aye, Kroening Nay. Vote 2-1. Motion carried.
9. Zoning Update.
- a. Genereau reported 25 permits, 2 dwellings, 2 dwelling additions, 1 camper, 8 garages/pole barns/barn, 2 garage additions, 2 sheds, 4 shoreland restorations, 1 fence, 1 dormer, 2 permit renewals, 2 variances.
 - b. Conditional Permit Hearing for zoning map adjustment is in process.
 - c. There are permits that need to be closed out with a final inspection.

10. Planning Commission Update. Chair Diana Sandstrom requested approval for a \$750.00 fee for Application for Rezoning Properties. Motion by Overland to approve the \$750.00 fee as proposed, second by Kroening. Vote 3-0. Motion carried.

11. Fire District Update. No Report

12. Review Claims

Claims:

EFTs: EFT 24-11, 24-09, 24-12

Checks # 13556, 13558 thru 13574. Check 13557 voided.

Direct Deposits: 1664 to 1671

For a total of \$196,333.47

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

13. Open Mail and Review

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

Submitted by Recorder

Amy Perrine: _____



Alan Overland, Chairman: _____

