Meeting of the Windemere Township Board - April 12, 2018

The meeting was called to order at 6:30 PM by Clerk, Scott Danelski. Others present were Supervisors Pete Steen, John Wesely, Dale Kirkeby and Treasurer, Ron Mossberg.

The board reorganized.

Motion by Wesely, second by Kirkeby to nominate Pete Steen as the Board Chair. Motion passed.

Motion made by Kirkeby, seconded by Steen to nominate John Wesely as Vice-Chair. Motion passed.

The Clerk’s report was read and correction made. Motion made by Wesely, second by Kirkeby to approve Clerk’s report. Motion passed.

Treasurer’s report was read. Motion by Kirkeby, seconded by Wesely to approve the Treasurer’s report. Motion passed.

PUBLIC INPUT :

Delores Gockowski was present to discuss the board members stance on annexation of Windemere Township by the City of Moose Lake. All three board members stated they oppose it.

Tom Albrecht was present and requested the town board end the litigation regarding Mike Buetow and place him back to work immediately. Also requested information regarding who started the rumor of annexation of Windemere township by the City of Moose Lake.

Jake and Bridie Wickstrom were present and requested an additional road sign to be placed at the intersection of Rush Boulevard and Military Road and that the brush and trees be trimmed back to give a better line of site as it is a potential accident hazard. They also expressed concerns over debris that was discarded along Dago Lake Road. Kirkeby to investigate reports.

Ailene Croup was present and stated that orderly annexation of Windemere Township is still on the table according to a 2015 Duluth News Tribune article.

Paul Horgen was present and gave the Windemere Comprehensive Plan update. The Comprehensive Plan lists 27 recommendations to be given to the town board. A quantity of 100 printed copies of the Comprehensive Plan to be completed by May 5th, 2018. Two Public Open House informational meetings will be held in Miller Hall at Camp Miller. The first will be on Saturday May 5th from 1 - 3 PM and the second meeting will be held on Saturday June 23rd from 9:30 – 11:30 AM.

Terry Schuman was present and presented a donation check from the North Pine Riders Snowmobile Club for $1000.00 given to the township to be used for milfoil treatment.

OLD BUSINESS :

Mack truck – No update.

Island Lake Outlet Culvert

Motion made by Steen, second by Wesely for Windemere Township to make up to $30,000.00 in contributions or in-kind assets toward the cost to replace/repair the Island Lake outlet culverts, contingent on the approval of the pending State Finance Bonding Bill 3812 and then subsequently signed by the Governor. Motion passed. Easement needed to complete the Island Lake outlet culverts replacement and repairs to be obtained by Pine County. Subsequent annual maintenance of Island Lake outlet culverts to be completed by the Windemere Township Lakes Association.

NEW BUSINESS :

Supervisor John Wesely stated that there is no conflict of interest with him being on the Windemere Township Board of Supervisors and working at the First National Bank of Moose Lake.

Larry Slater was present requested that the Township Board stop all legal action against Mike Buetow, honor his contract, and put him back to work immediately. No Action Taken.

Motion made by Kirkeby, seconded by Wesely to approve the Moose Tracks cleaning contract to pay $30/Hour to clean the Town Hall and washroom once a month. Motion passed.

Motion made by Steen, seconded by Wesely for only current township board members, officers, and employees to have access to township email addresses. Motion passed.

Motion made by Steen, seconded by Wesely to temporarily change the township’s mailing addresses to Clerk, Scott Danelski’s, home address and then permanently change the mailing address to the Town Hall address when a locking mailbox can be installed. Town Clerk is approved to spend up to $300.00 for a new locking mailbox. Motion passed.

Motion made by Kirkeby, seconded by Steen to move the Planning Commission meeting date. Need to move the Planning Commission meeting date to the third Thursday of the month at 6:30 PM at the Town Hall due to conflicting times with the new Town Board monthly meeting dates. Motion passed.

Motion made by Kirkeby, seconded by Steen for township to complete construction to alleviate Warbler Lane flooding. The township to place an 18-inch culvert and build up Warbler Lane. Motion passed.

Discussion was had about paying township internet service bill outside of the normal monthly claims process. No action taken.

Palon Road Project Update - Straight Line Survey Company completed the surveying. Kirkeby to speak with Erickson Engineering & the closed bid package to be sent out in three weeks.

Additional Supervisor Duties - Steen discussed the splitting up of additional duties to each supervisor. five additional duty areas were discussed. Discussion tabled until May 2018 board meeting.

2018 Compensation Resolution completed for township officers and employees.

**Board of Supervisors Chairperson - $90.00 / Meeting**

**Board of Supervisors - $80.00 / Meeting**

**Township Treasurer - $450.00 / Month PLUS $75.00 / Meeting**

**Township Clerk - $450.00 / Month PLUS $75.00 / Meeting**

**Zoning Department Administrator - Hourly Rate $21.00 / Hour**

**Zoning Department Employees - Hourly Rate $15.00 / Hour**

**Road Maintenance Department Road Supervisor - Hourly Rate $33.76/ Hour**

**Road Maintenance Department Operator - Hourly Rate $21.00/ Hour**

**Road Maintenance Department Laborer - Hourly Rate $15.00/ Hour**

**Election Judges - Hourly Rate $15.00/ Hour**

**All-Day Event/Meeting Rate - $160.00 / Day**

(4 Hours or more)

**Additional Clerical Hourly Rate - $15.00 / Hour**

**Mileage Rate - $ .545 / Mile**

**Meal Reimbursement - $7 – Breakfast / $15 – Lunch / $20 – Dinner**

(Outside of 30 Mile Distance)

Motion made by Steen, seconded by Wesely to accept 2018 Compensation Resolution. Roll call vote was taken. 3 Aye – 0 Nay. Motion passed.

Tree trimming sample by Vahalla Tree Service discussed. Vahalla was able to complete 3.2 miles of road right-of-way clearing during an 8-hour period. Cost was $140/hour. Motion by Steen, seconded by Kirkeby to approve Vahalla Tree Service to complete up to and not to exceed 80 hours of additional road right-of-way tree trimming. Motion passed. Public notice posting of the tree trimming work to be placed in Star Gazette, Evergreen and on the Windemere Township website.

Request for proposal for external audit. Ron Mossberg spoke to town board about improving the township’s processes. Motion made by Kirkeby, seconded by Wesely to give township treasurer permission to seek outside services and request vendors to give bids for an external audit of Windemere Township procedures. Motion passed.

Fire District update given by Pete Steen.

Zoning Administration update was given by Ryan Clark. The new Township Zoning Office hours will begin the first weekend in May. Fridays and Saturdays 8 AM to Noon. Public notice of office hours to be placed on township website.

Road update was given by Dale Kirkeby. Palon Road Project out for bid. Twilight and Warloe roads are under contract with Pine County for the engineering.

Public input & response was given to meeting.

Upcoming Board meetings were discussed. Local Board of Equalization & Adjustments meeting to take place on Monday, April 16, 2018. Town Board to make arrangements for meeting with County Attorney, Brandon Fitzsimmons, and also for the Wilson variance.

March 2018 claims were reviewed. Motion made by Kirkeby, seconded by Wesely to approve March 2018 Claims. EFTs - 1808 through 1810, Checks - 11853 through 11886, & Direct Deposits - 1057 through 1063 for a total of $28,793.48. Motion passed.

Township mail opened and reviewed.

Motion made by Kirkeby, seconded by Wesely to adjourn the meeting. Motion passed.

RESPECTFULLY SUBMITTED : APPROVED :

Scott Danelski, Clerk Pete Steen, Chairman