

WINDEMERE TOWNSHIP, Pine County, Minnesota

3084 Farm to Market Rd, Sturgeon Lake, MN 55783

Town Board Meeting Minutes October 9th, 2025

1. The Meeting was called to order at 5:30 pm at Sturgeon Lake City Hall by Chairman Alan Overland. The meeting opened with the Pledge of Allegiance. Supervisors Present: Alan Overland, Heidi Kroening, and Tony Bakhtiari, Clerk/Treasurer Paula Engstrom, Planning Commission Chair Paul Horgen. Absent: Road Manager Vern Anderson II
2. Approval of Agenda. No Additions Motion by Bakhtiari to approve the agenda, seconded by Overland. Motion carried. Vote 3-0.
3. Clerk/Treasurer Updates.
 - a. A few normal bills were not received and there was a communication that an item sent to the old town hall address was returned to sender. Paula to check with post office if the mail forward is no longer active.
4. Board Approvals
 - a. Overland confirmed all supervisors received a copy of the September meeting minutes. Motion by Bakhtiari to approve the August minutes without change, seconded by Kroening. Motion carried. Vote 3-0.
 - b. Overland confirmed all supervisors received a copy of the financial reports, Paula to go back a few months to correct entries before next meeting.
 - c. Overland confirmed all supervisors received a copy of claims prior to the meeting – total claims of \$31,757.64. Motion by Bakhtiari to approve the claims in the amount of \$31,757.64, seconded by Kroening. Motion carried. Vote 3-0.
5. Public Input.
 - a. Marissa Murdy commented.
 - b. Sue Hubbard commented.
 - c. John Menke commented.
6. New Business
 - a. **Windemere Ridge Final Plat**: Corrine Youso presented final plat and supporting documentation to the board regarding Windemere Ridge. Preliminary approval and review with planning commission taken place in previous months. Motion by Bakhtiari to approve the final plat for Windemere Ridge seconded by Kroening. Motion carried. Vote 3-0
 - b. **Property Line Split**: Sandra Ebert presented information regarding a lot she and her sister have inherited from their father. Sandra and her sister would like to split the lot, and Sandra intends to sell her portion to a neighbor. Pine County directed them to the Windemere Board for approval. This land is within the shoreland moratorium which is expected to be lifted by February. Sandra was instructed to complete the application and work with WSB. Although there is nothing to approve at this time the board stated they do not see a problem with this moving forward once the proper process is completed. Item will be readdressed at that time.
 - c. **Resolution for lake reclassification**: Vern Anderson II presented background on a lake

west of the freeway that is currently classified as Public Water Wetland with a lake ID number. During the approval of the 2025 Shoreland Ordinance this classification was overlooked and the Planning Commission feels it should be re-classified as a Natural Environment Lake. It meets all criteria to be defined as a lake and the DNR has agreed to look at this but they require a resolution from the Board to initiate the process. Kroening contacted the DNR for additional information and identified concerns regarding impact to surrounding businesses/residents, the potential length of the DNR process and updates required to the ordinance. The Board decided to table this item, do additional research and discuss at again and the November meeting.

- d. **Sturgeon Island Bridge maintenance agreement:** Sturgeon Island Covered Bridge & Road Association has proposed a maintenance agreement with Windemere Township where the Association would complete routine maintenance activities on the bridge cover at its own cost. Agreement would allow the Association to complete the maintenance eg. Painting, roof, lighting, etc. The Township owns the cover and pays for the insurance. Motion by Bakhtiari to approve the maintenance agreement, seconded by Overland. Motion carried. Vote 3-0
- e. **MLWSSD Board:** The MLWSSD Board is made up of representatives from Windemere Township, Moose Lake Township and the city of Moose Lake. Member Eric Nielson's term representing Windemere is up and he has expressed interest in staying on the board as their treasurer. Motion by Overland to reappoint Eric Nielson to the MLWSSD board, seconded by Bakhtiari. Motion carried. Vote 3-0
- f. **Select audit company:** At the last election it was decided to combine the clerk & treasurer positions. By state rules this would require a mandatory external audit, those rules have since changed. Overland received quotes from multiple companies (21K and 13K) regarding performing the audit. Although not required, the board would like to continue with the audit. Motion by Bakhtiari to hire Walker, Giroux and Hahne LLC to perform 2025 audit at cost of \$13,500, seconded by Overland. Motion carried. Vote 3-0

7. Old Business

- a. Representative Dotseth contacted Bakhtiari regarding a speed limit reduction on East Frontage Road. Someone had contacted Pine County but they stated Windemere Township board needs to do the request. Anderson II has received petitions in the past but nothing moved forward. Kroening will do additional research as the process is unclear and this will be readdressed in November.

8. Board of Supervisor Other.

- a. Kroening was contacted by an organization called Good Party with an offer to assist doing a survey within the township. They would survey ½ of the registered voters to obtain feedback on what they would like to see the board concentrate on. They are funded privately and with donations not by Windemere. The organization develops the questions but they would be reviewed before posting. Consent given by Overland and Bakhtiari for Kroening to move forward with the organization and bring additional information to future meetings.

9. Planning Commission Update.

- a. **Status Highlights:** Planning Commission took feedback into consideration and made some corrections within the proposed STR process. The STR ordinance is not

currently in effect because some filing and communication steps were not completed. There will be another public hearing to present the unchanged ordinance, and the proposed STR process prior to approval and filing. Goal is to have application process in effect early January. Shoreland Ordinance continues to be addressed by WSB with a goal to have updates completed by end of the year, timeline for public input next steps being defined. Zoning fees are being readdressed, the PC will do research and bring proposed rates to next meeting.

- b. Paul Horgen submitted a status report that will be posted with the meeting minutes.

10. Zoning Update.

- a. Report submitted by WSB. Emails, permits, updated documents, on site visits, code enforcement and website updates done.
- b. WSB status report will be posted with the approved meeting minutes.

11. Road Update.

- a. Calcium chloride and gravel work done in September.
- b. Crack sealing completed on Sturgeon Island road and Island Loop, about 9,800 ft of cracks.
- c. Road signs and posts have been delayed. Had a verbal agreement 2 years ago but the work was delayed twice and then communications stopped. Anderson II continues to look for a contractor to complete the work. We already have posts and the signs have been ordered.
- d. Potholes will be addressed in October.
- e. Quotes presented from Kiminski and Waldhalm Excavating for 1 yr plowing contract. Motion by Bakhtiari to accept bid from Gregory Waldham Utility & Excavating, LLC, seconded by Kroening. Motion carried. Vote 3-0
- f. Anderson II provided details in response to comments made during September meeting regarding potential funding from Pine County and past work on the bridge.
- g. Full report posted on the website.

12. Motion by Bakhtiari to adjourn meeting at 6:42 pm, seconded by Overland. Motion carried.
Vote 3-0

Submitted by Clerk/Treasurer

Paula Engstrom: 

Alan Overland, Chairman: 