

Regular Board of Supervisors Meeting Minutes **Thursday January 19th, 2023**

Call to Order/Pledge of Allegiance/Roll Call: Chair Booth called the Board of Supervisors Meeting to order at 7:00 pm and the Pledge of Allegiance was said. Those present at the meeting were Supervisors Greg Booth, Bob Johnson, Greg Bennett, Keith Card, Arlene Schmit and Clerk Jenna Ruggles. Residents in attendance included Brian Smith and Brian Knoll (on Zoom). The sign-in sheet is attached; Brian Smith did not sign in. Sheriff Brogle was also present.

Agenda: Supervisor Schmit **moved to approve the agenda as amended**, seconded by Supervisor Card and the motion carried.

Clerk/Treasurers Report:

- **Meeting Minutes** – Supervisor Schmit **moved to approve the Board of Supervisors/Reorg Meeting Minutes from January 5th, 2023 as amended**, seconded by Supervisor Card and the motion carried.
- **Meeting Minutes** – Supervisor Schmit **moved to approve the Public Hearing Meeting Minutes for Bodell Landscape and Excavating LLC from January 5th, 2023 as amended**, seconded by Supervisor Card and the motion carried.
- **Financials** – Supervisor Schmit **moved to approve the December 2022 Financial statements as presented**, seconded by Supervisor Card and the motion carried.
- The Fund Balance Policy was discussed, and it was decided that the Board would like it added to their annual Budget Meeting.
- Year-end Budget reports were provided to each Supervisor for review.

Public Input: Mr. Smith had some legal definitions, rights, and explanations that he read to The Board; he had no questions at this time.

Old Business/Reports:

- **Bryan Drown, Road Project Engineer, Bolton & Menk** – was not present but The Board discussed the road project options and Supervisor Bennett reported the findings with the budget on which projects would be cost effective for 2023. After discussion, Supervisor Bennett **moved to have Mr. Drown send out for bid 2 road projects for the 2023 year; the first one for Little Pine Road overlay for the Spring/Summer of 2023 & the second for overlays on the Bigwater area roads (Golf Course Cir, Ace Dr, & Crow Wing Cir) for the Fall of 2023**, seconded by Supervisor Johnson and the motion carried.
- **Road Supervisors reported** –
 - **Supervisor Schmit** reported the following.
 - The pick up truck will be plowing Sylvan Lane going forward instead of the big plow trucks.
 - Resident, Mr. Anderson, complaint regarding snowmobiles on his property coming off of Sylvan property – he would like to see Sylvan donate the property to the MN DNR.

- She has been letting Holmwig know that she has been getting some compliments on the plowing this winter.
- **Supervisor Johnson** reported the following.
 - East Lake Ridge needs to have the pickup truck run through with the plow to clean it up a bit at the circle.
 - Resident complaint on 132nd Street regarding not being able to use snowmobiles in the ditches.
- **Supervisor Bennett** reported the following.
 - He asked Sheriff Brogle about his viewpoint from Emergency Services on how the plowing has been this winter - Sheriff Brogle said that he hasn't seen anything to complain or noticed anything bad.
- **Minimum Maintenance Road Sign** has been ordered for Water Street.
- **Planning Commission update** – was provided by Supervisor Bennett and is attached to these minutes. They discussed more on the Comp Plan and had Lisa Beimert in attendance for one of the 2 recommendations below.
 - Supervisor Bennett **moved to approve the PC Recommendation for a General Business Permit Amendment for Lisa's Country Kennels for additional kennels**, seconded by Supervisor Schmit and the motion carried.
 - Supervisor Bennett **moved to approve having the Planning Commission send out a form letter for Short-Term Rentals that are confirmed to be in operation**, seconded by Supervisor Johnson and the motion carried.
- **Emergency Management update** was provided by Supervisor Johnson. The 12-13-23 storm was approved for State disaster reimbursement of 75%. There will be another Survey123 training held in May along with a few other trainings this Spring. Supervisor Johnson also reported that the disaster minimum for the Township has increased to \$3800 per event and category.
- **Camp Ripley Veterans State Trail (CRVST) update** was provided by Supervisor Schmit and included that this was her first meeting for the trail. There will be about 700 miles of multi-use trails when the project is completed. The group had put in for a \$9 Million bond which was only approved for \$1 Million already and so they will be putting in for another bond. It was discussed that The City of Baxter has 900-acres of land that will abut these trails and that they would like to add a Disc Golf course at their trailhead.

New Business:

- **Resolutions** 2023-01 through 2023-06 were approved as follows.
 - Supervisor Schmit **moved to approve Resolution 2023-01 authorizing contract with interested officer G. Bennett**, seconded by Supervisor Johnson and the motion carried with Supervisor Bennett abstaining.
 - Supervisor Bennett **moved to approve Resolution 2023-02 authorizing contract with interested officer G. Booth**, seconded by Supervisor Card and the motion carried with Supervisor Booth abstaining.
 - Supervisor Bennett **moved to approve Resolution 2023-03 authorizing contract with interested officer K. Card**, seconded by Supervisor Johnson and the motion carried with Supervisor Card abstaining.

- Supervisor Card **moved to approve Resolution 2023-04 authorizing contract with interested officer B. Johnson**, seconded by Supervisor Bennett and the motion carried with Supervisor Johnson abstaining.
- Supervisor Bennett **moved to approve Resolution 2023-05 authorizing contract with interested officer A. Schmit**, seconded by Supervisor Card and the motion carried with Supervisor Schmit abstaining.
- Supervisor Bennett **moved to approve Resolution 2023-06 authorizing contract with interested officer (Commissioner) D. Johnson**, seconded by Supervisor Card and the motion carried.
- **Newsletter** was discussed and who would write which parts.

Other Township Business:

- **Correspondence** – was read.
- **Review Claims** – Supervisor Card **moved to approve claim numbers 025434 to 025437 and EFT claim numbers E23011901 and E23011907 in the amount of \$7,450.62 and the payroll numbers AP23011701 – AP23011703 in the amount of \$2,813.89 for a total of \$10,264.51** seconded by Supervisor Bennett and the motion carried.
- **Other Business** – included the following.
 - Supervisor Bennett **moved to set the Budget Meeting for 2/2/23 at 6pm**, seconded by Supervisor Card and the motion carried.
 - Supervisor Bennett **moved to set the Board of Audit Meeting for 3/2/23 at 6:30pm**, seconded by Supervisor Card and the motion carried.
 - Clerk Ruggles asked the Board about the books of SSTs records in the back that were from a few years back. The Board said to reach out to Cass County ESD to confirm they have the copies of all documents before we shred.
 - The Employee Handbook was discussed and will be reviewed again by all Supervisors.
 - Chair Booth mentioned that during non-pandemic times if we continue to offer the Zoom meeting options, the location of where the Supervisor is accessing the Zoom meeting needs to be made note of and become a public meeting place for any resident who would like to join from that location, due to the Open Meeting Law. So, The Board will want to review our meeting options after the state declares the pandemic over.

Adjournment: Supervisor Schmit **moved to adjourn**, seconded by Supervisor Card and the motion carried with the meeting adjourning at 8:53 pm.

Minutes submitted by,

Jenna Ruggles, Clerk

Greg Booth, Chair

These minutes were approved as presented on February 2, 2023 by Supervisor Schmit, seconded by Supervisor Card and the motion carried with Supervisors Bennett, Card, Johnson, Schmit and Booth.

Date: