

**MINUTES OF THE REGULAR MONTHLY
MEETING OF THE CHISAGO LAKE TOWNSHIP BOARD
TUESDAY, November 21st, 2023**

The regular monthly meeting for November 21, 2023, was called to order at 7:00 pm by Chair, Stirling. All Board members were present. The Pledge of Allegiance was said by the group.

Chair, Stirling, asked the Board for an approval of the minutes from the October 17, 2023, regular monthly meeting and Special Meetings from September 19, 2023, October 17, 2023, and November 13, 2023. A motion was made by Houle, seconded by Reed, to approve the minutes as presented and wave the reading of the October 17, 2023, regular monthly minutes, and Special Meetings from September 19, 2023, October 17, 2023, and November 13, 2023. Motion carried.

Additions to Agenda and Approval of Agenda

Chair Stirling asked if there were any changes or additions to the agenda. The motion was made by Reed, seconded by Houle to approve the agenda as presented. Motion carried.

Reason for Levy Increase – Chair Stirling informed everyone present that the township board sets a preliminary levy in March at the Township Annual meeting based on budget costs, then the meeting is recessed until August. Between March and August upon review of the road repair costs that needed to be done in 2024 we were short approximately \$700,000, so we increased the Black Top Fund in August at the recessed meeting. The Township has not increased the levy since 2022. Chair Stirling informed everyone present that there is a video on the tax accessor's website to view how your tax value is set, which is based on the sales of property in your area.

Variances, Plats and Conditional Use Permits

❖ Megan Beck – On-Sale Intoxicating Liquor License for BFH Holding LLC-Abella Wedding and Events Venue After discussion a motion was made by Houle, seconded by Reed, to approve the liquor license application. Motion carried.

❖ Priscilla Kuhnly-11850 Lake Lane, requesting to be annexed into the City of Lindstrom variance request. Priscilla informed the board that Dan Udem, City Administrator for City of Lindstrom suggested she come to the meeting and bring it to the Board attention that if it sells the new owners can decide whether they want to be annexed into the city or not. The home currently has a city sewer but not city water. After some discussion the board agreed that this should be determined by the new owners. No action was taken at this time.

Old Business

❖ The board reviewed FLCLWS Plan for Moody Park and request to add a Temporary Sign for Project. CLFLWD requested permission to put a temporary sign at Moody Park for the project this winter at their expense. After discussion a motion was made by Houle, seconded by Reed, to approve the permission for CLFLWD to put a temporary sign at Moody Park for the project this winter. Motion carried.

New Business

❖ Townline Road/Keystone Ave. Chisago Lake Township received a letter stating that an east-west oriented, gravel ROW runs along the northerly boundary of the Lindberg parcel. This gravel ROW connects to another north-south oriented, gravel ROW, which for decades was named "Townline Road", which was recently renamed to "Keystone Avenue" lies just to the east of the Lindberg Parcel, at the section corner where Lent Township, Chisago Lake Township, and the City of North Branch meet. North Branch has agreed to host a meeting with everyone involved to discuss this intersection. Per our Maintenance Supervisor, Matt Wikelius, we have no road we claim there so we have no interest in this. After some discussion a motion was made Houle, seconded by Reed to notify the City of North Branch that we have no reason to attend this meeting. Motion carried.

❖ Resolution #2023-11-21 Adopting Township Sick and Safe Time. We are not required to do this for our full-time employees if the township offers a better sick time policy than this one, however since we do not offer any sick time leave to our part-time employees this would apply to them. After some discussion a motion was made by Stirling, seconded by Houle to table this until the December 19th, 2023 meeting. Motion carried.

❖ Allocation agreement between Chisago Lake Township and Chisago County to allocate Voter accounts Funds. The OSS has issued the VOTER Account allocation to Chisago County for \$13,480.17. Which 50% would be retained by County, 25% retained by County for AB and 25% to municipalities based of Voter registration, so Chisago Lake Township would receive approximately \$318.18. After discussion a motion was made by Houle, seconded by Reed, to sign the Allocation Agreement, to allocate our Voter account funds of \$318.18 to Chisago County. Motion carried.

❖ Midco asked if Chisago Lake Township would be interested in supporting Midco's grant application with a letter of support. After discussion a motion was made by Houle, seconded by Reed, to send a letter of support for Midco. Motion carried.

❖ Chair Stirling informed everyone present that our past CPA, Michael Pofahl, retired and he gave us a couple referrals. We reached out to them and received a proposal from Schultz CPA, LTD. Their proposed fees were not to exceed the prior year's audit fees increased by 3%. After some discussion a motion was made by Reed, seconded by Houle, to approve the proposal from Schultz. Motion carried.

❖ Chair Stirling informed the Board members of the MAT Conference December 7-9, 2023. Pre application is due by November 27th. Chair Stirling is planning to attend along with Dave Reed for Friday only. A motion was made by Houle, seconded by Reed, to approve paying for Stirling and Reed to attend the MAT conference. Motion carried.

❖ Renew Employer's Medical Insurance. After discussion a motion was made by Houle, seconded by Reed, to approve the renewal with BlueCross. Motion carried.

Road Report

- ❖ Matt Wikelius informed the Board that:
 - new grader supposed to be ready next week.
 - boom mower had a hydraulic leak, so that has been fixed so they will get out to do more tree trimming.
 - 200 tons of salt is in the salt shed so we should be good for winter.
 - Stirling informed Wikelius that December 5th Chisago County is going to be opening bids for tree trimming within the county so they may have some leads on a tree trimmer for the township.
 - Stirling spoke with town Engineer, Dan Boum, and informed him to move forward with getting bids for the blacktop projects for 2024.

Information for Officials

- ❖ Clerk Peterson informed the Board of the following:
 - The CCATO meeting is scheduled for December 7, 2023, at Lent Township at 7:00 pm
 - Discuss the Ballot question that will be put on the ballot for the March 12, 2024, Township Election regarding to allow the sale of alcohol on Sundays.
 - Building Permits issued for the month of October within the Chisago Lake Township
 - Hall Rental Report

Financial Report

❖ Treasurer Straub gave the treasurer report. After the Treasurer's report was presented, a motion was made by Houle, seconded by Reed, to approve the Financial Report with a balance of \$2,582,745.39 and pay the bills – Claim numbers 2718 - 2737 in the amount of \$54,110.60. Motion carried. 3 Yes 0 No.

Adjournment

Chair Stirling asked if anyone had any other business.

There being no further business a motion was made by Reed, seconded by Houle, to adjourn the meeting at 7:52 pm. Motion carried.

Sherry Stirling, Chair
Chisago Lake Township

Jeanette Peterson, Clerk
Chisago Lake Township