

**MINUTES OF THE REGULAR MONTHLY  
MEETING OF THE CHISAGO LAKE TOWNSHIP BOARD  
TUESDAY, January 16, 2024**

The regular monthly meeting for January 16, 2024, 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 December 19, 2023, regular monthly meeting. A motion was made by Houle, seconded by Reed, to approve the minutes as presented and wave the reading of the December 19, 2023, regular monthly minutes. 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 Houle, seconded by Reed, to approve the agenda as presented. Motion carried.

**Variations, Plats and Conditional Use Permits**

❖ None for the Month of January

**Old Business**

❖ The Board discussed possibly charging a fee to the Utilities companies for work done on road Right-of-Way. Supervisor Houle recommended that we charge a permit fee of \$50.00 per application for anyone that performs work in the road Right-of-Way. Supervisor Houle explained that this would cover any cost for damage done and we would only charge for new construction, not repair. Maintenance Supervisor, Wikelius informed the board that they have never had any damage issues with the utility company's we work with. His suggestion is that we mail a letter along with the Minnesota Rule Chapter 7819, to the utility companies informing them to send an application to our clerk and/or the maintenance department informing the township of any road work that is going to be performed within the Chisago Lake Township. Once the Clerk and/or maintenance department receives the application they can decide whether to approve the application or not and report to the board at the monthly meetings. After reviewing a motion was made by Stirling seconded by Houle to table the Ordinance and permit fee until further notice. Motion carried.

**New Business**

❖ Chair Stirling informed the board members that a Date and Time needs to be set for the Board of Audit and Budget Meeting. After some discussion a motion was made by Houle, seconded by Reed, to set the Board of Audit and Budget meeting on February 20<sup>th</sup>, 2024, at 6:30 pm. Motion carried.

❖ Clerk Peterson informed the board that she will not be attending the March 19<sup>th</sup>, 2024, meeting. She informed the board that she is appointing Lynette Regenauer as Deputy clerk. After discussion a motion was made by Stirling, seconded by Houle, to accept Clerk, Peterson's recommendation to appoint Lynette Regenauer as Deputy Clerk. Motion carried.

### **Road Report**

- ❖ Matt Wikelius informed the Board that:
  - The Moody Lake Capstone Project is to start January 22, 2024, and they plan on starting on the water garden in the spring.
  - Matt presented a quote from JP Tree Service for removal and trimming of trees in the road Right-of-Way on Leah Lane, 240<sup>th</sup> Street, and Nathan Lake, for a total amount of \$38,580.00. Matt informed the board that he would work with Clerk Peterson and mail out notifications to all residents that this project will affect. After reviewing a motion was made by Houle, seconded by Reed, to hire JT Tree Service for removal and trimming of trees in the road Right-of-Way on Leah Lane, 240<sup>th</sup> Street, and Nathan Lake for \$38,580.00. Motion carried.
  - New grader has not been delivered yet it is still in Little Falls

### **Information for Officials**

- ❖ Clerk Peterson informed the Board of the following:
  - There will be a CCATO meeting January 31, 2024, in Amador at 7:00 pm
  - Building Permits issued 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 3,035,584.27 and pay the bills – Claim numbers 2759-2769 & 2771-2781 in the amount of \$57,939.60. Motion carried. 3 Yes 0 No.

Chair Stirling informed the board that CD 101361 expires on February 4, 2024, which is currently at Midwest One. After discussion a motion was made by Stirling, seconded by Reed, to move CD #101361 on expiration date, February 4, 2024, out of Midwest One. Motion carried.

### **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 7:37pm. Motion carried.

Sherry Stirling, Chair  
Chisago Lake Township

Jeanette Peterson, Clerk  
Chisago Lake Township