

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

The regular monthly meeting for April 16, 2024, was called to order at 7:00 pm by Chair, Stirling. Those in attendance were Chair, Sherry Stirling, Supervisor's, Wayne Houle, and David Reed, Treasurer, Judy Straub, and Clerk Jeanette Peterson. The Pledge of Allegiance was said by the group.

Chair, Stirling, asked the Board for an approval of the minutes from the March 19, 2024 regular monthly meeting. A motion was made by Houle, seconded by Reed, to approve the minutes as presented and wave the reading of the March 19, 2024, 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. Hearing no, a motion was made by Houle, seconded by Reed, to approve the agenda. Motion carried.

Variances, Plats and Conditional Use Permits

❖ Sarah Sharkshnas – 14327 Chisago Blvd., Lindstrom. PID #02.00101.20. Presented Final Mylars to be signed for the Two Lot Preliminary Plat. After reviewing a motion was made by Houle, seconded by Reed, to approve and sign the Final Mylars presented. Motion carried.

❖ Kelly Karnes, property owner & Shawn Kupcho, WiDSETH Land Surveyor, – Presented a Survey to clarify property boundaries at 29305 Glader Blvd., Lindstrom PID #02.01311.00, due to a discrepancy between the lot lines on the aerial and his survey drawing found during a Variance, (CUP) request on March 19, 2024. He is requesting the township to vacate a portion of property adjacent to his property. Chair, Stirling informed them that to do a vacate we must hold a public hearing. After discussion a motion was made by Houle, seconded by Reed, to hold a public hearing on May 21, 2024, at 6:30 pm to vacate a portion of property adjacent to PID #02.01311.00. Motion carried.

❖ Kenneth and Kimberly Rice – 320th Street and Lofton Ave. PID #02.00823.00 presented a Preliminary Plat request for a land split due to previous application expired in November 2022. They are working on finishing up their final plans. The next step will be completing a developers Agreement which will be handled through the attorneys. Chair Stirling informed them that the Township will need another \$5000 added to their escrow account because that has been depleted. After discussion a motion was made by Houle, seconded by Reed, to approve the preliminary plat, contingent on completing the Development Agreement, escrow agreement for legal & engineering fees, Financial Guaranty, and transfer of turnaround to township. Motion carried.

❖ Blaine Beck – presented an approval for a Liquor License for Abella Wedding and Events. A motion was made by Houle, seconded by Reed, to approve the liquor license for On-Sale Intoxicating Liquor, Wine & 3.2 Combo for Strong Beer Sales for the Abella Wedding & Events. Motion carried.

Old Business

- ❖ City of Center City presented a Two-Year Fire Protection Proposal for \$48,000.00 per year. After reviewing a motion was made by Houle, seconded by Reed, to approve the two-year Fire Protection Plan. Motion carried.
- ❖ City of Lindstrom sent the Township a Final Bill for 2023 Fire Contract for \$3,355.68, along with an Estimated Bill for 2024 of \$110,665.51 and an Estimated Bill for 2025 of \$128,751.04. After reviewing a motion was made by Houle, seconded by Reed, to table this until next month (May 21st, 2024) and have Clerk Peterson, mail them a letter requesting they attend next month's meeting to review the additional cost for 2023 of \$3,355.68 and the estimated costs for 2024 and 2025 and not pay any additional costs until after next month's meeting. Also, inform them that we would like to begin renegotiation of the current fire protection service agreement. Motion carried.
- ❖ Township Engineer, Dan Boyum presented the Bid Results to reclaim and repave 253rd Street, and Nueman Trl, Ct & Circle. He informed the Board that the lowest bidder on the Project was Knife River Corporation-North Central with a Total Base Bid amount of \$550,554.73. Chair Stirling informed the Board that we were not selected to receive the funding from the Local Road Improvement Program we applied for to pave 250th Street, so we will not be able to do that project this year so we should use the ARPA money against the 253rd & Nueman project since we will not be using it on the 250th Street project. After reviewing a motion was made by Stirling, seconded by Reed, to award the 253rd & Nueman project to Knife River Corporation-North Central for \$550,554.73 and move the ARPA money into the 253rd & Nueman project. Motion carried.

New Business

- ❖ Auditor Jennifer Schutz presented our 2023 Audit by zoom. After reviewing a motion was made by Houle, seconded by Reed, to approve the 2023 Audit as presented. Motion carried.

Road Report

- ❖ Matt Wikelius informed the Board that we have been doing a lot of grading.
- Matt stated that the tree trimming is complete and now we will need to reach out to someone to grind some of the bad stumps.
- Chair Stirling informed everyone that the Wetland project was going to start back up at Moody Lake Park sometime next week.
- Matt informed everyone that the large rock pile by the shop is going to be used for the chip sealing on Lake Lane.

Information for Officials

- ❖ Clerk Peterson informed the Board of the following:
 - There will be a CCATO meeting Wednesday, April 24, 2024, at Nessel Town Hall, 7:00 p.m. An attorney from MAT will be the speaker.
 - The Board of Appeal and Equalization is being held Thursday, April 18, 2024, at 1:30 p.m. at the Courthouse.
 - Hall Rental Report for the month of May
 - Number of Building Permits issued from Year to Date within Chisago Lake Township
 - Steel Chicks is no longer going to be offering township cleanup days.
 - Per chair Stirling, if someone is requesting a gambling permit or liquor permit to use within the township they must get the application from the City of Lindstrom, bring it to the township for approval, then they will need to take the approved application back to the City of Lindstrom to get the license.

Financial Report

- ❖ Treasure Straub gave the treasurer report. After the treasure's report was presented, a Motion was made by Houle seconded by Reed to approve the financial report with a balance of \$2,915,298.60 and pay the bills – claims #2834-2847 in the amount of \$20,083.15. Motion carried. 3 yes and 0 no.
- ❖ ARPA beginning balance \$532,313.78, expenditures in 2023, was \$8,616.96 and expenditures in 2024 were \$106,782.21 leaving a balance of \$46,914.91 which needs to be allocated and spent by December 2024, or we will need to turn it back to the state. The Board has allocated this money to the 253rd and Nueman road improvement project as stated above.

Re-Organization of Board for 2023

- ❖ Clerk Peterson asked for nominations for Chair. David J. Reed was nominated for Chair. A motion was made by Houle, seconded Stirling, for David J. Reed to serve as Chair for 2024. Motion carried.
- ❖ Clerk Peterson turned the Chair over to David Reed. Chair Reed asked for nomination for Vice-Chair. Wayne Houle was nominated as Vice-Chair. A motion was made by Stirling, seconded by Reed, for Wayne Houle to serve as Vice-Chair for 2024. Motion carried.
- ❖ Chair Reed asked the Board to adopt a schedule for Board regular monthly meetings, designate an official newspaper, designate a posting location for official notices, and designate banks as town depositories. A motion was made by Houle, seconded by Stirling, to Adopt a schedule for Board regular meetings to be held on the third Tuesday monthly, designate Chisago County Press as our official newspaper, designate the lobby of Town Hall for posting locations along with the Website for official notices, and designate two of the same banks we are currently using as town depositories. (First State Bank of Wyoming, and Security Bank of Marine). Motion carried.

Adjournment

Chair Reed asked if anyone had any other business.

A motion was made by Stirling, seconded by Houle, to set up a workshop on Thursday, April 18th, 2024, following the Board of Appeal and Equalization meeting to finalize the Development Agreement for Paradise Woods. Motion carried.

There being no further business a motion was made by Houle, seconded by Stirling, to adjourn the meeting at 8:51. Motion carried.

Sherry Stirling, Chair
Chisago Lake Township

Jeanette Peterson, Clerk
Chisago Lake Township

APPROVED