

**MINUTES OF THE REGULAR MONTHLY
MEETING OF THE CHISAGO LAKE TOWNSHIP BOARD
TUESDAY, May 19th, 2020**

The regular monthly meeting for May 19th, 2020 was called to order at 7:00pm by Chair Stirling. All Board members were present. Pledge of Allegiance was said by group.

Chair Stirling then asked the Board for an approval of the minutes from the April 21, 2020, regular monthly meeting. A motion was made by Houle, seconded by Reed to approve the minutes as presented and wave the reading of the April 21, 2020 minutes. Motion carried. Chair Stirling then asked for approval of the minutes from the Board of Appeal and Equalization Meeting held on April 16, 2020. A motion was made by Houle, seconded by Reed to approve the minutes as presented and wave the reading of the Board of Appeal and Equalization Meeting minutes from April 16, 2020. Motion carried.

Additions to Agenda and Approval of Agenda

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

Variances, Plats and Conditional Use Permits

❖ Jon Peterson came before the Board to present a Preliminary Plat for Shores of Little Lake Development, and to deed the right-of-way so he may build a driveway on the public right-of-way to service two homes in the Shores of Little Lake. After discussion, a motion was made by Houle, seconded by Reed to approve the concept for the Shores of Little Lake to build a driveway on the public right-of-way to service two homes. Motion carried.

Old Business

❖ No Old Business for the Month of May

New Business

❖ Review Chisago City 2020 Estimated Fire Bill. After review, a motion was made by Houle, seconded by Reed to approve Chisago City Fire bill in the amount of \$66,189.86 for 2020. Motion carried.

❖ The Board reviewed requests from Health, Recreational and Service organizations for Contributions. A motion was made at the Annual meeting to give up to \$10,000 to various organizations with the Board deciding how the money was to be allocated. After review, a motion was made by Houle, seconded by Reed to approve the following contributions:

Chisago County Ag Society (County Fair)	\$ 500
Baby Blanket – St. Bridget Church	\$ 500
New Pathways Shelter for Homeless Families	\$ 500
Chisago County Historical Society	\$ 500
Chisago Lakes Band Booster	\$ 500
TOTAL	\$2,500

Motion carried.

Many of the organization have been suspended or canceled due the pandemic, so the Board will review again in September to see if any programs started back up.

- ❖ An agreement has been made and entered into between Chisago Lake Township and Steel Chick Recycling, to Contract Services for Steel Chick's to accept recycled items every 3rd Saturday of the month beginning in April through October 2020. A motion was made by Houle, seconded by Reed that Chisago Lakes Township will pay Steel Chicks \$1000 for their services in 2020. Motion carried.
- ❖ A proposal was received from Auditor Michael Pofahl, CPA, for the 2020 Township Audit not to exceed \$5,875.00 plus \$100 for processing fees. After discussion, a motion was made by Houle, seconded by Reed to approve the audit proposal from Michael Pofahl, CPA, for 2020 not to exceed \$5,875.00 plus \$100 for increased processing fees. Motion passed.

Road Report – Matt Wikelius

- ❖ Matt Wikelius informed the Board of the following:
 - The maintenance department has been grading
 - Repairing a culvert on 263rd street.
 - Completed replacing street signs north of highway 8
 - Started spraying roadsides
 - Received a quote from Bjorklund's for hauling Limestone. The quote is to haul 4500 tons from Polk county quarry to 255th/Oakman, Little Lake Road/Quinlan south to County Road 37, and Lofton Lane at \$7.70/ton. After discussion, a motion was made by Houle, seconded by Reed to approve the quote from Bjorklund's for hauling limestone. Motion carried.
 - Proposed a letter to the Board to mail to the residents on 270th, Oakman, 268th, 263rd and Novak neighborhood concerning spraying. After discussion, a motion was made by Houle, seconded by Reed approving the proposed letter to be mailed to the residents on 270th, Oakman, 268th, 263rd and Novak neighborhood concerning spraying. Motion carried.

Information for Officials

- ❖ Clerk Peterson informed the Board of the following:
 - A total of 12 Building Permit Applications were issued in April – 7 for other home improvements, 2 for new builds, and 3 for Garages
 - Have not heard if there is going to be a CCATO meeting in May, will keep you posted
 - Upcoming Hall Rentals still on hold until June 1st, 2020.
 - Election Update – Clerk Peterson requested to start purchasing safety supplies for the upcoming elections. After discussion, a motion was made by Houle, seconded by Reed for Clerk Peterson to start purchasing safety supplies for the upcoming elections. Motion carried.

Update from Chris DuBose – 1st District Commissioner

- ❖ Commissioner reported that the 2020 CIP budget has been approved. They are updating the licensing for short term rentals, and they are revising the Solar Ordinance to include stricter setbacks, possible double row trees and a berm of some type around the Solar garden. Also, the County Board acted to abate penalties associated with late payment of property taxes through July 15, 2020.

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 \$671,085.29 and pay the bills – Claim numbers 1742-1761 in the amount of \$22,049.91. Motion carried.

Re-Organization of Board for 2020

- ❖ Clerk Peterson asked for nominations for Chair. Stirling was nominated for Chair. A motion was made by Houle, seconded by Reed for Stirling to serve as Chair for 2020. Motion carried. Clerk Peterson turned the Chair over to Chair Stirling. Chair Stirling asked for nomination for Vice-Chair. Reed was nominated as Vice-Chair. A motion was made by Houle, seconded by Stirling for Reed to serve as Vice-Chair for 2020. Motion carried.
- ❖ Chair Stirling 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 depository. A motion was made by Houle, seconded by Reed 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 for official notices, and designate the same three banks as we are currently using as town depository. Motion carried.

Adjournment

Chair Stirling asked if anyone had any other business.

There being no further business a motion was made by Houle, seconded by Reed, to adjourn the meeting at 8:26pm. Motion carried.

Sherry Stirling, Chair
Chisago Lake Township

Jeanette Peterson, Clerk
Chisago Lake Township