

**MINUTES OF THE REGULAR MONTHLY
MEETING OF THE CHISAGO LAKE TOWNSHIP BOARD
TUESDAY, September 15th, 2020**

The regular monthly meeting for September 15th, 2020 was called to order at 7:06pm by Chair Stirling. All Board members were present, with the exception of Supervisor Wayne Houle. Pledge of Allegiance was said by group.

Chair Stirling then asked the Board for an approval of the minutes from the August 18th, 2020, regular monthly meeting. A motion was made by Reed seconded by Stirling, to approve the minutes as presented and wave the reading of the August 18th, 2020 minutes. Motion carried.

Additions to Agenda and Approval of Agenda

Chair Stirling asked if there were any changes or additions to the Agenda. Supervisor Reed requested to add Gopher bounties under New Business, and Chair Stirling requested to add Tax Deferral discussion under New Business. A motion was made by Reed, seconded by Stirling, to approve the amended agenda adding item E. Gopher Bounties, and item G. Tax Deferral under New Business. Motion carried.

Variances, Plats and Conditional Use Permits

❖ The Board reviewed the Final Road Installation & Maintenance Agreement for Shores of Little Lake, between The Barn, LLC, a Minnesota limited liability company and Jon M. Peterson (collectively, “Developer”) and the Town of Chisago Lake Township, a political subdivision of the State of Minnesota (“Town”). The Board also reviewed the Mylars of the Plat. After review, a motion was made by Reed, seconded by Stirling to approve the Final Road Installation and Maintenance Agreement and approve and sign the Mylars of the Plat. Motion carried.

❖ Harold Anderson – came before the board requesting permission to install a 2nd driveway at 10633 253rd Street. Maintenance Supervisor Matt Wikelius stated that he had been out and looked over the plan and approved the 2nd driveway request. After review, a motion was made by Reed, seconded by Stirling to approve the request for the 2nd driveway at 10633 253rd Street. Motion carried.

❖ Steven Bratrud – 31205 Karmel Ave., came before the board with a petition for annexation. He is sub-dividing some of his property and would like to hook up to city water and sewer. The territory described abuts upon or is in close proximity to the city limits. After review the Board suggested Mr. Bratrud to define the property he wants to annex more and we will table this application until our next meeting on October 20th, 2020. A motion was made by Stirling, seconded by Reed to table this application until our next meeting on October 20th, 2020. Motion carried.

Old Business

- ❖ Update on Broadband Grant – The Broadband initiative for the Chisago Lake Township and Franconia Township is moving forward to the grant submission phase. CTC emailed Chisago Lake and Franconia residents requesting them to write a letter of support for this project letting the MN Office of Broadband Development know how much these services are needed in our area. These letters can be emailed to kburns@goctc.com or mailed to CTC, ATTN: Kelly Burns, 14385 Edgewood Drive, Baxter, MN 56425. If mailing them they should be postmarked no later than September 25, 2020.

- ❖ Re-review Health, Recreational, and Service Organization Contracts for 2020. A representative from the Boy Scout Troop 159 came before the Board requesting a contribution so they may upgrade their Troop Trailer. The trailer is a very important piece of equipment for their Troop. And due to the growing size of their Troop they are in need of a new Troop trailer. After review, a motion was made by Stirling, seconded by Reed to donate \$1,000 to the Boy Scout Troop 159 towards upgrading their Troop trailer. Motion carried.

- ❖ Review and sign the ‘2020 CARES ACT’ Grant Agreement between Chisago County and the Township of Chisago Lake in the amount of \$2,365. After review, a motion was made by Reed, 2nd by Stirling to sign the Grant Agreement between Chisago County and the Township of Chisago Lake. Motion carried.

- ❖ Review the COVID19 Township Preparedness Plan. After review, a motion made by Reed, seconded by Stirling to approve the COVID19 Township Preparedness Plan. Motion carried.

New Business

- ❖ Clerk Peterson presented a list of Election Judges for the upcoming General Election on November 3, 2020, for approval. After review, a motion was made by Stirling, seconded by Reed to approve the list of Election Judges for the upcoming General Election on November 3, 2020. Motion carried.

- ❖ The Township received a letter from Lindstrom City Administrator requesting a Joint Fire Contract meeting on Tuesday October 13, 2020. After review, a motion was made by Stirling, seconded by Reed to accept the request for a Joint Fire Contract meeting on Tuesday, October 13, 2020 at 5:00pm at the Lindstrom City Hall. Motion carried.

- ❖ Reset Date for the 2020 Annual reconvened Meeting originally scheduled for August 18th, 2020. Chair Stirling stated that we may need to look at increasing the 2021 budget. After discussion, a motion was made by Reed, seconded by Stirling to reset the 2020 Annual meeting for October 20th, 2020 at 7:00pm with the regular meeting to follow. Motion carried.

- ❖ We received an application from Xcel Energy for ROW for pole replacement across from 13428 355th Street. to replace pole replacement across from 13428 355th street. After review, a motion was made by Reed, seconded by Stirling to approve the application. Motion Carried.

❖ Gopher bounty – Max Gustafson turned in 67 pair of Gopher feet for Gopher bounty. A motion was made by Stirling, seconded by Reed to pay Max Gustafson \$134.00 Gopher Bounty. Motion carried.

❖ Chair Stirling informed the Board that the President issued an executive order in response to the COVID-19 pandemic stating that starting September 1st, a deferral of the 6.2% social security tax obligation shall be made available to any employee, whose wages or compensation, during any bi-weekly pay period generally is less than \$4,000 through December 31, 2020. The deferral is a temporary relief from paying the tax, but under current law, the employee must eventually pay the deferred tax obligation. The tax deferral indicates the deferred tax must be paid back by April 30th, 2021. After discussion, a motion was made by Stirling, seconded by Reed, to not participate in the Deferred Payroll tax. Motion carried.

Road Report – Matt Wikelius

❖ Matt Wikelius informed the Board that the maintenance department has been

- Mowing, and Removing Brush
- We are Scheduled the 1st week of October for Bjorklunds to haul limestone
- The older plow truck has been in to have the exhaust leak repaired

Information for Officials

- ❖ Clerk Peterson informed the Board of the following:
- Gave the Board members information received from Jerry Spetzman, in regards to the Invasive Phragmites in the Chisago Lakes Chain of Lakes Watershed
 - A total of 34 building permit applications were issued within the Chisago Lake Township for the month of August, 2 of new homes, 23 for other home improvements, 5 for additional buildings and 3 for sewers
 - The Moody Lake Barn Tours scheduled for September and October have been canceled
 - Received notification from Couri & Ruppe's office that effective January 1, 2021 their hourly rate will be increasing.
 - CCATO meeting will be held on Wednesday, September 30th, 2020 at the Shafer Townhall

Financial Report

❖ Treasurer Straub gave the Treasurer report. After the Treasurer's report was presented a motion was made by Reed, seconded by Stirling, to approve the Financial Report with a balance of 1,166,945.82 and pay the bills – Claim numbers 1852 – 1871 in the amount of \$50,455.35. Motion carried.

CARES ACT Funding (\$117,675) discussion. Chair Stirling informed the other Board members that the township has received our CARES Act Funding and so we need to decide what expenses we have incurred that were not accounted for in the budget and are necessary expenditures due to the public health emergency with respect to the COVID-19, and were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 to use this funding. The Board discussed using some of the funds to upgrade our Exterior/Interior doors to be touch free. Upgrading our bathroom facilities to be touch-free along with installing censored lights in our bathrooms. We also discussed purchasing electronic equipment for our supervisors, clerks, and Treasurers for more Teleconference's and Presentations.

After review a motion was made by Stirling, seconded by Reed to authorize \$10,000 to upgrade Exterior/Interior doors to be touch-free, \$10,000 to upgrade bathroom facilities to touch-free, along with installing censored lights in the bathrooms, and \$20,000 for electronic equipment. 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 Stirling, to adjourn the meeting at 8:26pm. Motion carried.

Sherry Stirling, Chair
Chisago Lake Township

Jeanette Peterson, Clerk
Chisago Lake Township

APPROVED