

MINUTES OF THE REGULAR MONTHLY
MEETING OF THE CHISAGO LAKE TOWNSHIP BOARD
TUESDAY, JANUARY 20, 2026

The regular monthly meeting for January 20, 2026, was called to order at 7:00 pm by Chair Reed. Those in attendance were Chair David J. Reed, Supervisors Wayne Houle, Sherry Stirling, Treasurer Judy Straub, and Clerk Jeanette Peterson. The Pledge of Allegiance was said by the group.

Chair Reed asked the Board for approval of the minutes from the regular monthly meeting on December 16, 2025. A motion was made by Houle, seconded by Stirling to approve the minutes from the regular monthly meeting on December 16, 2025. Motion carried.

Additions to Agenda and Approval of Agenda

Chair Reed asked if there were any changes or additions to the agenda. Hearing no changes or additions to the agenda, a motion was made by Houle, seconded by Stirling, to approve the agenda as presented. Motion carried.

Variances, Plats and Conditional Use Permits

❖ Megan Beck, Abella Farm Wedding & Events, brought before their 2026 Liquor License for approval. After reviewing a motion made by Houle, seconded by Stirling, to approve the 2026 Liquor License for Abella Farm Weddings & Events. Motion carried.

ADDED

Daniel Colten Schmidt, who is running for the Supervisor position was asked by Supervisor Houle, to explain his interest in running for the supervisor position. Daniel said he was interested in public services, cared about the environment, good management and was interested in learning about small government and small communities and sharing his skills.

Old Business

- ❖ Update on Paradise Woods Development. Clerk Peterson informed the board that she had reached out to the Attorney regarding the amount owed and had not heard back. Supervisor Houle suggested we send the Rice's notification on the amount owed and give them 30 days to respond and if we do not hear from then take further action. He also stated that we contact the County Attorney.
- ❖ Update on MnDOT LRIP Grant. Supervisor Stirling informed everyone present that there were 52 township applicants, and a total of \$46,819,998 funding requested.
- ❖ Update on Chisago Lake Improvement District request for Vacate a portion of North Olinda Trail. Supervisor Stirling spoke with our Attorney and the request from LID does not qualify. The request must come from the residents that live in the area. No action taken at this time.
- ❖ Town Hall Janitorial Position. William Straub was interviewed for the position at December's meeting. After reviewing a motion was made by Stirling, seconded by Houle to hire William Struab for the janitorial position as an hourly employee at a rate of \$17.50 per hour with a one hour minimum per visit. The board will revisit in March. Motion carried.
- ❖ Review Employee's Salaries. After some discussion a motion was made by Houle, seconded by Stirling to increase the two full-time maintenance employees' hourly rate by \$1.00 per hour and increase HSA if needed to cover deductible cost. Motion carried.

New Business

- ❖ Approval of Election Judges for the Township Election on March 10, 2026. A motion was made by Houle seconded by Stirling to approve the list of election judges for the Township Election on March 10, 2026. Motion carried.
- ❖ Set Date and Time for Board of Audit and Budget Meeting. A motion was made by Houle, seconded by Stirling to set the Board of Audit and Budget Meeting for February 17th, 6:30 pm. Motion carried.
- ❖ Schutz CPA audit proposal for 2025 audit between \$6900 and \$7400 plus any travel time and mileage. We paid \$6,700 for 2024 audit. After reviewing a motion that was made by Houle, second by Stirling accepted the audit proposal. Motion carried.

Road Report

- ❖ Matt Wikelius gave Road Report:
 - Been busy sanding and salting
 - Amador township reached out to Matt inquiring about the plow truck we are replacing. After some discussion the board agreed to sell it to them for \$10,000. Matt will contact them and let them know.
 - Tree trimming hasn't started yet but expect to start soon

Information for Officials

- ❖ Clerk Peterson informed the Board of the following:
 - There is a CCATO meeting on January 28, 2026, at 7:00 pm
 - Hall Rental Report for the month of February 2026
 - Building Report for the months of December 2025

Financial Report

- ❖ Treasurer Straub gave the treasurer report. After the Treasurer's report was presented, a motion was made by Houle, seconded by Stirling, to approve the Financial Report with a balance of \$3,292,707.23 and pay the bills – claims 3310 to 3329 in the amount of \$47,635.75. Motion carried, 3 yes, 0 no.

Ask for approval to submit the Pay Equity Implementation Report to the Minnesota Management and Budget Department. A motion was made by Stirling seconded by Reed to approve the Treasurer submitting the Pay Equity Implementation Report to the Minnesota Management and Budget Department. Motion carried.

Adjournment

Chair Reed asked if anyone had any other business.

There being no further business, a motion was made by Houle, seconded by Stirling, to adjourn the meeting at 7:43 pm. Motion carried.

David J. Reed, Chair
Chisago Lake Township

Jeanette Peterson, Clerk
Chisago Lake Township