

**MINUTES OF THE REGULAR MONTHLY
MEETING OF THE CHISAGO LAKE TOWNSHIP BOARD
TUESDAY, December 19th, 2023**

The regular monthly meeting for December 19, 2023, 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 November 21, 2023, regular monthly meeting, and the Special Meeting from November 21, 2023. A motion was made by Houle, seconded by Reed, to approve the minutes as presented and wave the reading of the November 21, 2023, regular monthly minutes, and the Special Meeting from November 21, 2023. 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 Reed, seconded by Houle to approve the agenda as presented. Motion carried.

Variances, Plats and Conditional Use Permits

- ❖ Teresa Schulte & Sarah Sharkshnas – 14327 Chisago Blvd, - PID 02.00101.20 Two Lot Preliminary Plat-Schulte Farm. After discussion a motion was made by Houle, seconded by Reed, to approve the two lot Preliminary Plat-Schulte Farm. Motion carried.
- ❖ The Chisago Lakes Area Wrestling Foundation submitted a gambling application to the Chisago Lake town board for approval for the CLWF to hold an event on April 13, 2024, at the Townhall. After reviewing a motion was made by Houle, seconded by Reed, to approve the Gambling application. Motion carried.

Old Business

- ❖ Discussion on the Township Earned Sick and Safe Time Policy. The Township of Chisago Lake is required to put Minnesota's earned Sick and Safe Time law into effect as of January 1, 2024, for their part-time and full-time employees. Employees who previously accrued time off at a higher rate or had a higher accrual cap shall not have their rate affected by this policy. With that said this policy will only affect the part-time employees. After discussion a motion was made by Stirling, seconded by Houle, to adopt the Sick and Safe Time Policy and elect to "Permit employees to carryover accrued but unused sick and safe time into the following year, except that such accrued by unused time shall not exceed 80 hours at any time. Motion carried.

New Business

- ❖ Clerk Peterson provided a list of Election Judges for the 2024 PNP Election for approval. After reviewing a motion was made by Houle, seconded by Reed, to approve the list of election judges for the PNP Election. Motion carried.
- ❖ Clerk Peterson provided a list of Election Judges for the 2024 Township Election for approval. After reviewing a motion was made by Reed, seconded by Houle, to approve the list of election judges for the Township Election. Motion carried.
- ❖ Clerk Peterson presented Resolution #12-19-2023 to place the question on allowing Sunday Liquor Sales within the Township on the Ballot. After reviewing a motion was made by Houle, seconded by Reed, to approve Resolution #12-19-2023. Motion carried.
- ❖ Clerk Peterson asked the board to review the election judge's wages, which we are currently paying the Head Judges \$15.00/hr. and the Regular Judges \$12.00/hr. Chair Stirling did not feel we needed to increase the wages at this time. A motion was made by Houle, seconded by Reed, that there would be no change to the election judge's wages. Motion carried.
- ❖ The Board reviewed the Road Crew's salary and HSA account, and after discussion a motion was made by Houle, seconded by Stirling to increase the road crew salary by 5% and no change to the HSA account. Motion carried.
- ❖ Chair Stirling informed everyone present that as of April 1st, treasurer Straub took over the monthly taxes that were being done by an outside firm, so she suggested that we increase treasurer Straub's salary \$100.00/mo. making it retroactive as of April 1st, 2023. After discussion a motion was made by Houle, seconded by Stirling to increase the treasurer's salary \$100.00/ mo. making it retroactive as of April 1st, 2023. Motion carried.
- ❖ Frontier Communications submitted a Blanket Permit for the Years 2024 and 2025, requesting permission be granted to perform work on or along Town of Chisago Lake roads and /or highways. After discussion a motion was made by Houle, seconded by Reed to not sign the Permit at this time, we will review our policy and revisit at the January 16, 2024, meeting. Motion carried.

Road Report

- ❖ Matt Wikelius informed the Board that:
 - The new grader is in Little Falls getting the wing put on so should be delivered soon.
 - Been doing a little salting on some roads.
 - Met with a tree service and waiting for a quote from them.
 - The bill we received for the culvert replaced should be split with Sunrise Township

Information for Officials

- ❖ Clerk Peterson informed the Board of the following:
 - There is no CCATO meeting in December.
 - Did not receive any report on Building Permits issued from the County.
 - Hall Rental Report

Financial Report

❖ Treasurer Straub gave the treasurer report. After the Treasurer's report was presented, a motion was made by Reed, seconded by Houle, to approve the Financial Report with a balance of 3,102,487.42 and pay the bills – Claim numbers 2738 - 2758 in the amount of \$59,467.35. Motion carried. 3 Yes 0 No.

❖ Supervisor Houle questioned why there was money in the Building Fund, he thought we had a balance of 0 in that fund. Treasurer Straub explained that we were still receiving money for that fund from late property tax settlements. A motion was made by Houle, seconded by Reed to transfer the \$526.85 from the building fund into the General fund and any more money that is received for the building fund automatically transfers the funds into the General fund. 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 7:37 pm. Motion carried.

Sherry Stirling, Chair
Chisago Lake Township

Jeanette Peterson, Clerk
Chisago Lake Township