

**MINUTES OF THE REGULAR MONTHLY  
MEETING OF THE CHISAGO LAKE TOWNSHIP BOARD  
TUESDAY, January 21<sup>st</sup>, 2020**

The regular monthly meeting for January 21<sup>st</sup>, 2020 was called to order at 7:00pm by Chair Stirling. All Board members were present. The Pledge of Allegiance to the Flag was said by the group assembled.

Chair Stirling then asked the Board for an approval of the minutes from the December 17<sup>th</sup>, 2019, regular monthly meeting. A motion was made by Houle, seconded by Reed to approve the minutes as presented and wave the reading of the December 17<sup>th</sup>, 2019, minutes. Motion carried. Chair Stirling then asked the Board for an approval of the minutes from the December 17<sup>th</sup>, 2019, Workshop meeting. A motion was made by Houle, seconded by Reed to approve the minutes as presented and wave the reading of the December 17<sup>th</sup>, 2019, Workshop minutes. Motion carried.

**Additions to Agenda and Approval of Agenda**

Chair Stirling asked if there were any changes or additions to the Agenda. Chair Stirling added Jill Benke - Lodging tax under New Business. A motion was made by Houle, seconded by Reed to approve the Agenda as amended. Motion carried.

**Variances, Plats and Conditional Use Permits**

❖ Roger Spencer came before the Board with final plat of Spencer partial split. After review a motion was made by Houle, seconded by Reed, to approve and sign the final plat of Spencer Plat. Motion carried.

**Old Business**

❖ Update on City of Lindstrom Moratorium/Sub Division Ordinance – Chair Stirling informed the Board that we received Ordinance No. 20191219-01 amending the ordinance establishing a Moratorium on the Use and Development of the Building and Lands Located within the Designated Area, with the Map attached from the City of Lindstrom. Chair Stirling stated that this only affects properties within the shaded areas on the map that plan on re-zoning, doing a partial split, or doing a sub-division. Supervisor Houle stated that the Township approves Mr. Albrecht and/or his Attorney to work with the Township Attorney on his development scenarios if needed.

❖ Review Township Rental Fee's - Chair Stirling informed the Board that at the December 17<sup>th</sup>, 2019, meeting we approved some Hall rental Policy changes that were discussed at the Workshop meeting on December 17<sup>th</sup>, 2019, which included Rental increases. Clerk Peterson, then requested we review the Township Rental increases. After discussion a motion was made by Houle, seconded by Reed to keep the Rental Costs the same as last year for Residents, which is \$100.00 for the Small Banquet Room, \$200.00 for the Large Banquet Room, \$300.00 for Both Banquet Rooms, and for evening events or events with alcohol there may be an attendant fee of \$100.00 required. For Non-Resident daytime use Rental Costs for Small Banquet Room will be \$200.00, for the Large Banquet Room, \$400.00, and for both Banquet Rooms \$550.00, for Non-Resident evening use Rental Costs for Small Banquet Room will be \$300.00, Large Banquet Room will be \$500.00, and Both Banquet Rooms will be \$750.00. Motion carried.

❖ Update on Office Computers – Clerk Peterson informed the Board that they received quotes for two computers through the (CPV) Cooperative Purchasing Venture and from Dell and the savings would be around \$1,600.00 purchasing them through (CPV). The cost would be approximately \$3,500.00 for the computers and software needed. After discussion a motion was made by Houle, seconded by Reed to approve the purchase of computers and software for \$3,500.00. Motion carried.

❖ Clerk Peterson presented a revised Election Judge list for the PNP Election to the Board for approval, removing two names from the previous list that are unable to assist and adding one name to the previous list. This list is available for review upon request. After review a motion was made by Stirling, seconded by Reed for approval. Motion carried.

### **New Business**

❖ The Board received a Consent form from Frontier requesting to place cable along Nester Ave. to provide service to a local customer. After review a motion was made by Houle, seconded by Reed, to approve the request to place cable along Nester Ave. to provide service to a local customer. Motion carried.

❖ Chair Stirling requested the Board to set a date and time for the Board of Audit and Budget meeting. After discussion a motion was made by Houle, seconded by Reed to set the Board of Audit and Budget meeting for February 18<sup>th</sup>, 2020, at 6:00 pm. Motion carried.

❖ Jill Benke came before the Board to explain the facts about Lodging Tax and how it helps strengthen our local economy. Ms. Benke informed the Board that any Motel, B&B, etc., within the Township would charge a 3% lodging tax for the overnight stay of 29 days or less. That money collected would then be paid to the Township. The Township would then pass a percentage of this amount to the Chisago Lakes Visitor Bureau Board. They will determine how the money is spent by reviewing the marketing plan proposal submitted by the Tourism and Marketing Committee. They have been using the money to promote activities by advertising and promoting tourism within the Chisago Lakes Area. For more information go to <http://www.chisagolakes.org>. After discussion a motion was made by Houle, seconded by Reed, to add this to the Annual Meeting Agenda for further discussion. Motion carried.

### **Road Report** – Matt Wikelius

- ❖ Matt Wikelius informed the Board of the following:
  - The maintenance department has been busy plowing, sanding, and salting.

### **Information for Officials**

- ❖ Clerk Peterson informed the Board of the following:
  - There were a total of 5 applications for Building permits issued in December; 1 – Storage tents on North Lakes Trail; 1 – to repair home after fire on Glader Blvd; 2 – for other Home improvements; 1 – Sewer Permits
  - CCATO meeting January 29<sup>th</sup>, 2020, at the Senior Center in NB at 7:00 pm
  - Reminder of the Chisago Lakes Mutual Insurance Annual Meeting on Feb. 8<sup>th</sup>, 2020 @ 2:00pm
  - Upcoming Hall Use
  - Candidates for Township Election; Supervisor Position; Sherry Stirling; Clerk Position; Jeanette Peterson.

**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 \$949,970.64 and pay the bills – Claim numbers 1636-1660 in the amount of \$159,672.11. Motion carried.

❖ Treasurer Straub asked the Board to approve the Pay Equity Implementation Report. After discussion a motion was made by Reed, seconded by Houle to approve the Pay Equity Implementation Report. 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 Houle to adjourn the meeting at 8:26 pm. Motion carried.

Sherry Stirling, Chair  
Chisago Lake Township

Jeanette Peterson, Clerk  
Chisago Lake Township

APPROVED