

BAY LAKE TOWNSHIP
2019 ANNUAL MEETING
BAY LAKE TOWN HALL BUILDING
MARCH 10, 2020

The Annual meeting of the Township was called to order at 8:30pm by Carol Pundt, Clerk. Ten voters were in attendance. The Pledge of Allegiance was led by Justin Smith. Nominations for a moderator were opened. A motion was made by Rae Jean Anderson and seconded by Sylvia Graff for Jon Steblay to be the moderator. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Jim Lease and seconded by Becky Miller to approve the agenda. All voted in favor of the motion. Motion passed unanimously.

The March 12, 2019 Annual Meeting Minutes were read by Carol Pundt, Clerk. A motion was made by Sylvia Graff and seconded by Margaret Steblay to approve the minutes as read. All voted in favor of the motion. Motion passed unanimously.

RaeJean Anderson read the Treasurer's Report. Year ending balance was \$145,842.03. A motion was made by Becky Miller and seconded by Amy Vukelich. All voted in favor of the motion. Motion passed unanimously.

Fire Contract: The Township is requesting a total of \$82,000 for both the Fire Contract services in 2021. Deerwood Fire Department serves the North half of the Township. Garrison Fire Department serves the South half of the Township. Jon Steblay read off the stats for services provided by both fire departments. Their annual reports were included in the hand out packets to those in attendance.

Road Report: Holmwig Excavating has been awarded the road maintenance contract until 4/30/2020. Road bids for 2020 road improvement projects will be awarded at the April Board meeting. A copy of the 2019 road report was handed out to those in attendance. \$524,948.41 was spent on road projects in 2019 which was under budget by \$40,000. The road improvement project for this year is to do a bituminous reclamation of Scott Lake Road. The Township does a Spring and Fall road inspection. The Township uses a 12 point system 1-being the road in the worst condition and 12-being the road in the best condition. The Township tries to do one road improvement project each year. The improvement projects for 2019 were Katrine Drive and Timber Road.

Those in attendance were asked for their opinions on snow removal. Presently the Township sends out the plows when 3 inches of snow has fallen. This sometimes causes concerns for the Supervisors because it may only snow 2 inches one day and a couple more inches over the next 3 days which causes ice to build up on the roadway. There were no specific complaints. A suggestion would be to change the wording in the road Policy Handbook to a 3 inch accumulation over a 72 hour period. Sylvia Graff said she was very happy to see the hill approach by County Rd 10 and Woodland Beach road well sanded this year. Becky Miller said the pickup truck with a plow is not adequate for snow removal on Plott Road. She was told in years past a snow plow was used to remove the snow from the roadway. Becky Miller also stated the mowing in the Fall on Division Road was too early last year because the habitat (milk weeds) for the Monarch butterflies was destroyed.

Cemetery Report: No monies have been levied for the Cemetery Fund for 2020. There is a carryover of \$9,641.89 which should be adequate. \$10,000 has been levied for 2021. Erik's Lawn Service is the lawn maintenance contractor for the cemetery until 4/30/2020. Bids for lawn maintenance of the cemetery will be awarded at the April Board meeting. October is cemetery clean up month. The Township tries to respect ornamentation. Please remove all grave stone ornamentation during the month of October. Ornamentation left on the grave stone sites may be removed during the clean-up process. The fall cleanup went well. The Town Board is researching installing a columbarium for cremains at the cemetery. Presently 2 urns can be placed in one cemetery plot. Cemetery plots can also contain one vault and one urn. Cemetery plot prices were increased to \$300.00 in 2019.

Justin Smith reported 11 sites were sold in the new portion of the cemetery. No sites were sold in the old portion of the cemetery. Justin Smith said the new area of the cemetery has more of a desirable location than the Old portion of the cemetery. There were 11 burials in the new portion of the cemetery. Lots are not available for sale in the Old portion of the cemetery unless family members own or are buried in that portion of the cemetery. There are approximately 353 burial sites available in the new portion of the cemetery and 92 burial sites in the Old portion of the cemetery. Jon Steblay is the current Sexton for the cemetery. Jon is in charge of the care and maintenance of the cemetery. Justin Smith is the Record Recorder.

Town Hall Report: Lawn maintenance bids for 2017 through 2020 were awarded to Erik's Lawn Service. Lawn maintenance for the Town Hall will be awarded at the April Board meeting.

Recycling Report: The end of the year fund balance for 2019 was \$3,131.39. Crow Wing County did not allot funding in the form of a grant for the Recycling Fund in 2020. \$10,000 has been levied for 2020. Bay Lake Township is no longer on the list of recycling disposal sites for the County. In 2019 \$27,198.60 was spent on recycling disposal by the Township. The site was closed in October due to unexpected usage and cost overages due to contamination. When the container is contaminated all the recycling goes to the garbage landfill. The Board is still in discussion as to whether or not to start up the program in 2020.

Levy: The Township Board of Supervisors are requesting a the levy for \$562,000 for 2021. The bulk of the levy monies is spent on the Township roads and fire fighting protection. A motion was made by Jim Lease seconded by Becky Miller to approve the 2021 levy of \$562,000. \$145,842.03 was the ending balance for 2019. 10 voted in favor of the motion. None opposed to the motion. Motion passed.

Deerwood Bank is the depository for Bay Lake Township.

Currently the Supervisors of the Township are receiving \$200 per meeting (the chair person is receiving \$250 per meeting) and \$15 per hour with the first hour being \$30. The Clerk's monthly fee is \$500. The Treasurer's monthly fee is \$300.

The posting sites in the Township will be the Town Hall and Hansen's store. The Township website also has public information postings, but, the website is not an official posting site. It is kept updated, but, there have been situations in the past when the updates cannot be done in a timely manner.

The Crosby Courier and the News Hopper are the official publication sites for Bay Lake Township. The Brainerd Dispatch will be used for short term Public Notifications and the contract bidding process. Because the posting to the website does not always get done in a timely manner by the webmaster, the website is not designated as an official Township website.

The Monthly Board meetings are held on the second Tuesday of the month at 7:00 p.m. unless posted otherwise. The meeting schedule is posted on the Township website.

A motion was made by Margaret Steblay and seconded by Sylvia Graff to have the poll hours for Township elections from 4:00 p.m. – 8:00 p.m. at the Bay Lake Town Hall. All voted in favor of the motion. Motion passed unanimously.

A motion was made by RaeJean Anderson and seconded by Amy Vukelich to start the Bay Lake Township Annual Meeting at 8:30 p.m. following the Township election at the Bay Lake Town Hall. Motion passed unanimously .

Donations: All donation requests will be reviewed and discussed by the Township Board at the April meeting.

The results for the election were read by Carol Pundt, Clerk – Supervisor 3/yr Term: Jon Steblay – 34 votes; Clerk/2yr Term: Carol Pundt – 36 votes. Thirty-seven people voted.

Other Business To Come Before The Board:

There was continuing discussion regarding holding Township elections in November to coincide with the Mid Term and General elections. The Township website lists the request options and the path to follow with the request.

A motion was made by Becky Miller and seconded by Sylvia Graff to adjourn the meeting at 9:20 p.m.

Carol Pundt, Clerk, Bay Lake Township

Jon Steblay, Moderator