

BAY LAKE TOWNSHIP
BOARD OF SUPERVISORS
REORGANIZATION MEETING MINUTES
BAY LAKE TOWN HALL

April 7, 2020 - 7:00pm

Present: Don Hales, Jon Steblay, Justin Smith, Carol Pundt, RaeJean Anderson

Absent: None

Community Members Present: None

Carol Pundt called the meeting to order at 7:00 p.m. The Pledge of Allegiance was led by Carol Pundt

A motion was made by Don Hales and seconded by Jon Steblay to approve a resolution establishing the ability for the Board to conduct open meetings by telephone or video conferencing. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

A motion to approve the agenda was made by Don Hales and seconded by Justin Smith. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

Carol Pundt, clerk, asked for nominations for Chairperson of the Board.

A motion was made by Jon Steblay and seconded by Justin Smith to nominate Don Hales as Chairperson. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

A motion was made by Don Hales and seconded by Jon Steblay to approve the slate of Board officers and duties as presented Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously. Jon Steblay (Vice Chairperson), Jon Steblay (Weed Supervisor), Don Hales (Road Supervisor), Justin Smith (Assistant Road Supervisor), Jon Steblay (Cemetery Sexton), Justin Smith (Cemetery Recorder), Justin Smith (Town Hall Plant Over-site), Don Hales (Fire Contract & Meetings).

A motion was made by and seconded by Jon Steblay to approve the compensation rates as listed below. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

Compensation Rates:

Supervisor/Chair -	\$250.00/meeting
Supervisors -	\$200.00/meeting
Treasurer Fee-	\$300/month
Clerk Fee-	\$500/month
Reg. Meeting Fee -	\$200.00
Hourly Fee/Misc.-	\$15.00 per hour- Supervisors \$30 for 1st hour/\$15 thereafter
Ann. Mtg Moderator Meeting Fee	
Election Judge-	\$12.00 per hour
Head Ele. Judge	\$15.00/per hour
Mileage Rate-	\$.575 per mile
Deputy Clerk-	On As Needed Basis \$200 Meeting Fee
Deputy Treasurer-	On As Needed Basis \$200 Meeting Fee
Road Supervisor	Duties \$50 per month
Cemetery Recorder Duties	\$50
Cemetery Sexton Duties	\$50

A motion was made by Jon Steblay and seconded by Justin Smith to post public notices at the Town Hall and Hansen's Store. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously. Whenever possible the website will be included in the posting listings.

A motion was made by Jon Steblay and seconded by Justin Smith to have public notices published in the Crosby Courier and News Hopper (Brainerd Dispatch to be used on an as needed basis and for Township bid notifications) as approved at the annual meeting. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

A motion was made by Justin Smith and seconded by Jon Steblay to designate Deerwood Bank, Deerwood, MN as the official bank depository as approved at the annual meeting. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

A motion was made by Don Hales and seconded by Justin Smith to have the regular monthly Board meeting on the second Tuesday of each month starting at 7pm at the Town Hall or as posted on the Monthly Meeting Listing which is posted at the Town Hall, Hansen's Store and the Township's website. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

A motion was made by Justin Smith and seconded by Jon Steblay to authorize Don Hales, Road Supervisor, to spend up to \$10,000 for emergency road services without Board approval. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

Amy Vukelich will serve as Deputy Clerk of the Township through Carol Pundt's term on the Board.

Amy Donovan will serve as Deputy Treasurer of the Township through ReaJean Anderson's term on the Board.

A motion was made by Jon Steblay and seconded by Justin Smith to pay Board Members, who attended and made presentation at the annual meeting, \$200, which is the regular meeting fee paid to Board members. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

A motion was made by Jon Steblay and seconded by Justin Smith for the Township to continue to pay the Township Dental and Life insurance plan premiums for all elected Board members. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

A motion was made by Don Hales and seconded by Jon Steblay to continue the legal services of Virginia Knudson. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

The Board discussed the possible delay in payment of the first half of the Levy from Crow Wing County because the property tax payment date has been set back to July 15th.

The remote meeting format was discussed for the April 14th Board meeting.

A motion was made by Justin Smith and seconded by Jon Steblay to adjourn the meeting at 7:26 p.m. Roll Call vote: Don Hales-yes, Jon Steblay-yes, Justin Smith-yes. Motion passed unanimously.

Supervisor _____

Supervisor _____

Supervisor _____

Clerk _____