

**BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING
BAY LAKE TOWN HALL
December 8, 2020 - 7:00pm**

Present: Don Hales, Jon Steblay, Carol Pundt, Justin Smith, Mindy Tix

Absent: None

Community members present: Anders Macy

Don Hales called the meeting to order at 7:00 p.m. The Pledge of Allegiance was led by Justin Smith.

A motion was made by Jon Steblay and seconded by Justin Smith to approve the agenda as amended to have the columbarium presentation and Other Business after the approval of the minutes of the November 10th meeting. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Justin Smith and seconded by Jon Steblay to approve the minutes of the regular monthly meeting of the Board of Supervisors held on November 10, 2020. All voted in favor of the motion. Motion passed unanimously.

Other Business: The Board agreed to keep Board duty assignments according to motions by the Board at the April, 2020 Reorganization meeting.

A motion was made by Justin Smith and seconded by Jon Steblay to approve the Treasurers Report subject to audit. All voted in favor of the motion. Motion passed unanimously. The ending balance as of November 30, 2020 was \$286,235.66. The Board decided to close the Recycling Account after the final 2020 Levy distribution has been received for the account in January 2021.

A motion was made by Justin Smith and seconded by Jon Steblay to approve the claims as submitted (ck#10556 - 10572 ET-M-12-20, ET-C-12-20, ET-S-12-20 and ET-P-12-20) in the amount of \$11,601.40 . All voted in favor of the motion. Motion passed unanimously.

Road Report: Don Hales gave the Board an updated expense report. The lake access gates on Main Road and Warren Court have been opened. Don will be submitting a bill to the Minnesota Department of Transportation for damages to Esden Road while it was being used as a temporary trunk highway during road construction on state highway 169 this summer.

2021 Road Improvements Update: Don Hales will present 2021 road improvement options to the Board at the January meeting.

Fence Issue-Clearwater Point Rd: A letter has been sent out to Howard Yesnes stating the Board is standing firm with their decision as not being responsible for the damage to the fence on his property that is in the road right of way.

Variance Requests:

1989 Investments LLC: A motion was made by Justin Smith and seconded by Jon Steblay to recommend to the County the variance request for 1989 Investments LLC. All voted in favor of the motion. Motion passed unanimously.

Lance & Amy Broadbent: A motion was made by Don Hales and seconded by Jon Steblay to recommend to the County the variance request for Lance and Amy Broadbent with the condition not to exceed 25% of impervious surface. All voted in favor of the motion. Motion passed unanimously.

Jack & Katherine Hoelke Helms: A motion was made by Jon Steblay and seconded by Justin Smith to recommend to the County the variance request of Jack and Katherine Hoelke Helms. All voted in favor of the motion. Motion passed unanimously

Cemetery Report: Nothing to report from Jon Stebaly or Justin Smith.

Columbarium: Anders Macy, from Eickof, presented columbarium options for the Board to consider. There will be more discussion at the January 2021 Board meeting.

Town Hall Update: Carol is waiting for a phone call back from Dan Moore to set up a date to replace the ceiling lights at the Town Hall.

Recycling: Jon Steblay will ask Erik Twistol to help with removing the sign

General Election Update: 763 residents of the Township voted in the November General election. This number includes 28 new registrants.

Town Board Administrative Procedures Manuel: The Board was given the Procedure Manual for review and discussion .

Annual Township Election and Meeting Location: A motion was made by Jon Steblay and seconded by Justin Smith to designate the Bay Lake Town Hall as the voting and annual meeting location for the 2021 elections. All voted in favor of the motion. Motion passed unanimously. Depending on COVID -19 restrictions, the Township may set up a ZOOM meeting in addition to in person attendance at the annual meeting. There will be more discussion regarding the logistics and set up of the town hall for the 2021 annual election and annual meeting.

A motion was made by Don Hales and seconded by Jon Steblay to have Crow Wing County administer the Township annual election. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Jon Steblay and seconded by Justin Smith to set the date and time of the Reorganization meeting for April 6, 2021 at 7pm. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Jon Steblay and seconded by Justin Smith to set the date and time of the Budget/Audit meeting for February 11, 2020 at 6pm. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Justin Smith and seconded by Jon Steblay to approve the election judges on file by the clerk for the Absentee Ballot Board. All voted in favor of the motion. Motion passed unanimously.

Town Board Administrative Procedure Hand Book: The Board was given copies the Procedure Administrative Procedure Hand Book for review and discussion .

Other Business to Come Before The Board/Public Comment: Discussed at the beginning of the meeting.

All correspondence and e-mails received by the clerk were read.

A motion was made by Justin Smith to adjourn the meeting at 9:04pm. All voted in favor of the motion.

Supervisor_____

Supervisor_____

Supervisor_____

Clerk _____