

**BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING
BAY LAKE TOWN HALL
July 13, 2021 - 7:00pm**

Present: Don Hales (Via Zoom), Carol Pundt, Mindy Tix, Justin Smith

Absent: None

Community members present: None

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 Don Hales and seconded by Justin Smith to approve the amended agenda to include discussion for a Covid Preparedness Plan and procedures to appoint a new Supervisor. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Justin Smith and seconded by Don Hales to approve the minutes of the regular monthly meeting of the Board of Supervisors held on June 8, 2021. All voted in favor of the motion. Motion passed unanimously.

Resignation Letter From Jon Steblay Dated 6/10/2021: A motion was made by Don Hales and seconded by Justin Smith to accept Jon Steblay's resignation letter. All voted in favor of the motion. Motion passed unanimously. Jon has been a Bay Lake Board Supervisor since 2006.

Discussion Regarding Appointment of a Supervisor to fill Vacancy on the Board: There is no set time from to appoint a Supervisor. The Board does not have to advertise the vacancy. This is the only time the clerk may be asked to vote is if there is a tie decision. Don Hales spoke with the MN Township's attorney, Carl, who told him any discussion between the supervisors and the clerk regarding the appointment would be a violation of the open meeting law. The vacancy to be filled will be until the March 2022 Annual Election. At which time the position is up for election to fill the vacancy to the end of Jon Steblay's term which March 2023. There will be more discussion by the Board regarding filling the vacancy at the August Board meeting.

A motion was made by Don Hales and seconded by Justin Smith to approve the Treasurers Report subject to audit. All voted in favor of the motion. Motion passed unanimously. The ending balance as of June 30, 2021 was \$583,483.94. A motion was made by Justin Smith and seconded by Don Hales to deposit the \$8,201.64 franchise fee from Charter Communications into the Cemetery Fund. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Justin Smith and seconded by Don Hales to approve the claims as submitted (ck#10690 - 10705) EFT-M1-07-2021, EFT-M2-07-2021, EFT-C-07-21, EFT-S1-07-21, EFT-S2-07-21, EFT-S3-06-21 and EFT-P-07-2021) in the amount of \$241,399.59. All voted in favor of the motion. Motion passed unanimously. Anderson Brothers Construction were paid half of their billing for the 2021 Road Improvements in the amount of \$180,079.06. The City of Deerwood and Garrison Fire were paid the 2nd half of their fire contracts totaling \$41,247.47.

Road Report: Don Hales did not receive a billing report from the Township road contractor this month. Therefore, he was unable to give the Board an updated road expense report. He is ordering posts and signs to replace Township signs that have disappeared or have been damaged. The 2021 Road improvement road projects have been completed. He is pleased with the work that was done.

Bay Lake Association Runtilla: A motion was made by Don Hales and seconded by Justin Smith to approve the Bay Lake Association to use Brighton Point Road for the 37th Annual Runtilla. All voted in favor of the motion. Motion passed unanimously.

Variance Requests: A motion was made by Don Hales and seconded by Justin Smith to recommend approval to the Planning Commission/ Board of Adjustment of the request submitted by 1898 Management, LLC. All voted in favor of the motion. Motion passed unanimously.

Cemetery Report: One lot was sold in June.

Columbarium: Don will look into getting a quote on the foundation work for the columbarium installation.

Federal Stimulus Dollars Update/Carol: The Board decided to hold off on the resolution request until they can meet in person at the August Board meeting. A deadline to request the ARP2021 funds has not been determined.

Town Hall Update: Phone and internet installation has been completed.

A motion was made by Don Hales and seconded by Justin Smith for the Township to enter into a pre-buy fuel oil contract for the 2021/2022 season. All voted in favor of the motion. Motion passed unanimously.

The agenda for the Annual meeting on August 3, 2021 was review by the Board. The Annual meeting will be at the Bay Lake Town Hall building at 7pm.

Other Business to Come Before The Board/Public Comment: Because the State no longer is in a COVID-19 state of emergency, the Township has been advised by the MN Township Association that it is not required to have a plan in place at this time.

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

A motion was made by Justin Smith adjourned the meeting at 7:30pm. All voted in favor of the motion.

Supervisor_____

Supervisor_____

Supervisor_____

Clerk _____