

**BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING
BAY LAKE TOWN HALL
May 10, 2022 - 7:00pm**

Present: Don Hales, Carol Pundt, Mindy Tix, Justin Smith, John Enright

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 Justin Smith and seconded by John Enright to approve the agenda as amended to include a discussion regarding a DRT meeting. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Justin Smith and seconded by John Enright to approve the minutes of the regular monthly meeting of the Board of Supervisors held on April 12, 2022, and the special meeting held on April 26, 2022. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Justin Smith and seconded by John Enright to approve the Treasurers Report subject to audit. All voted in favor of the motion. Motion passed unanimously. The ending balance as of April 30, 2022 is \$433,818.46. To keep the checking account balance at \$50,000. Mindy Tix will be transferring \$40,000 from savings to checking.

A motion was made by John Enright and seconded by Justin Smith to approve the claims as submitted (ck#10860 - 10878) EFT-M-05-2022, EFT-S-05-22, EFT-S1-05-22, EFT-S2-05-22 and EFT-P-05-2022) in the amount of \$27,433.89 All voted in favor of the motion. Motion passed unanimously.

Road Report: Don Hales passed out an updated road report. Monies spent on road maintenance to date is \$47,891.50. Don received a phone call regarding an ice heave on Nels Johnson Rd. The heave will be repaired by the end of May as part of the road improvement project for Nels Johnson Road. Don spoke to Adam Surma, at Knife River, regarding Clearwater Point Rd. The plan is to raise the low spot in the road 8 to 10 inches with a class 5 and concrete mix at no additional cost to the Township. Don will also be meeting with Brad Holmwig to discuss culvert replacements on Clearwater Point Road.

Eastwood Road: An adjacent landowner to Eastwood Road, which is an lake access off Brighton Point Road, has stored their dock on the access which is blocking access to the lake. This in violation of how the access is to be used. Carol Pundt will draft a notification letter to go to the land owner asking them to remove the dock immediately, or the Township will have it removed at the owner's expense.

Main Road Gate Repair: A motion was made by John Enright and seconded by Justin Smith to hire Oberg Fence to repair the gate on Main Road. The estimated cost to repair the gate is \$700.00. All voted in favor of the motion. Motion passed unanimously.

Variance Requests: There were no variance requests presented to the Board.

DRT Meeting: In place of Don Hales, Justin Smith will be attending the DRT meeting which will be held on May 23, 2022, at the Crow Wing Land Services building at 9:00am.

MLEC Permit Request: A motion was made by Justin Smith and seconded by John Enright to approve the permit request from MLEC to install a pole at the intersection of Warren Drive and Eaglewood Drive. All voted in favor of the motion. Motion passed unanimously.

Cemetery Report: In April there was one burial. Justin will be removing the wood stakes before Memorial Day.

Federal Stimulus Monies Update/Carol Pundt: The Federal Stimulus monies being received by the Township was certified with the Federal government before the deadline of April 30, 2022.

Town Hall: Don Hales has met with the architect who is working on specifications for bids for a new Town Hall or a remodel project. He passed out an updated preliminary drawing to the Board. A motion was made by Justin Smith and seconded by John Enright to spend up to \$1,000 for a final drawing that can be used in the bidding process for the new building. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Justin Smith and seconded by John Enright to spend up to \$1,000 for an architectural drawing for a redesign of the front of the present Town Hall building. All voted in favor of the motion. Motion passed unanimously.

John Enright will look into the cost of having an inspector to inspect the present Town Hall for deficiencies. John Enright will also check into the cost of having the present septic system pumped and inspected.

Town Hall Report/John Enright: John is having the fire extinguisher serviced. He has added outside lighting around the sides of the building which also include cameras. He is wondering why the propane used to heat the Town Hall is \$3.09 per gallon when he is paying less at home to heat his house. He will be contacting Lakes Gas. The air conditioner unit will need to be inspected before it is used this summer. SCR has done this in the past. Either Carol Pundt or John will phone SCR. The Asian beetles are still a problem. John suggested spraying the outside of the building. He will get estimates to do so.

Computers/John Enright: All the Board Supervisors and the Treasurer have received new LAP top computers which were purchased through the ARPA Federal monies. This purchase will enable better communication during pandemic situations when the Board may not be able to meet in person. There are future plans for training.

Open Meeting Law/Don Hales: Don stressed to the Board the importance of not violating the Open Meeting Law when emailing. Board Supervisors are not to email each other. The only time an email can go out to Board members is when the clerk is sending out an email for information only regarding an upcoming meeting. There should be no response to her email.

Donation Requests: Donation requests will be discussed at the June meeting because Don has not had a chance to meet with the Township attorney. She has been on vacation.

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

A motion was made by Justin Smith adjourned the meeting at 8:10pm. All voted in favor of the motion.

Supervisor_____

Supervisor_____

Supervisor_____

Clerk _____