

**BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING
BAY LAKE TOWN HALL & Zoom
December 13, 2022 - 7:00pm**

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

Absent: None

Community Members Present: None

Don Hales called the meeting to order at 7:05 p.m. The Pledge of Allegiance was led by Justin Smith.

A motion was made by Justin Smith and seconded by Don Hales to approve the agenda. 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 November 10, 2022. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Don Hales and seconded by John Enright to approve the amended minutes of the November 23, 2022 special meeting with the Township attorney. Don Hales and John Enright voted to approve the amended minutes. Justin Smith abstained from voting because he did not attend the meeting.

A motion was made by John Enright 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 November, 2022 is \$466,657.19.

A motion was made by Justin Smith and seconded by John Enright to approve the claims as submitted (ck#11005 - 11033) EFT-M-12-2022, EFT-M1-12-2022, EFT-S-12-22, EFT-S1-12-22, EFT-S2-12-22 and EFT-P-12-2022) in the amount of \$224,892.64 All voted in favor of the motion. Motion passed unanimously.

Road Report: Don Hales gave the Board an updated road report. The chain locking the gate on Main Road was vandalized. Discussion centered around how to make the gate lock more secure. Also, private property is being improperly stored on Eastwood Road. Carol Pundt will mail a certified letter to the party involved to remove the property or the Township will remove the property and charge the landowner.

2023 Road Improvement Discussion: A motion was made by Don Hales and seconded by John Enright to set the date and time of the 2023 Road Improvement Contract Bid Opening to April 11 at 7pm. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Don Hales and seconded by John Enright to set the date and time for the bid opening for the Road Maintenance Contract to April 11, 2023, at 7pm. All voted in favor of the motion. Motion passed unanimously.

Variance Requests: None

Cemetery Report: Justin Smith reported to the Board there was 1 deed transfer. There were no burials or sales. A motion was made by Don Hales and seconded by John Enright to set the date and time for the lawn maintenance contract for the Town Hall and Cemetery to April 11, 2023, at 7pm. All voted in favor of the motion. Motion passed unanimously.

Town Hall: A motion was made by Don Hales and seconded by Justin Smith to change the bid opening for the Town Hall building project to February 14, 2023 at 7pm. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Don Hales and seconded by Justin Smith to hold a Special meeting on January 12, 2023, at 6pm for interested contractors to attend a pre bid meeting regarding the Town Hall building project. All voted in favor of the motion. Motion passed unanimously.

A motion was made by John Enright and seconded by Justin Smith to hire Crow Wing County to administer the Township annual election. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Justin Smith and seconded by Don Hales to pass a resolution to designate Bay Lake Town Hall as the location for the polling place in 2023 for Bay Lake Township voters. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Don Hales and seconded by John Enright to set the date and time for the Reorganization meeting to April 4, 2023, at 7pm. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Don Hales and seconded by John Enright to set the date and time for the Audit/Budget meeting to January 17, 2023 at 6pm. 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 Absentee Ballot Board and Election Judges for the Bay Lake Township annual election as presented by Carol Pundt. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Don Hales and seconded by John Enright to set the date and time of the Board of Canvass meeting to March 14, 2022 following the annual meeting. All voted in favor of the motion. Motion passed unanimously.

Emergency Preparedness Training Discussion: Carol will give the Board at the January Board meeting the plan that is presently being used.

Garrison Fire Chief-Clay Crowther has been invited to the January Board meeting.

Other Business to Come Before the Board:

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

A motion was made by Don Hales and seconded by Justin Smith to adjourn the meeting at 7:55pm. All voted in favor of the motion.

Supervisor_____

Supervisor_____

Supervisor_____