

**BAY LAKE TOWNSHIP
REGULAR MONTHLY MEETING
DEERWOOD TOWN HALL
December 12, 2023 - 7:00pm**

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

Absent: None

Community Members Present: Becky Miller, Randy Batten

Don Hales called the meeting to order at 7:00 pm with the Pledge of Allegiance.

A motion was made by John Enright and seconded by Justin Smith to approve the amended agenda moving the variance request for the Randy E. Batten Revocable Trust after the minutes are approved. All voted in favor of the motion. Motion passed unanimously.

A motion was made by John Enright and seconded by Justin Smith to approve the minutes of the regular monthly meeting of the Board of Supervisors held on November 14, 2023, Special Bi-Weekly Construction update meeting with the project manager on November 17, 2023. All voted in favor of the motion. Motion passed unanimously.

A motion was made by John Enright 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 30, 2023 is \$341,825.55.

A motion was made by John Enright and seconded by Justin Smith to approve the claims as submitted (ck#11245- 11261), EFT-M-12-2023, EFT-M1-12-2023, EFT-S-12-2023, EFT-S1-12-2023, EFT-S2-12-2023 and EFT-P-12-2023) in the amount of \$179,974.85. All voted in favor of the motion. Motion passed unanimously.

Road Report: Don Hales gave the Board members an updated Road Expense Report. Costs for road improvements in 2024 will be going up considerably from the road bids in 2023. A motion was made by Don Hales and seconded by Justin Smith to have the Township Lawyer prepare a road improvement bid packet and to open the 2024 road improvement bids on March 14, 2023 at 7pm. All voted in favor of the motion. Motion passed unanimously. Roads being let for bid are Woodland Beach (center), Woodland Drive and Maple. The Board will be making a decision on the roads to be included in the 2024 road improvement project once the bids have been reviewed.

Policy for Platted Lake Access Roads: The 3rd reading of the policy was reviewed by the Board. A motion was made by John Enright and seconded by Justin Smith to adopt the revised policy for Platted Lake Access Roads. All voted in favor of the motion. Motion passed unanimously.

Discussion Regarding Enforcement of Lake Access Roads: A motion was made by John Enright and seconded by Justin Smith to set in motion a process to adopt an ordinance regarding platted lake access roads in Bay Lake Township. All voted in favor of the motion. Motion passed unanimously. Don Hales will be in contact with the Township attorney to start the process.

Variance Requests: A motion was made by Justin Smith and seconded by John Enright to recommend approval of the variance request for the Randy Batten Revocable Trust. All voted in favor of the motion. Motion passed unanimously.

Cemetery Report: Justin Smith had nothing to report to the Board.

Columbarium Project: A motion was made by Justin Smith and seconded by John Enright to have Don Hales sign the contract with Eickhof Columbaria in an amount not to exceed \$52,830. All voted in favor of the motion. Motion passed unanimously. There was also Board discussion focusing around processing inscription on the granite name plates. Justin will check to see if there is a local business available instead of sending the engraving requests to Eickhof.

Town Hall Update: Tabled to the December 15th Construction Workshop meeting at the Town Hall property.

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 John Enright and seconded by Justin Smith to set the date and time for the Board of Audit/Budget meeting for February 28, 2024 at 6pm with an alternate inclement weather date of February 29, 2024 at 6pm. All voted in favor of the motion. Motion passed unanimously.

A motion was made by John Enright and seconded by Justin Smith to set the date and time for the Reorganization meeting for April 2, 2024 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 approve the Absentee Ballot Board and Election Judges for the Township Annual Election as presented by Carol Pundt. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Justin Smith and seconded by John Enright to set the date and time for the Board of Canvass meeting to follow the March 12, 2024 Township annual meeting. All voted in favor of the motion.

Public Comment: Becky Miller was please to tell the Board members the Big Truck was used by Holmwig Excavating to sand Plot road.

Other Business to Come Before the Board: None

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

A motion was made by Justin Smith and seconded by John Enright to adjourn the meeting at 8:11pm.

Supervisor_____

Supervisor_____

Supervisor_____