

**BAY LAKE TOWNSHIP  
REGULAR MONTHLY MEETING  
BAY LAKE TOWN HALL  
November 12, 2025 - 7:00pm**

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

Absent: None

Community Members' Present: None

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

A motion was made by Justin Smith seconded by John Enright 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 October 14, 2025. 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 October 31, 2025, is \$612,614.05. 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 claims as submitted (ck#11737-11752), EFT-S-11-2025 EFT-S1-10-2025, EFT-S2-10-2025, and EFT-P-11-2025 in the amount of \$59,340.36. All voted in favor of the motion. Motion passed unanimously.

Road Report: Don Hales handed out an updated road report. In October \$47,128.00 was spent on installation of Eight culverts, shouldering and road repair. All projects for the rest of the year have been completed. 2026 Road improvements being done in conjunction with the Crow Wing Highway Department are estimated to be \$388,121.00.

CWC Bituminous Seal Coat Letter Discussion: Don Hales will be contacting the Crow Wing Highway Department to get an estimate of the cost to seal coat Portage, Maple and Woodland in 2026. The deadline to contact the CWC Highway Department is December 1, 2025.

Variance Requests: None.

Cemetery Report: Justin Smith reported to the Board he will be working with a family regarding the first interment in the columbarium. The cemetery has been staked for the winter. Cemetery clean up was done in October.

Town Hall: The outside storage shed should be insured for \$10,000.

Franchise Ordinance with Bye/Bresnan/Charter Communications: A motion was made by Don Hales and seconded by John Enright to approve the franchise agreement continuation of 2.5% of gross proceeds to be paid out annually to Bay Lake Township. All voted in favor of the motion. Carol Pundt will be contacting the Township attorney to finalize the agreement wording to be sent to Charter/Spectrum Communications.

Charter/Spectrum Right-of-Way Use Agreement: A motion was made by Justin Smith and seconded by John Enright to approve the Right-of-Way Use Agreement so that fiber can be installed at Sand Beach Park Road. All voted in favor of the motion.

Letter From CWC Regarding Land Swap Discussion. Discussion was tabled to the December meeting for Don Hales to do some research regarding the request.

Minnesota Paid Leave Discussion: A motion was made by Justin Smith and seconded by John Enright to approve the resolution for Bay Lake Township to pay the payroll tax at 100%. All voted in favor of the motion.

Other Business to Come Before the Board:

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

Justin Smith adjourned the meeting at 7:27pm.

Supervisor \_\_\_\_\_

Supervisor \_\_\_\_\_

Supervisor \_\_\_\_\_

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