

BAY LAKE TOWNSHIP

Reorganization Meeting of
Board of Supervisors
Town Hall

April 2, 2026
7:00 p.m.

I) Call to Order/Carol Pundt:

II) Roll Call: ___ John Enright; ___ Don Hales; ___ Justin Smith; ___ Carol Pundt;
___ Mindy Tix

III) Pledge of Allegiance/Carol Pundt:

IV) Approve/Amend Agenda:

Action _____ M _ S _ F _ A _ Ab _

V) Election of Board Officers:

Chairman (presently Don Hales)-

Action _____ M _ S _ F _ A _ Ab _

Vice-Chairman (presently Justin Smith)-

Action _____ M _ S _ F _ A _ Ab _

Weed Supervisor (John Enright)-

Action _____ M _ S _ F _ A _ Ab _

Road Supervisor (presently Don Hales) is presently receiving \$100 per month-

Action _____ M _ S _ F _ A _ Ab _

Assistant Road Supervisor (presently John Enright)-

Action _____ M _ S _ F _ A _ Ab _

Cemetery Sexton-Justin Smith is presently receiving \$50 per month-

Action _____ M _ S _ F _ A _ Ab _

Cemetery Recorder-Justin Smith is presently receiving \$50 per month-

Action _____ M _ S _ F _ A _ Ab _

Town Hall Plant Over Site (presently John Enright) presently receiving \$100 per month-

Action _____ M _ S _ F _ A _ Ab _

Fire Contract and Meetings (presently Don Hales)-

Action _____ M _ S _ F _ A _ Ab _

VI) Compensation Rates: Supervisor/Chair - \$350.00/meeting
Supervisors - \$300.00/meeting
Treasurer Fee- \$400/month
Clerk Fee- \$600/month
Reg. Meeting Fee - \$200.00
Hourly Fee/Misc.- \$30.00 per hour
Ann. Mtg Moderator - Meeting Fee

Election Judge- \$20.00 per hour
Head Election Judge- \$24.00 per hour
Mileage Rate- Per IRS Mileage Rate
Deputy Clerk- On As Needed Basis \$200 Meeting Fee
Deputy Treasurer- On As Needed Basis \$200 Meeting Fee

Action _____ M _ S _ F _ A _ Ab _

VII) Authorize Road Supervisor to spend up to \$10,000 for emergency road services without Board approval:

Action _____ M _ S _ F _ A _ Ab _

VIII) Public Notice Posting Locations: Town Hall, Hansen's Store

Action _____ M _ S _ F _ A _ Ab _

IX) Designate Deerwood Bank, Deerwood, MN as the Official Bank for Bay Lake Township:

Action _____ M _ S _ F _ A _ Ab _

X) Designate CI Courier and News Hopper as Official Publication Sites (Brainerd Dispatch to be used on an as needed basis and for Township bid notifications):

Action _____ M _ S _ F _ A _ Ab _

XI) Date and Time of Regular Monthly Board Meeting: 2nd Tuesday of the Month at 7pm, Bay Lake Town Hall/Review Meeting Schedule:

Action _____ M _ S _ F _ A _ Ab _

XII) Appoint Amy Mickelson as the Deputy Clerk:

Action _____ M _ S _ F _ A _ Ab _

XIII) Appoint Amy Donovan as Deputy Treasurer:

XIV) Continue Legal Services of Virginia Knutson of Borden, Steinbauer, Krueger & Knudson Law Firm:

Action _____ M _ S _ F _ A _ Ab _

XV) Discussion on What to Pay Board Members for attending and presenting at the Annual Meeting (past practice regular meeting pay):

Action _____ M _ S _ F _ A _ Ab _

XVI) Township Dental and Life Insurance Plans:

Action _____ M _ S _ F _ A _ Ab _

XVII) Discuss Changing web presence from .ORG to .GOV:

XVII) Discuss and Review 1st Reading of Township Donation Policy:

XVIII) Adjournment: