

APPROVED MINUTES

**Present:** Chair Mike Klingelhutz, Vice-chair Cathy Nielsen, Clerk/Treasurer Leanne Kunze, resident Thomas Schulz  
**Excused:** Supervisor Pete Parris

6:00 p

**Call to Order**

Chair Klingelhutz called the meeting to order at 6:00pm

**Adopt Regular Meeting Agenda**

Add to Unfinished Business: Review draft letter to residents and property owners re: Augusta Road.

**Motion** by Chair Klingelhutz to adopt the agenda as amended.

Second by Vice-chair Nielsen

Motion carried (none opposed)

**Open Forum** is an opportunity for citizens to discuss issues with the Board on items not on the agenda. Individuals are asked to limit their comments to 5 minutes. The Chairman may limit the number of speakers discussing the same issue. The Town Board will take no official action on items discussed at the Open Forum. Items discussed at the Open Forum may be referred to staff for possible consideration at a future meeting.

- Resident, Thomas Schulz, addressed the Board regarding his desire to have chickens – hens, not roosters – at his property on Lennis Avenue. Chair Klingelhutz explained how most of Laketown Township is zoned Agriculture and is governed by Carver County. Board asked Clerk/Treasurer Kunze to reach out to Carver County Land Management to inquire about chickens, in particular, and provide findings to Mr. Schulz.

**Minutes**

- Special Meeting with City of Victoria for Bolton & Menk presentation – March 9, 2023

**Motion** by Chair Klingelhutz to table to the April 10, 2023, meeting when Supervisor Parris is present.

Second by Vice-chair Nielsen

Motion carried (none opposed)

- Public Works Work Session, and Regular Meeting Minutes – March 13, 2023

**Motion** by Vice-chair Nielsen to approve the minutes from the Public Works Work Session and Regular Meeting.

Second by Chair Klingelhutz

Motion carried (none opposed)

**Financials**

- Payment of Claims: # 13641-13664 totaling \$14,284.72

**Motion** by Vice-chair Nielsen to approve payment of claims #13641-13664 in the amount of \$14,284.72

Second by Chair Klingelhutz

Motion carried (none opposed)

- Schedule 1 Treasurer's Report

**Motion** by Vice-chair Nielsen to accept the Schedule 1 Treasurer's Report.

Second by Chair Klingelhutz

Motion carried (none opposed)

- Receipts Register: \$268.10

Chair Klingelhutz noted for the record that the Receipts Register was reviewed without issue.

## New Business

- Review letter of compliance received from Carver County re: signage ordinance violation. Chair Klingelhutz noted for the record that the letter was reviewed.
- Discuss information received regarding tree business operating out of 8850 Island View Rd
  - Clerk/Treasurer Kunze reported a concern regarding the appearance of a tree service operating out of 8850 Island View Road and resident inquiry into a CUP and participation in the cost of dustcoating. This property is owned by an LLC and resident of property is unknown at this time.
  - Board directed Clerk/Treasurer Kunze to inquire with Carver County Land Management.

## Unfinished Business

- Consider letter to impacted residents regarding Augusta Road

**Motion** by Chair Klingelhutz to send letter and copy of Special Meeting Minutes from the 02/27/2023 meeting with representatives from Dahlgren Township.

Second by Vice-chair Nielsen

Discussion: *Add to the letter, in bold, the sentence from the Special Meeting Minutes that explains how residents/property owners may request reconsideration from the townships.*

Motion carried (none opposed)

## Board Member Reports

### Chair Mike Klingelhutz

- Reviewed *Pending Business List*
  - Pierson Lake Drive Retaining Wall – no response to attorney letter; monitor
  - Three River Park annexation/fire contract – Clerk will follow up with Chief
  - Augusta Road – letter to be sent w/minutes from meeting w/Dahlgren Twp
  - MnWARN – MAT attorney recommends – Clerk/Treasurer Kunze reported that Deputy Clerk/Treasurer Lano is working on edits to the template JPA and application questionnaire and should be ready for April 10, 2023 Agenda for Board consideration of Resolution and JPA. Clerk/Treasurer recommends legal review by Couri & Ruppe as they are the township's legal counsel and would be representing us if any legal issues were to arise as a result of our potential participation in MnWARN.
    - **Motion** by Vice-Chair Nielsen to have Couri & Ruppe review the MnWARN draft JPA in preparation for consideration at the April 10, 2023 Board Meeting.  
Second by Chair Klingelhutz
  - 201 Sewer Ordinance – Clerk will send existing ordinance in Word doc format to Mike Couri for draft language to propose amendment re: extra pumping
- Discussed whether an OT policy was needed for Deputy Clerk/Treasurer and Administrative Assistant. Rather than a formal policy, it is noted for the record that Clerk/Treasurer is responsible for scheduling of Deputy Clerk/Treasurer and Administrative Assistant, and it is an expectation that there be no overtime authorized for either of these positions. If there were extenuating circumstances that the Clerk/Treasurer believes overtime would be justified for either of these positions, advanced consultation with the Board Chair – at a minimum – is expected.

### Vice Chair Cathy Nielsen

- Shared a newspaper clipping of an article re: Cologne seeking financial resources from MPCA for wastewater
- Update on grants
  - MPCA on track – awaiting results of the feasibility study underway
  - Carver County CDA – watching for the opening of 2023 application period

Clerk/Treasurer Leanne Kunze

- Federal Government System for Award Management (SAM) annual renewal completed
- Added Noxious Weeds link to our website
- Reminder to Board members to submit their quarterly expense report for processing
- Reported the process to obtain a .gov domain is underway
- Off-leash complaints continue in Hidden Bay – Kunze will reach out to discuss and will bring copy of letters sent in 2022

**Correspondence reviewed**

- Septic transport exempted from seasonal load restrictions (MAT notice)
- March 2023 MAT Newsletter
- Spring 2023 Trending in Chaska flyer
- Courtesy information re: Ridgeview Golf and Taste Celebration (gambling & music)


**Adjournment**

**Motion** by Chair Klingelhutz to adjourn the meeting at 7:19pm

Second by Vice-chair Nielsen

Motion carried (none opposed)

Submitted by:   
Leanne Kunze, Clerk/Treasurer

Approved by Laketown Township Board  
  
Mike Klingelhutz, Board Chair

**UPCOMING MEETINGS**

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|                         |   |                    |
|-------------------------|---|--------------------|
| Monday, April 10, 2023  | Public Works Work Session<br>Regular Town Board Meeting | 1:00 PM<br>3:00 PM |
| Monday, April 24, 2023  | Regular Town Board Meeting                              | 6:00 PM            |
| Tuesday, April 25, 2023 | Annual Road Tour  | 8:00 AM            |
| Monday, May 08, 2023    | Public Works Work Session<br>Regular Town Board Meeting | 1:00 PM<br>3:00 PM |
| Monday, May 22, 2023    | Regular Town Board Meeting                              | 6:00 PM            |
| Monday, May 29, 2023    | Closed - Memorial Day                                   |                    |
| Monday, June 12, 2023   | Public Works Work Session<br>Regular Town Board Meeting | 1:00 PM<br>3:00 PM |
| Monday, June 26, 2023   | Regular Town Board Meeting                              | 6:00 PM            |