

FOREST TOWNSHIP MEETING MINUTES

Date and Time of Meeting: December 13, 2022 6:30 p.m.		
Present: Tim Holzkamm, Barb Christiansen, Lynn Lindow; Supervisors, Donna Waliczek; Treasurer, Carol Peterson; Clerk		
Absent:		
Visitors: Karen and John LaFond, Lisa Jackson, Steve Lindow		
Agenda Item	Discussion Points/Notes	Actions/Follow-up Needed
Pledge of Allegiance Visitor Sign in		
Consent agenda: <ul style="list-style-type: none"> • November 7, 2022 Minutes • Treasurers Report • Approval of Claims 	<ul style="list-style-type: none"> • Review Minutes • 	<ul style="list-style-type: none"> • A Motion by Barb to approve the Consent Agenda. Second by Lynn. Motion carried
<ul style="list-style-type: none"> • Public Comment 		
<ul style="list-style-type: none"> • Clerk's Report 	<ul style="list-style-type: none"> • 2023 Draft Meeting Dates – no changes need to be made.. • Time Cards and expenses 2022 - all were received and approved • List of 2023 Township officers sent to Becker Cty • Lisa is getting some training file system, clerk files have been copied and turned over except for 2022 file. She will get the new computer updated. New clerk email address is: clerkforesttownship@outlook.com . Donna and Carol will assist with getting CTAS on her computer after 2022 financial close out. 	<ul style="list-style-type: none"> • Dates can be posted


<p>Board Member Reports</p> <ul style="list-style-type: none"> • Town Hall • Trash/Recycle • Roads • Planning Commission • Weed Report • Website 	<ul style="list-style-type: none"> • Sink - tbc • One of the trash signs on the gate has to be repair. A Chair was left at the dump <p>Black Bear Rd cul de sac – Barb met with Jon W. regarding concerns of boulders and trees planted in Cul de Sac easement. The concern is plows hitting boulders and damaging equipment. Boulders are approx. 109' from the entrance to the cul de sac. Jon is concerned with removing more trees. Discussion about placing snow at the north end and moving the cul de sac out toward the road more. Jon stated he would mark boulders with reflectors and, as of today's meeting, that has been done. The other concern is that two storage containers are still in the cul de sac which Jon says will be removed soon. Once removed the plow would have 109' by 67' for turnaround. Barb told Jon and Thelen's that there will be no plowing until storage containers are removed. Jon is to notify Barb.</p> <p>Jon provided a copy of the survey done to access his property on the south end of Black Bear Beach Rd. He will be putting in a road there and it is marked with a 66' easement. Barb has filed it in Black Bear Beach Rd file at the Town Hall.</p> <p>Jon was told that Board had these issues on tonight's agenda if he cared to attend and discuss options .</p> <p>Discussion: Planting and boulders do infringe on township easement. Tim shared that taking no action may create a legal problem in the future. It was decided that a letter be sent to Jon W notifying him that if plantings or boulders become a problem in the future the Township will have them removed at his expense.</p> <ul style="list-style-type: none"> • Discussion of maintenance guidelines - tbc • Discussion of snowfall and plowing <ul style="list-style-type: none"> • Permits: Tschudi- Lynn presented draft letter informing Don that his current unfinished building permit will be closed out at the end of 2022. Discussion Mike Johnson – to be held over until spring Naloni Teal – Kyle Vareberg – Becker Cty Zoning called Lynn to confirm her findings. County Zoning will send letter to property owner that at least 7 of the trailers need to be removed from the property. Lynn presented draft letter to property owner regarding Forest Township zoning and the need for a building permit for the structure built on the property. Discuss: Becker County Zoning should be sent copy of the letter. • Planning Commission – Craig Lindstrom's term is up this year. Carol Peterson volunteered to replace him <ul style="list-style-type: none"> • • 	<ul style="list-style-type: none"> • Barb will sent Jon W. a letter informing him of the Board's findings • Letter was approved to send regular mail. • Letter was approved to be sent Certified Mail and CC Becker Cty. • A motion by Tim to appoint Carol Peterson to a 2 year term on the Planning Commission beginning 2023. Second by Barb. Motion carried unanimously
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Old Business	<ul style="list-style-type: none"> 2022 Voting Certification - Barb Christiansen was declared winner for supervisor and Lisa Jackson for clerk. Both were sent the official Notification and have returned their Campaign Financial Report. Oath of Office will be in January. 	<ul style="list-style-type: none"> Motion by Barb to certify and approve the 2022 Canvass with Barb Christiansen receiving the most votes for Supervisor and Lisa Jackson receiving the most votes for Clerk. Second by Lynn. Motion carried unanimously
New Business	<ul style="list-style-type: none"> 2023 Polling Place Resolution - Clerk presented 2023 Polling Place Resolution. Being an off elect year Forest Town Hall will be designated as the polling place for any Forest Township voting in 2023. The full Resolution is 2022-2 and is on file in Township Resolution Book 	<ul style="list-style-type: none"> Motion by Tim to approve Resolution designating Forest Town Hall as 2023 Polling location. Second by Lynn. Motion carried unanimously
Adjourn	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Motion by Barb to adjourn the meeting. Second by Lynn. Motion carried unanimously


 Tim Holzkamm _____ 11/10/23
 Date


 Barb Christiansen _____ 11/10/23
 Date


 Lynn Lindow _____ 11/10/2023
 Date


 Carol Peterson/ Clerk _____ 11/10/23
 Date

Date Range : 12/13/2022 To 12/13/2022

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
12/13/2022	Karen LaFond	Nov 7th 1hr	2819	\$20.00	100-49001-100-	miscellaneous	\$20.00
12/13/2022	MATIT	Workmens Compensation 1/1/23 - 1/1/24	2820	\$952.00	100-41426-160-	Insurance	\$952.00
12/13/2022	Lisa Jackson	reimbursement for purchase of township computer, printer and paper	2821	\$396.37	100-41425-201-	Clerk	\$396.37
12/13/2022	Thelen's Excavating	Nov 4 Grade roads 1hr Nov 11 plow roads 4.5 hr	2822	\$650.00	201-43122-400-	Unpaved Streets	\$650.00
12/13/2022	Itasca Mantrap Co-op Elec. Assoc	electricity	2823	\$109.00	100-41940-381-	General Government Buildings and Plant	\$109.00
12/13/2022	Steve Lindow	contract work May 10 & July 2 Dump clean up, July 4- clean up road ditches 6hrs	2824	\$120.00	100-49001-100-	miscellaneous	\$120.00
12/13/2022	White Earth Sanitation	the month of October	2825	\$45.72	100-43230-384-	Waste (Refuse) Collection	\$45.72
12/13/2022	Lynn Lindow	2022 expenses	2826	\$142.45	100-41115-430-	Supervisors	\$142.45
12/13/2022	Carol Peterson	clerk expense	2827	\$267.83	100-41425-201-	Clerk	\$267.83
12/13/2022	Barb Christiansen	expenses 2022	2828	\$14.94	100-41115-430-	Supervisors	\$14.94

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12/13/2022	Donna Waliczek	expenses 2022	2829	\$24.80	100-41510-430-	Treasurer	\$24.80
12/13/2022	Citizens National Bank	Safety Box 2023	2830A	\$19.00	100-41001-311-	General Government	\$19.00
Total For Selected Claims				\$2,762.11			\$2,762.11

Barbara Christiansen	Town Supervisor	Date
Lynn Lindow	Vice Chair, Town Supervisor	Date
tim Holzkamm	Chair, Town Supervisor	Date