

Turtle Lake Township Regular Meeting Minutes May 5, 2025, 19143 Lake Julia Dr. NW Bemidji, MN

The regular meeting of the governing body of Turtle Lake Township, Beltrami County MN was called to order at 7:00 p.m. by Chair Michelle Anderson. Also in attendance are Vice Chair Kenneth McBride, Supervisors Leigh Sovde, Mark Haugen, Treasurer Christine Malterud, Road Supervisor/Zoning Administrator Kelly Booge and Clerk Lynn Johnson. Supervisor Corey Wright was unable to attend tonight's meeting.

Public Attendees

Jess Frenzel, Luke Upgren, Kate Tesar, Kyle Lee, Trent Erickson, Keni Johnson, Kristy Roberts and Dave Close.

Approve Agenda

Chair Anderson asked to add Little Turtle dust control to new business. Motion to approve agenda with addition by Supervisor Haugen, second by Chair Anderson. Motion carried 4-0.

Approve Regular Meeting Minutes of April 7, 2025

Motion to approve the regular meeting minutes of April 7, 2025 by Chair Anderson, second by Supervisor Sovde. Motion carried 3-0-1 with Chair Anderson, and Supervisors Sovde and Haugen voting for. Vice Chair McBride abstained because he was not at the meeting.

Approve May 5, 2025 Treasurer's Report

Motion to approve treasurer's report of May 5, 2025 by Chair Anderson, second by Vice Chair McBride. Motion carried 4-0.

Approve and Sign Claims and Payroll

Motion to approve claims and payroll by Chair Anderson, second by Vice Chair McBride. Motion carried 4-0.

Northern Township Intent to Incorporate

Northern Township Chair Jess Frenzel spoke to the Board about their intent to incorporate. This is the only way they can stop annexation by the City of Bemidji. He explained their plans for a waste water/sewage system and the long process of trying to work with the City to connect with theirs. This plan fell through when Bemidji pulled out of negotiations and Northern is now working on their own waste water/sewer system. He also said that they can provide all the services the City can to the residents and they are asking Turtle Lake to pass a resolution, which was prepared by Northern Township, supporting this effort. Concerns of Northern wanting to annex Turtle Lake if they become a city were expressed and Chair Frenzel stated that they do not plan to annex other townships. Turtle Lake Chair Anderson would like the resolution to state that Northern will not annex Turtle Lake in the future. A majority of the Supervisors didn't feel this was necessary. Motion by Supervisor Haugen to approve resolution of support, second by Supervisor Sovde. Motion carried 4-0.

OLD BUSINESS

General Road/Zoning Update

Road Supervisor Booge reported that coming out of winter the roads are in fairly good shape and we are working on reshaping roads that need it. There were no zoning requests in April.

County Conditional Use Permit/Planning Commission

In order to move forward with the County request for a CUP, the application needs to be reviewed by the Township Planning Commission so one will need to be established. Township ordinance No. 6 Establishing a Planning Commission states that it shall consist of up to 5 voting members which may include one or more Town officers. Clerk contacted the town's attorney who prepared a resolution appointing the Board as the Planning Commission. Vice Chair McBride pointed out that Township ordinance 040113 A Zoning and Subdivision Ordinance states that it is consisting of up to 5 voting members up to two of which may be Town Board members. The resolution was changed to include two Town Board members and one resident voting member. Motion to approve resolution 05052025-1 appointing Michelle Anderson, Mark Haugen and Keni Johnson to the Planning Commission made by Chair Anderson, second by Vice Chair McBride. Motion carried 4-0.

Motion by Chair Anderson to hold the Planning Commission meeting to review the County's CUP request on Monday, June 2 at 6:00 p.m. at the town hall. Second by Supervisor Sovde. Motion carried 4-0.

Clerk will contact attorney to determine the best path forward to correct the discrepancy.

Werner Road ROW

To fix the frost heaves on Werner Road, a town line road shared with Liberty Township, Turtle Lake is asking for a 570' long 33' wide easement from Kyle Lee who owns property on Liberty's side. On account of this, the required easement will be given to Liberty Township. Kyle Lee agreed to sign off on the easement so the road can be improved. Motion by Chair Anderson to have the easement paperwork drawn up. Second by Vice Chair McBride. Motion carried 4-0.

Old Long Lake Road

Freeberg & Grund completed the soil borings and found that 46" down the road is mush, then they hit clay. The east 1,800' is in danger of collapse in a bad year. Due to the expense of repairs, two pre-topo budgets were completed, one for the east 1,800' and one for the west 3,260'. An informational meeting will need to be held to discuss the project with the residents. Supervisor Haugen motioned to host a meeting on July 7th at 6:00 p.m., second by Chair Anderson. Motion carried 4-0.

NEW BUSINESS

Cemetery

There is a tree that needs to be cut down, Dave will take care of that. He also asked if he could erect a post and cable at the end of the town hall parking lot to prevent people from driving on the lawn and rutting it up in the spring. Motion by Chair Anderson to erect pole and cable, second by Supervisor Sovde. Motion carried

4-0. Chair Anderson asked the Board to pay for printing the cemetery records so there will be a paper copy. There are many documents to print and she will need to purchase the necessary supplies. Motion by Supervisor Sovde to pay up to \$500.00 for printing the records, second by Vice Chair McBride. Motion carried 4-0.

RFA

Vice Chair McBride reported on the last RFA meeting. Long rang plan was discussed. The formula used for figuring out members dues was questioned and it seemed that most are OK with the formula. He was asked to see if we could get a copy of it. Next meeting is May 22nd.

BATO

Supervisor Haugen was unable to attend.

Spring Road Tour Date

Dates were set for May 6th and 7th at 3:00 p.m. at Lakes Market.

Discuss Non-profit Donations

Motion by Chair Anderson to donate the same amounts as were donated in 2024. Second by Vice Chair McBride. Motion carried 4-0. Total amount approved at the Annual Meeting is \$3,550.00. Donation amounts are as follows:

Beltrami County Historical Society	\$200.00
First Call 211	\$100.00
Lake's Area Dive Team	\$250.00
North Country First Responders	\$1,000.00
Bemidji Community Food Shelf	\$1,100.00
Bemidji Senior Center	\$300.00
Support Within Reach	\$200.00
Turtle River Watershed	\$300.00
Minnesota Finlandia	\$100.00
Total	<u>\$3,550.00</u>

Dust Control Requests

Requests from Patricia Corrigan and Rick Steel for Little Turtle Road were reviewed. Motion by Chair Anderson to approve requests, second by Supervisor Sovde. Motion carried 4-0.

Re-organization of Duties

Select town board Chair and Vice Chair.

Motion by Supervisor Haugen nominating Chair Anderson as Board Chair, second by Supervisor Sovde. Motion carried 3-0-1 with Supervisors McBride, Sovde and Haugen voting for, Chair Anderson abstained.

Motion by Supervisor Haugen nominating Supervisor McBride as Vice Chair, second by Supervisor Sovde. Motion carried 3-0-1 with Chair Anderson, and Supervisors Sovde and Haugen voting for, Supervisor McBride abstained.

Adopt schedule of regular board meetings.

The regular board meeting schedule was reaffirmed to be 7:00 p.m. on the 1st Monday of the month unless that day is a holiday, then the meeting will be held on the 2nd Monday. Motion by Chair Anderson to approve schedule of meeting dates, second by Vice Chair McBride. Motion carried 4-0.

Designate official newspaper.

Motion by Chair Anderson to keep the Bemidji Pioneer as the township's official newspaper and to also place notices in the Buy Line. Second by Vice Chair McBride. Motion carried 4-0.

Set compensation for town officers and employees.

Compensation of other townships officers was discussed. It was pointed out that supervisors pay has not changed in many years. It was suggested that the amount be increased to perhaps make it easier to fill vacant positions in the future.

Motion by Supervisor Haugen to increase supervisors pay to \$150.00 per meeting. Second by Chair Anderson. Motion carried 4-0.

Motion to increase the Clerks salary to \$1,500.00 per month plus \$150.00 per meeting made by Chair Anderson. Second by Supervisor Haugen. Motion carried 4-0.

Motion to increase the Treasurers salary to \$400.00 per month plus \$150.00 per meeting made by Chair Anderson. Second by Supervisor Haugen. Motion carried 4-0.

Motion to increase the Road Supervisors pay to \$35.00 per hour plus \$150.00 per meeting made by Chair Anderson. Second by Supervisor Haugen. Motion carried 4-0.

Zoning Administrator's pay and hourly rate for all other Board Members to remain the same as last year's rate.

Delegate supervisor(s) to fulfill duties and positions created by the board.

Motion by Chair Anderson to keep the duties the same as last year, second by Vice Chair McBride. Motion carried 4-0.

Duties were designated as follows:

Road Supervisor - Kelly Booge.

Back up Road Supervisor - Supervisor Sovde.

Cemetery Sexton – Chair Anderson.

Weed Control – Vice Chair McBride.

Rural Fire Association Representative – Vice Chair McBride.

Backup RFA Representative - Supervisor Haugen.

BATO Representative – Supervisor Haugen.

Backup BATO Representative - Supervisor McBride.

Designate Posting Places in Township.

Motion to keep posting places at the Town Hall and Lakes Market made by Chair Anderson, second by Vice Chair McBride. Motion carried 4-0.

Designate a Bank as Town Depository.

Motion to keep First National Bank as the Town Depository made by Chair Anderson, second by Supervisor Haugen. Motion carried 4-0.

Consider potential conflict of interest issues.

Weed Control Supervisor, secondary Road Supervisor and Cemetery Sexton all have current conflict of interest resolutions.

Confirm the town financial reporting has been completed and returned to the state auditor.

Per Clerk Lynn Johnson, this reporting has been completed and submitted.

Identify training opportunities.

None at this time.

Public and Other

Correspondence

Notice from Beltrami County about Lakes Market applying for a CUP.

Adjourn

Motion to adjourn at 9:27 p.m. by Chair Anderson, second by Supervisor Sovde. Motion carried 4-0.

Approval of these Minutes from the May 5, 2025 Regular Township Meeting

Approved  Date 6/2/2025



