

Special Meeting of the Windemere Township Board - March 28, 2020

The meeting was called to order at 9:00 AM by Chairman, John Wesely. Others present were Supervisors Heidi Kroening and Dennis Genereau, Treasurer Ron Mossberg, and Clerk Scott Danelski.

Also present via the Zoom virtual meeting app were Paul Horgen, John Menke, Vern Anderson II, and four Unknown Attendees on iPhones.

MINNESOTA EMERGENCY EXECUTIVE ORDER 20-20 (Directing Minnesotans to Stay at Home) :

Minnesota Emergency Executive Order 20-20 was discussed. Beginning on Friday, March 27, 2020 at 11:59 pm through Friday, April 10, 2020 at 5:00 pm, all persons currently living within the State of Minnesota are ordered to stay at home or in their place of residence except to engage in the Designated Activities or Critical Sector Work.

FUTURE WINDEMERE TOWNSHIP PUBLIC MEETINGS :

Where and how Windemere township will hold future public meetings during the Minnesota Emergency Executive Order 20-20 were discussed. Township officials will continue to hold public meetings at the Windemere town hall and residents will be allowed to attend via the virtual meeting app Zoom. All voting by the Windemere Township Board Supervisors will be conducted utilizing a roll call vote.

ZOOM VIRTUAL MEETING OVERVIEW :

The virtual meeting app Zoom was discussed. Posting notices on how to access today's special meeting were posted onto the township website and the township bulletin board. Additional posting notices will be made for all future Windemere township public Zoom meetings which will provide detailed instructions for residents to be able to access/attend the township's virtual meetings. The virtual Zoom meetings can be accessed via phone, tablet, or desktop computer. Windemere's Zoom meetings will be password protected. Features of the virtual Zoom meetings will be screen-sharing, muting, un-muting, and the raising of hands. A new virtual public meeting decorum policy will be drafted by Supervisor Kroening for future Windemere township virtual meetings. The Board encourages residents to utilize the township website to ask their questions prior to the public meetings, but also encourages virtual meeting attendees to ask questions during the meeting when agenda items are on-topic.

Motion by Wesely, seconded by Kroening to appoint Windemere Board Supervisor Dennis Genereau as the supervisor in charge of the township's virtual meeting technology working with Treasurer Ron Mossberg and Clerk Scott Danelski. Genereau will have the authority to make decisions regarding future virtual meetings and can approve the spending of up to \$1500.00 to enhance/improve Windemere Township's virtual meeting technology. Roll Call Vote Taken. Wesely – Aye, Kroening – Aye, Genereau – Aye. Motion passed 3 – 0.

WINDEMERE TOWNSHIP OPERATIONS DURING THE COVID-19 PANDEMIC :

Windemere township's operations during the COVID-19 pandemic were discussed. The township understands that the COVID-19 virus is causing uncertainty and concern throughout the region and our township. Protecting the personal health and safety of township employees, officials, and township residents is of utmost priority to the township. The Windemere Board strongly encourages everyone to follow the appropriate CDC guidelines and suggestions from the Minnesota Department of Health. When employees and officials are conducting township work throughout the community, they should maintain the six-foot social distancing guideline and individuals who feel they may have come in contact with someone who is showing symptoms of the COVID-19 virus may remove themselves from the area immediately. The township will continue to monitor information regarding COVID-19 virus and continue to make updates to the township employees and the community as the situation evolves.

Motion by Wesely, seconded by Genereau deeming Windemere Township Road Maintenance Workers, Mike Buetow, Dave Ketchum, and Kole Milczark as Critical Sector Workers for Windemere township for the purpose of the Minnesota Emergency Executive Order 20-20 (Shelter In Place). Roll Call Vote Taken. Wesely – Aye, Kroening – Aye, Genereau – Aye. Motion passed 3 – 0. A letter will be sent out to the Windemere Road Maintenance Workers approving them as Critical Sector Workers to keep on their person when traveling to and from work.

Motion by Genereau, seconded by Wesely deeming Windemere Township Officers, John Wesely, Heidi Kroening, Dennis Genereau, Scott Danelski, and Ron Mossberg as Critical Sector Workers for Windemere township for the purpose of the Minnesota Emergency Executive Order 20-20 (Shelter In Place). Roll Call Vote Taken. Wesely – Aye, Kroening – Aye, Genereau – Aye. Motion passed 3 – 0. A letter will be sent out to the Windemere Township Officers approving them as Critical Sector Workers to keep on their person when traveling to and from work.

Motion by Wesely, seconded by Kroening deeming Windemere Township Zoning Administrators, Phill White and Ryan Clark as Critical Sector Workers for Windemere township for the purpose of the Minnesota Emergency Executive Order 20-20 (Shelter In Place). Roll Call Vote Taken. Wesely – Aye, Kroening – Aye, Genereau – Aye. Motion passed 3 – 0. A letter will be sent out to the Windemere Township Zoning Administrators approving them as Critical Sector Workers to keep on their person when traveling to and from work.

WINDEMERE TOWNSHIP REGULAR MONTHLY MEETING PROCEDURES :

The Windemere Township regular monthly Board meeting procedures was discussed. The Board will continue to hold meetings in-person at the town hall and maintain the six-foot social distancing, and residents will be able to attend the public meetings via the virtual meeting app Zoom. A roll call vote procedure will be in place for all Board of Supervisor voting. Monthly claims will be processed in the same manor as they are currently processed. Public input during the Zoom meetings was discussed and a virtual meeting decorum policy will be put in place as to keep the meetings flowing smoothly while still allowing virtual meeting attendees the opportunity for public comment.

BOARD OF SUPERVISORS OTHER :

The posting for the Windemere Township Zoning Administrator position was discussed. Supervisor Kroening to work with the clerk to create the posting for the position and get the position posted.

The Harmony Lane Improvement Project (TP 19-01) was discussed. The vendor, Kiminski Paving, Inc, stated they will honor their bid until August 1st, 2020 and the topic will be on the agenda for the April 2020 Windemere township regular monthly Board meeting.

QUERRY VIRTUAL MEETING ATTENDEES FOR FEEDBACK ON MEETING :

The township asked for feedback from attendees of the township's first virtual Zoom meeting and asked if they have any recommendations or suggestions for the Board moving forward with their virtual Zoom meetings. Attendees stated they liked the format and are hopeful the township can fix the band-width issue that caused the meeting to drop out a couple of times for a short period. They also made comments that officials need to speak directly into their microphones as it was hard to hear some of the comments at times.

Motion made by Wesely, seconded by Genereau to adjourn the meeting at 10:16 AM. Call Vote Taken. Wesely – Aye, Kroening – Aye, Genereau – Aye. Motion passed 3 – 0.

RESPECTFULLY SUBMITTED :

APPROVED :

Clerk, Scott Danelski

Chairman, John Wesely