Approved Minutes

CROOKED LAKE TOWN BOARD MONTHLY MEETING MINUTES –December 11, 2025

The meeting was called to order at 6:02PM and The Pledge of Allegiance was given.

Members present: David Thompson, Jim Thielen, Brian Palkovich, Tim Donnay, Jerry Shields, LeAnn Werner, and Terri Julkowski

Citizens present: Troy Keeler, Kristi Keeler, Glen Goodwin, Vicki Lipstreuer, Gary Langer, Eric Evenson, Angela Evenson, Mary Andresen

Note: Meeting is being recorded and retained by the Clerk for preparation of minutes and will be deleted. Note: The Treasurer, CLVFD, OQR, OVL, Lakes N Shores and Road Reports are on the agenda and are reviewed during meeting.

MOTION PALKOVICH, 2ND SHIELDS TO ACCEPT 11/13/25 BOARD MINUTES. ALL IN FAVOR. MOTION CARRIED.

Treasurer Report: November 2025: beginning balance $682,448.73 + receipts $94,536.60 - disbursements $67,715.27 (outstanding checks $13,668.75) = ending balance $722,938.81 (balances to bank). We got the 2nd Levy deposit on Dec 3rd. $245,641.01. General fund $106,317.77, Roads and Bridges $91,498.13, and Fire $47,825.11, this deposit also shows some back taxes, included in the amount, and will show on the cash control for December. I will have copies for the board of the current-to-date cash control just for reference. Shields CLFD check #21946 for $387.49 and Murray OQR check#21958 for $549.10 were damaged and need to be voided and new checks printed.

CLVFD Report: Incidents: fire/accident 1, medical 10. Equipment: working on ordering bunker gear per the grant approval through Sourcewell, Great Plains Fire will be coming back to address the additional issues with 631 (foam not working) and 632 needs a couple of valves rebuilt including the drafting valve, 633 will be taken into Riecharts in Brainerd via the maintenance personnel to get clutch fixed. Training: propane tank burn simulator.

OQR Report: medical calls: 12, which brings total calls to 96 for OQR year.

CLVL Report: Mary Andresen mentioned 250th birthday of USA and mentioned possible celebration?

Lakes N Shores report: Nothing to report this month from Gary.

Road and Equipment Report: Started the month checking roads for downed trees and branches. Replaced the pickup tires with the grant money from the Sourcewell. Started blading the roads with a good crown, shaping the roads for winter maintenance operations. Continued mowing the road ditches. Cleaned culverts. Rearranged cold storage, serviced Massey tractor. Cut trees on Brookside. Picked up new Vee Pick Plow purchased with grant money from Sourcewell. Ball field was open every weekend for brush drop off, now is closed for the winter season. Pushed up brush at ball field in preparation to burn this winter. Did mower work for Thunder Lake Township. Bladed county road 58. Set up dump truck and grader for snow plowing. Had plowed our first snowstorm, everything went well.

Thompson received advice from several sources as to what would disqualify an applicant to CLFD or OQR. Mentioned no license, felony, conviction of theft, assault, falsifying documents, illegal drug use, multiple DUI. Board agreed to these disqualifications. Thompson and Thielen to bring language for Employee Policy Manual and CLFD/OQR SOP's.

Thompson looked into Strand's request of eliminating the access through his property for Thompson Rd. It is a necessary access for residents to their property and would need DNR wetland credits to "create" a different path for the road and that is not feasible. It has had maintenance done to it. Township will order and place signs on Thompson Road. Signs will state that Thompson Road is a minimum Maintenance Road. MOTION PALKOVICH, 2ND SHIELDS TO HAVE A LETTER DRAFTED TO STRAND ATTORNEY WITH CLT RESPONSE TO THOMPSON ROAD CONCERN. ALL IN FAVOR. MOTION CARRIED.

January 8, 2026 - Town Board Reorganizational Meeting 6 PM, Board should be prepared to look at Employee wages and benefits. Discussion as to Paid Leave Premium for all hourly employees which is set to start January 2026 and has costs involved, some of which may be passed on to employees. NOTE MTG. CHANGE: WEDNESDAY FEBRUARY 11, 2026 - Town Board Meeting and Board of Audit 6 PM.

Supervisor Reports: **PALKOVICH**-been preparing CLT website for transition to .gov **SHIELDS**-exterior of townhall has been stained, interior should be completed within the month.

Citizen Report: Citizen mentioned needing to call 911 for a fall and complimented OQR for quick response and excellent care.

Palkovich handed out 2025 actual receipts/disbursements through Nov. and explained how some transfers are treated in the accounting program and how close CLT was to budget. Board will look at actual numbers and should have proposed 2026 budget by January meeting.

MOTION THOMPSON, 2ND SHIELDS TO AUTHORIZE OLDS LIFT & DOCK CLAIM #20125 ADDED AFTER MEETING FOR $1,190.00 CHECK #21936. DECEMBER 2025: CLFD 2ND HALF PAYROLL CHECK #21937-21953 TOTAL $11,943.57, OQR ANNUAL PAYROLL CHECK #21954-21967 TOTAL $13,428.08, REGULAR PAYROLL CHECK #21968-21978 TOTAL $9,685.40, CLAIMS #20126-20142 CHECK #21979-21995 TOTAL $67,043.60, ALONG WITH #21996-21997 REISSUED TO SHIELDS/MURRAY, ACH542 MONTHLY IRS DEPOSIT $6,789.46, ACH543 MONTHLY PERA DEPOSIT $1,512.19, ACH544 MONTHLY MN DEPT OF REVENUE DEPOSIT $378.34, ACH545 MONTHLY VISA PAYMENT $2,193.82. ALL IN FAVOR. MOTION CARRIED.

MOTION THOMPSON, 2ND DONNAY TO ADJOURN AT 7:52PM. ALL IN FAVOR. MOTION CARRIED.

1-8-26 1-8-26

Chairman Date Clerk Date