

LeSauk Township Regular Township Meeting – LeSauk Town Hall
Tuesday, January 13, 2026

The regular township meeting of the LeSauk Township Board of Supervisors was called to order by Chairman Dan Heim at 6:00 p.m. in the LeSauk Town Hall.

PRESENT: Supervisors Dan Heim, Jeff Westerlund and Paul Wagner, Clerk Marlyce Plante, Treasurer Josh Bentley and 3 interested parties.

AGENDA: SUPV HEIM MOTIONED TO APPROVE THE AGENDA AS AMENDED ADDING BRIAN DONNAY TO BUSINESS FROM THE FLOOR AND CHUCK HASELKAMP AT 7:15, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

OPEN FORUM: No open forum items.

BUSINESS FROM THE FLOOR:

David Barsody, Township Building Inspector: Building Inspector David Barsody was asked to attend the meeting to discuss his contract for 2026. Mr. Barsody stated he is using the 1994 Universal Building Code (UBC) to determine building permit fees which is also used by most surrounding jurisdictions. He said he can do a cost comparison between the 1994 & 1997 Universal Building Codes throughout 2026 and discuss it with the board in 2027 should the town board choose to adopt the 1997 UBC. SUPV HEIM MOTIONED TO ENTER INTO AN AGREEMENT WITH DAVID BARSODY, INSPECTION SERVICES FOR 2026, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

Brian Donnay, 422 19th Ave No – Accessory Building – Mr. Donnay provided a site plan for the construction of an approximately 3500 square foot accessory building that will replace the present 26 X 40 accessory building located in the side yard. The property is located in the U-1 zoning district. Supv Heim contacted Kari Haakonsen, city of Sartell Planning Director to discuss Mr. Donnay's site plan and whether he would need to apply for a variance for placement of the building in the side yard. Ms. Haakonsen stated she was okay with allowing the construction without a variance. SUPV HEIM MOTIONED TO RECOMMEND APPROVAL OF THE SITE PLAN PRESENTED BY BRIAN DONNAY TO CONSTRUCT A NEW ACCESSORY BUILDING IN PLACE OF THE OLD ACCESSORY BUILDING AT 422 19TH AVE. NORTH, SECOND BY SUPV WAGNER, MOTION CARRIED 3-0. Supv Heim reminded Mr. Donnay the building must be sided of like kind and color to match the current home. Site plan final approval will be placed on the January 27th Joint Planning Board meeting agenda.

MINUTES:

SUPV WAGNER MOTIONED TO APPROVE THE MINUTES OF THE DECEMBER 16, 2025 REGULAR TOWNSHIP MEETING AS AMENDED, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

SUPV WESTERLUND MOTIONED TO APPROVE THE MINUTES OF THE JANUARY 5, 2026 REORGANIZATION-QUALIFICATIONS MEETING, SECOND BY SUPV HEIM, MOTION CARRIED 3-0.

ATTORNEY REPORT: Supv Heim reported that Atty Gilchrist is drafting parking regulations to be included in the township ordinances. He is also continuing work on the St. Cloud Orderly Annexation Agreement. Atty Gilchrist has sent the town code violations to the Stearns County attorney's office.

BUILDING INSPECTOR REPORT: Mr. Barsody was present earlier to discuss his 2026 contract.

DECEMBER TREASURER'S REPORT: Treasurer Bentley reviewed the December Treasurer's report with town board members. We received the final 2025 real estate settlement for \$151,416.90. Ending cash balance in all accounts was \$531,434.62 plus \$424,237.56 balance in Investment accounts. Total ending balance is \$955,672.18. Expenses in December were just of \$178,000 which included the large payment for right of way acquisitions for the town line road project. Comparing ending balances in 2024 to 2025, the townships ending balance decreased by roughly \$75,000, which is to be expected with the expenses of town line road reconstruction.

SUPV HEIM MOTIONED TO APPROVE AND ACCEPT THE DECEMBER 2025 TREASURERS REPORT AS PRESENTED, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

Treasurer Bentley requested approval to move \$25,000 from the general fund to the fire fund in order to pay the first installment of the fire contract that is due in January. SUPV HEIM MOTIONED TO APPROVE THE TRANSFER OF \$25,000 FROM THE GENERAL FUND TO THE FIRE FUND, SECOND BY SUPV WAGNER, MOTION CARRIED 3-0.

CLAIMS & VOUCHERS: Treasurer Bentley presented the invoices & claims totaling \$88,296.72. Expenditures in December included the Town Hall loan payment of \$52,049.00 & ASTECH snow & ice removal for \$26,998.75 plus monthly expenses and salaries. Treasurer Bentley also discussed the update that was made to the CTAS program allowing the consolidating of salaries & expenses for town board members on one check. SUPV HEIM MOTIONED TO PAY ALL VOUCHERS IN THE AMOUNT OF \$88,296.72 (CHECK #14618 THRU 14631 PLUS EFT'S 334, 335 & 336), SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

Chuck Haselkamp – American Legion Rental Contract – Mr. Haselkamp came before the town board to inquire whether the American Legion can use the town hall for their monthly meetings held on the 3rd Thursday of each month. The American Legion currently rents space in the town hall basement for storage. Atty Gilchrist has drafted a new 2026 rental agreement for the storage area and the use of the meeting room. SUPV WESTERLUND MOTIONED TO APPROVE AN AGREEMENT WITH THE AMERICAN LEGION FOR 2026 TO RENT THE STORAGE AREA IN THE TOWN HALL BASEMENT FOR \$50 PER MONTH AND USE OF THE MEETING ROOM AT NO CHARGE ON THE THIRD THURSDAY OF EACH MONTH, SECOND BY SUPV HEIM, MOTION CARRIED 3-0.

The door between the kitchen area and meeting room will be unlocked the Thursday they meet and when the American Legion's meeting is done, they will be responsible to lock the door when exiting the building through the kitchen.

SUPERVISORS REPORTS

Jeff Westerlund –

Snowplowing at Town Hall – Supv Westerlund reported he came on January 1st to plow the parking lot and shovel the side walk at the town hall.

Area Planning Organization (APO) Meeting – Supv Westerlund attended the recent APO meeting. Jake Anderson, mayor of St. Cloud, discussed possible funding from congressional direct spending for 322nd Street reconstruction.

January 27th Meeting – Supv Westerlund informed the board he will not be attendance at the next regular township meeting. Supv Wagner will handle the snowplowing of the town hall parking lot and sidewalk snow removal during that time.

Dan Heim –

Christie Ravenberg, 2591 5th Ave. No. – Mailbox Damage – Ms. Ravenberg emailed the township regarding the damage to her mailbox by the snowplow driver. The email was forwarded to Supv Heim and Doug Welk of ASTECH. The Ravenberg's did a temporary fix of the mailbox but emailed again since they had not been contacted about the damage. Mr. Welk was contacted by Supv Heim and informed him they will be replacing and fixing the mailbox in the spring and he will contact Ms. Ravenberg to let her know.

Troy Felton – Bunde Property - Supv Heim received a call from Troy Felton, realtor for the Bunde property questioning whether horses could be raised on the property. He informed him they would not be allowed since the property is zoned residential.

Blake Burton – Bunde Property – Supv Heim spoke with Mr. Burton at length regarding options for the Bunde property. Mr. Burton is in the process of purchasing the property and had questions regarding rental of the “mother-in-law” suite attached to the home, can an attached garage with a loft above it be added to the house, construction of an accessory building along with the setbacks from County Road 1, the Mississippi river and Sauk River etc. Supv Heim provided him with information and once he decides what he would like to do and has a site plan, the township will then work with him to advance the plan if possible.

MS4 General Permit Pre-Public Notice – Supv Heim reviewed the pre-public notice regarding the MS4 general permit. He was in contact with the MPCA to voice his concerns and questions regarding what policy our snowplow company should proceed in regard to the salt & sanding training procedures. There is discrepancies how often drivers should be trained.

322nd Street – Supv Heim will be attending a Teams meeting with the city of St. Cloud regarding possible funding to reconstruct 322nd Street.

Stantec – Jeremy Mathiasen – Zoning Map – Supv Heim reported he spent quite some time putting together the zoning changes for Mr. Mathiasen due to annexation of the islands in the township and several other zoning changes. He would like to bill 4 hours for his time spent on these changes. It was the consensus of the board to allow Supv Heim to bill 4 hours of pay for this project.

Laura Burns, 1457 6th St. So. – Annexation – Ms. Burns has requested annexation of her parcel to the city of Sartell for future parcel development.

Steven Carlson, 2013 35th St. No. – Accessory Building & Pool Site Plan – Mr. Carlson plans to construct an accessory building & swimming pool some time in April 2026. He questioned whether he needs to wait for site plan approval closer to the date. Supv Heim informed him if the site plan was ready to be presented to the board he could do so. Mr. Carlson's parcel is in the A-20 zoning district, so it will only need the township approval.

Tomczik Swimming Pool Site Plan – Marlin with Sun & Fun Pools contacted Supv Heim regarding the change the Tomczik's would like to make in the placement of their swimming pool. They would like it further from the house and closer to the river. Supv Heim informed him the placement of the pool will depend on the 100-foot-high water mark the engineer which determines how far away the pool can be placed.

Sartell Compost Site Usage – Supv Heim received the notice from Anna Gruber, city of Sartell administrator, informing area townships would be allowed to use the Sartell compost site since they now have a larger capacity area for compost. Site permits for non-residents will be \$84 and city resident permit will be \$37.

Shotgun – Rifle Law Change – Deer Hunting Season – An email was received from Stearns County Township Officers Association by Supv Heim to have all town boards be reminded of the law changed by the MN legislature and effective 1-1-26, that eliminates the shotgun zone in Minnesota and allows all hunters to hunt deer with rifles. The law allows for counties to opt out of the rifles and keep shotguns in their county.

Paul Wagner – Supv Wagner reported his items of concern have been discussed or will be under the new business portion of the meeting.

CLERK REPORT:

Sandpoint Well @ Town Hall – Clerk Plante has been in contact with David Traut regarding the placement of a sand point well for watering the grass at the town hall. Mr. Traut researched the ground testing in the

area and a sand point is not an option. He did suggest extending the parking lot by mitigating the north drainage area which would minimize grass areas to water. Supv Heim had discussed this possibility with David Blommel, township engineer, when purchasing the town hall. Mr. Blommel stated that with changes to laws, the drainage area may need to be increased and suggested not pursuing it. After discussion of the cost of a new water meter, plumbing permit and labor to put the meter in, it was the consensus of the town board to monitor the watering during 2026 and resetting how often the grass is watered etc. If necessary, revisit the option of a separate water meter for lawn sprinkling.

Web Wizard Website Estimate – Clerk Plante forwarded the estimate of \$2159.00 to redesign the townships website: \$1900 for design the site, \$199 annual web hosting fee. \$60 installation fee and a \$21.99 per year domain fee. Treasurer Bentley, who is familiar with redesign of websites, stated it is a fair price. Web Wizard designed Watab Township’s website which both Treasurer Bentley, Supv Heim and Clerk Plante viewed. SUPV HEIM MOTIONED TO ENTER INTO THE CONTRACT WITH WEBWIZARD TO REDESIGN THE TOWNSHIPS WEBSITE, SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

Shady Oaks Manufactured Home Park Issue – Clerk Plante was contacted by Lesa Roy, owner of Lot 2 in Shady Oaks where her brother, Todd Alexander lives. Ms. Roy has been trying to work with Charlie Bradley, owner of the park, and Matt Magney, manager of the park for the last 2-3 months to get the 220 electrical box fixed for his home. He has not been able to use his stove or dryer and other appliances that require the 220 current. Xcel Energy came out and informed Ms. Roy the box for his unit was broken and it was the responsibility of the owner to fix it. Ms. Roy filed a complaint with the Attorney General’s office who told her to get in touch with local authorities. Clerk Plante contacted both Mr. Bradley and Mr. Magney regarding this. Mr. Magney finally got an electrician who found a 220 box to replace the broken one on Monday, January 12th. Unfortunately, Mr. Alexander was found deceased in his mobile home on Saturday, January 10th.

Maleska Certificates of Compliances – Clerk Plante received the revised legal descriptions from Sam DeLeo, surveyor for KDL Land Surveyors. She completed the certificates of compliance and sent them to Tim Nelson, Home Town Title Co., the Maleska’s are working with.

Winnebago Road & 27th Street Parking – Clerk Plante received a text from Supv Wagner regarding complaints of parked vehicles on Winnebago Road which did not allow complete snowplowing of the road. She contacted Doug Welk of ASTECH who checked with the snowplow driver and the parked vehicles. Mr. Welk suggested the sheriff’s office be called to have the vehicles removed before the next snow fall. She contacted the sheriff’s office who came out and spoke with Aaron Zander, 271 27th Street where the vehicles were parked. Deputy Aaron Wells contacted her for the current township parking regulations which the township does not have. Deputy Wells suggested the township establish regulations. Having these parking regulations would allow their department to issue citations for instances such as this.

Mailbox at Post Office – Clerk Plante questioned whether we are going to continue with having a P.O. Box for township mail since she was going to order new postage paid township envelopes with a return address on them. It was the consensus of the town board to retain the P.O. box and have the envelopes printed with the P.O. Box 212 address.

Blake Burton, Bunde Property Questions – Clerk Plante received calls from Mr. Burton who would like to purchase the Bunde property. She referred him to both Supv Heim and Building Inspector David Barsody. Supv Heim reported on his questions earlier in the meeting.

Township Day at the Capitol – Clerk Plante reported that Township Day at the Capitol will be held on March 2nd this year.

Tri-County Humane Society – Clerk Plante has signed and returned the 2026 contract.

Annual Meeting Mailing to Residents – Clerk Plante discussed the information they would like included in the annual meeting mailing. Items would include the 2026 newsletter, Township Clean-up Day, MS4 requirements etc. She will reach out to Wayne Cymbulak for pertinent information regarding the Minnesota Stormwater requirements.

Tactical Pipeline Response Training – Clerk Plante received information regarding training sessions that will be held throughout the state to train township officers on the correct response if a pipeline in their area

should break. Supv Heim will look over the information.

Shotgun – Rifle Law Change – Reported on earlier in the meeting by Supv Heim.

Joe Theis, Little Falls Township – Mr. Theis contacted Clerk Plante to gather information on payroll amounts for clerks & treasurers, per hour wage and meeting per diems.

OLD BUSINESS:

Thomas Property – No further information.

Sullivan Yard Clean-Up – This will remain under old business and reviewed in the spring. Since the township has passed an ordinance regarding tall/long grass, this could be sent to this property owner.

Website Redesign – Reported in Clerk Plantes report.

Fee Schedule – No further information at this time.

Townline Road Update – Supv Heim had nothing new to report but will contact members of the committee soon to discuss progress on the project.

Township Lawn Weed & Feed Bids – This will be discussed further in the Spring of 2026.

Tree Trimming – No further information at this time.

LRIP (Local Road Improvement Program) – Supv Heim has sent in the application for possible funding for 17th Street North in early December. No answer is expected until possibly March 2026.

Parking Regulations – Supv Heim has contacted Atty Gilchrist requesting him to draft parking regulations for the township ordinances.

17th Street North (Pinecone Rd) Maintenance Agreement – Supv Heim contacted Atty Gilchrist to revise the road maintenance agreement for 17th Street North (Pinecone Rd) to include a 2nd & 3rd solar gardens being planned for the area. In total, there will be 3 solar sites.

NEW BUSINESS:

Stop Sign & Stop Ahead Sign – Supv Wagner discussed the stop and stop ahead signs on 35th Street. Clerk Plante received estimates for placement of LED lights around the stop sign which were \$2168 from ID Sign Solutions (with installation) and \$1000 from M-R Sign Company (no installation). Tyler with M-R Signs also suggested as a cheaper possibility, reflective material placed on the pole length of each sign at approximately \$40 each.

SUPV HEIM MOTIONED TO PURCHASE THE BRIGHTSIDE BSF REFLECTIVE POLE ATTACHMENT AT APPROXIMATELY \$40 EACH; RED REFLECTIVE FOR THE STOP SIGN AND YELLOW FOR THE STOP AHEAD SIGN, SECOND BY SUPV WAGNER, MOTION CARRIED 3-0.

Audit Meeting Date – SUPV HEIM MOTIONED TO CONDUCT THE ANNUAL AUDIT MEETING ON TUESDAY, FEBRUARY 17TH BEGINNING AT 6:00 P.M., SECOND BY SUPV WESTERLUND, MOTION CARRIED 3-0.

There being no further business, SUPV WESTERLUND MOTIONED TO ADJOURN, SECOND BY SUPV WAGNER, MOTION CARRIED 3-0.

Respectfully submitted,



Marlyce L. Plante,
LeSauk Township Clerk