LINWOOD TOWNSHIP

ANOKA COUNTY
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Town Board Meeting Minutes
January 13, 2026

Meeting called to order at 6:31 pm by Billi Larson, Clerk
Pledge to the Flag was recited.
Roll Call

Members present:	Samuel Cole, Lisa Henrickson, Andy Luedtke, Jonn Olson
Members absent:	Bob Millerbernd
Staff present:	Billi Larson, Clerk; Alicia Morris, Treasurer
Staff absent:	None
Attorney present:	Mark Allseits
Residents present:	Kenneth Kokel, Chris Nastrom, Ed Kramer, Brian Langlois, Two additional residents that did not sign in.

Reorganizational meeting – Clerk/Chair
4.1 Board Assignments
4.2 Committee Assignments
4.3 Presentation – Olson
4.4 Isanti-Chisago County Star Bids
4.5 Forest Lake Times Invoices

Clerk Larson called for nominations for Town Board Chair. Supervisor Henrickson nominated Jonn Olson. Supervisor Olson accepted the nomination. Hearing no other nominations, Clerk Larson called for a vote. Supervisor Olson won the vote (4-0).
Clerk Larson turned the meeting over to Supervisor Olson.

Supervisor Henrickson nominated Andy Luedtke for Vice Chair. Supervisor Luedtke accepted the nomination. Supervisor Luedtke won the vote for Vice Chair (4-0).

Section 1 Action:	**Approved for 2026**
Town Board Chair	Jonn Olson
Town Board Vice-Chair	Andrew Luedtke
Town Board regular meetings	2nd & 4th Tuesday
Official newspaper	Forest Lake Times
Official Township posting places	Town Hall
Designate a bank as Town depository	First State Bank of Wyoming
Designated officials to sign checks (3 signatures required)	Jonn Olson, Andy Luedtke, Clerk, Treasurer
Mileage reimbursement rate	Current Federal Rate Per Mile
WH Security contact list	Jonn Olson, Andy Luedtke, Sam Cole
Credit card users	Township, Chief Ballman, Sarah Raymond, Jack Sawatzky
Menards purchasers	Staff to use as needed
Kwik Trip card user (FD use only)	Chief Ballman
Data Practice Responsible Authority	Town Clerk
Data Practice Compliance Official	Couri & Ruppe, LLC
Motion: Supervisor Henrickson moved to approve Section 1. Supervisor Luedtke seconded. Motion carried. (4-0)	
Section 2: Township Services:	
Animal Control	Tabled until 01/27/26
Attorney	Couri & Ruppe, LLC
Auditor	Tabled until 01/27/2026
Building Official	Rum River Construction Consultants
Engineer	Hakanson Anderson Engineering
Health Authority	Dr. Nik Vuljaj
Road Foreman	Craig Rylander
Weed inspector	Jack Sawatzky
Motion: Supervisor Cole moved to approve Section 2. Supervisor Henrickson seconded. Motion carried. (4-0)	
Section 3: Committee & Department Liaisons:	
Building Maintenance/Workplace Safety	Andy Luedtke
Cemetery	Lisa Henrickson
Family Fun Day	Remove
Fire Department	Lisa Henrickson
Human Resources	Abdo
I.T. (Information Technology)	Jonn Olson, Sam Cole
Media, Newsletter and Website	Andy Luedtke, Sam Cole
Office Staff	Andy Luedtke, Jonn Olson
Park & Recreation Commission	Lisa Henrickson, Sam Cole
Planning & Zoning Commission/Enforcements	Andy Luedtke
Police	Lisa Henrickson
Public Works/Maintenance/R&B	Jonn Olson, Sam Cole

Recycling	Lisa Henrickson, Andy Luedtke
Security	Andy Luedtke, Jonn Olson
Senior Center/Transportation	Andrew Luedtke
School Forest Committee	Lisa Henrickson, Sam Cole
Sunrise River Watershed Management Org.	Jonn Olson

***Motion* by Supervisor Cole to task Abdo Solutions with HR functions. Seconded by Lisa Henrickson. Motion carried. (4-0)**
Motion by Supervisor Luedtke to approve Section 3. Supervisor Cole seconded. Motion carried. (4-0)

Supervisor Olson presented a workflow proposal for committees and departments.

PUBLIC FORUM
None.

CONSIDERATION AND APPROVAL OF AGENDA
Changes and additions:

- Add 9.7 Resignation of Supervisor Millerbernd and 9.7.1 Resolution 2026-01 regarding acceptance of Millerbernd resignation.

***Motion* by Supervisor Cole, seconded by Supervisor Henrickson to approve the agenda as amended. All ayes, motion carried. (4-0)**

CONSIDERATION AND APPROVAL OF CONSENT AGENDA
8.1 Approval of December 23, 2025, Meeting Minutes
8.2 Claims List for Approval #39277 - #39303 = $104,786.94
8.3 Payroll for Approval (12/5) = $10,768.21
8.4 Resolution 2025-11 (Error Correction)
8.5 Cemetery Request
8.6 Salt and Sand Order Notification
***Motion* by Supervisor Olson, seconded by Supervisor Henrickson to approve the Consent Agenda as amended. All ayes, motion carried. (4-0)**

NEW BUSINESS
9.1 No Parking Signs on East Typo Drive NE Hammer Head – Olson
9.1.1 Request For Action
Attorney Mark Allseits provided an ordinance summary to be published in the Forest Lake Times making Ordinance 2026-01 official.
***Motion* by Supervisor Olson, seconded by Supervisor Henrickson to approve Ordinance 2026-01 to post No Parking signs on Typo Creek Drive near the hammerhead. Motion carried. (4-0)**

9.2 Selection for Maturing Certificate of Deposit – Morris
9.2.1 Request For Action
9.2.2 Certificate of Deposit Maturity Notice

***Motion* by Supervisor Luedtke to approve a 6-month renewal of CD 7245-527466 at 3.7%, seconded by Supervisor Henrickson. All ayes, motion carried. (4-0)**

9.3 Dellwood Estates Road Agreement – Olson

9.3.1 Request For Action

***Motion* by Supervisor Olson, seconded by Supervisor Cole to approve the Dellwood Estates Road Agreement. Motion carried. (4-0)**

9.4 Request to Appoint Deputy Clerk – Larson

9.4.1 Request For Action

***Motion* by Supervisor Luedtke, seconded by Supervisor Henrickson to allow Clerk Larson to appoint Julie Dahnke as Deputy Clerk at her current pay rate. Motion carried. (4-0)**

9.5 LBAE Meeting Date Request 2026 – Larson

9.5.1 Request Form

***Motion* by Supervisor Olson, seconded by Supervisor Henrickson to allow Clerk Larson to find two dates for the LBAE and respond back to Anoka County. Motion carried. (4-0)**

9.6 Planning & Zoning Updates – Luedtke/Larson

There was discussion around a variance application that was submitted, and has been withdrawn, whether the application fee and escrow that was accepted could be refunded.

***Motion* by Supervisor Luedtke, seconded by Supervisor Cole to waive the application fee for variance application 25-22VAR. Motion carried. (4-0)**

9.7 Resignation – Millerbernd (ADDED)

9.7.1 Resolution 2026-01

***Motion* by Supervisor Olson, seconded by Supervisor Henrickson to approve Resolution 2026-01 accepting the resignation of Robert Millerbernd as Board Supervisor and declaring a Board Vacancy. Motion carried. (4-0)**

OLD BUSINESS

10.1 Fire Department New Hire – Henrickson

Motion by Supervisor Henrickson to approve the LFD's conditional offer of employment to Brian Walker. Seconded by Supervisor Cole. Motion carried. (3-0-1 Luedtke abstain)

UPCOMING MEETINGS

Planning & Zoning – January 20, 2026 – 6:00PM

PARCs – January 26, 2026 – 6:00PM
Town Board Workshop – January 27, 2026 – 5:30PM
Local Government Officials Meeting – January 28, 2026 – 6:00PM
Monthly Town Board Workshop – Road & Bridge Committee – February 3, 2026 – 5:30PM

Next regular Town Board Meeting will be on Tuesday, January 27, 2026 at 6:30pm.

Motion to adjourn by Supervisor Henrickson, second by Supervisor Luedtke. Motion carried. (4-0)

Meeting adjourned at 8:04 pm

Respectfully submitted by Billi Larson, Clerk

Minutes Approved:

Chairperson: _____
Jonn Olson