LINWOOD TOWNSHIP

ANOKA COUNTY
22817 Typo Creek Drive N.E.
Stacy, Minnesota 55079
(651) 462-2812 • Fax (651) 462-0500
Email: info@linwoodtownship.org
Website: http://linwoodtownshipmn.gov

AGENDA
Town Board Meeting
Tuesday, April 28, 2026 - 6:30pm
Town Hall Chambers

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC FORUM

This is an opportunity for residents to present items to the Board that are not on the agenda. Each presentation is limited to three (3) minutes, and a maximum of fifteen minutes is set aside. If your item needs follow-up from the Township, Staff will arrange for that.

5. CONSIDERATION AND APPROVAL OF AGENDA

6. CONSIDERATION AND APPROVAL OF CONSENT AGENDA

6.1 Approval of February 10, 2026 Town Board Workshop Minutes
6.2 Approval of April 14, 2026 Town Board Meeting Minutes
6.3 Approval of May 27, 2025 Town Board Meeting Minutes
6.4 Approval of May 28, 2025 Town Board Special Meeting Minutes
6.5 Claims List for Approval - $115,961.77
6.6 Payroll for Approval - $11,809.93
6.7 Anoka County Hazard Mitigation Plan – RFA for Resolution 2026-03

7. NEW BUSINESS

7.1 Fawn Lake Market – Mary Welty
7.2 Request for Quotes – Jonn Olson
7.2.1 Grading
7.2.2 Street Sweeping
7.2.3 Weed Control
7.2.4 Mowing

7.3 RFA - Selection for Maturing Certificate of Deposit – Alicia Morris

8. OLD BUSINESS

8.1 Cemetery

8.1.1 Road Project – Craig Rylander

8.2 Poll Pad Agreement Termination – Mark Allseits

8.3 Poll Pad Discussion – Lisa Henrickson

8.4 Employee wage increase – Dan Lametti/Sam Cole

8.4.1 RFA -- Dan Lametti

9. UPCOMING MEETINGS

9.1 Town Board Monthly Workshop – May 5, 2026 at 5:30PM

9.2 PARCs – May 18, 2026 at 6:00PM

9.3 Planning & Zoning – May 19, 2026 at 6:00PM

9.4 Cemetery Committee – May 13, 2026 at 10:00AM

9.5 School Forest – May 4, 2026 at 5:00PM

9.6 Town Board Workshop – May 12, 2026 at 5:30PM

The next Regular Town Board Meeting is scheduled for May 12, 2026 at 6:30PM

10. ADJOURNMENT

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Town Board Workshop Minutes
February 10, 2026

CALL TO ORDER: Meeting called to order at 5:31 pm by Supervisor Olson

ROLL CALL:

Members present:	Samuel Cole, Andy Luedtke, Jonn Olson
	Lisa Henrickson - Absent
Staff present:	Billi Larson, Clerk; Alicia Morris, Treasurer
Residents present:	Ed Kramer

ANNUAL MEETING DISCUSSION

The Board of Supervisors discussed the planning of the Annual Meeting on March 10, 2026. They diagramed a draft agenda for the meeting and discussed the roles of staff participating in the meeting. They discussed invitining the Anoka County Sheriff's Office, County Commissioner Reinert and Rum River Consultants.

Motion by Supervisor Luedtke, seconded by Supervisor Cole to recess the workshop until after the regular Board Meeting. Motion carried. (3-0) Workshop recessed at 6:22 PM.

TOWNSHIP JOB DESCRIPTIONS

There was a brief discussion regarding the proposed job descriptions provided by Couri & Ruppe. It was requested that staff provided input.

Motion to adjourn by Supervisor Luedtke, second by Supervisor Cole. Motion carried. (3-0)

Workshop adjourned at 6:22 pm.

Respectfully submitted by Billi Larson, Clerk

Chairperson: _____
Jonn Olson

draft

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Town Board Meeting
Meeting Minutes
April 14, 2026

Meeting called to order at 6:30 pm by Jonn Olson, Chair
Pledge to the Flag
Roll Call

Commission members present: Samuel Cole, Lisa Henrickson, Andy Luedtke, Jonn Olson, Dan Lametti

Staff present: Alicia Morris, Treasurer; Julie Dahnke, Office Assistant

Attorney present: Mark Allseits

Residents present: Tony D., Al Hurtley, Bri Seekon, Andrew Johnson, Theresa Johnson, Brian Johnson, Wayne Harris, Craig Rylander, Hank Sanger, Derek Lind, Steve Kramer

PUBLIC FORUM

- Tony D, Typo Creek. Thanks to Michael Beebe and Austin Selle for their service to Linwood Township and the Fire Department.
- Al Hurtley, 229th Ave NE. The School Forest committee has designated May 2, 2026 as Volunteer Day in the Forest.
- Bri Seekon, 225th Ave NE. Advised the township that 227th and Martin Lake Drive have many potholes that are severe enough to damage vehicles and tires. Supervisor Olson stated they have plans to fix the potholes but because the asphalt plants are not open yet, they aren't able to do hot patching, so the repairs will be temporary.
- Andrew Johnson, 231 Lane NE. Expressed his concern and frustration with having to secure and pay for multiple variance applications to build a 30x40 pole building. This occurred in the 2023-2024 time frame. Attorney Allseits clarified the reasons for multiple variance applications.
- Wayne Harris, 207th Ave NE. Also expressed his concern about potholes in the township.

CONSIDERATION AND APPROVAL OF AGENDA

Add:

- Cemetery driveway
- Closed session
- Metro Mosquito Control reimbursement application
- Recycling Center tire policy

***Motion* by Lisa Henrickson seconded by Dan Lametti to approve the agenda with the above noted additions. All ayes, motion carried.** (5-0)

CONSIDERATION AND APPROVAL OF CONSENT AGENDA

Approval of March 3, 2026, Board of Audit Meeting Minutes
Approval of March 9, 2026, Town Board Special Meeting Minutes
Approval of March 24, 2026, Town Board Meeting Minutes
Approval of April 7, 2026, Town Board Workshop Minutes
Approval for the resignation of Michael Beebe, Fire Dept.
Approval for the resignation of Austin Selle, Fire Dept.
Claims List for Approval 39405 – 39432 $76,462.50
Payroll for Approval –
03/22/2026 – 04/04/2026 $27,884.65
2025 Partial Committee Payroll $4,634.71
Linwood Pledge Calculation 3-31-26
RFA – Recycling Mulching Chipping – Andy Luedtke
RFA – Animal Control for Linwood Township – Andy Luedtke

***Motion* by Lisa Henrickson to approve the Consent Agenda, seconded by Sam Cole. Supervisors Cole, Henrickson, Olson, and Lametti voted aye. The motion carried with one abstention.** (4-0-1)

The township would like to recognize two firemen who have voluntarily resigned from the Linwood Township Fire Department, Michael Beebe and Austin Selle. Many thanks for your service to the township and Linwood Fire Department.

NEW BUSINESS

Employee Wage Increase – Jonn Olson

- For various reasons, employee reviews and cost of living wage increases were not completed at the end of 2025. Therefore, the township will determine an adjusted wage increase for each employee which will be distributed over the remainder of the year.

***Motion* by Jonn Olson to approve an annual wage increase of 2.8%, plus the longevity increase, for all regular employees, minus the Coordinator and Interim Clerk positions. This will become effective for the current pay period. If either the Treasurer/Coordinator or the Interim Clerk return to their previous positions, the new wage will be adjusted to include the previously mentioned increases. Seconded by Supervisor Cole.**

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Supervisors Cole, Henrickson, Olson, and Lametti voted aye. The motion carried with one abstention. (4-0-1)

Local Board of Appeal and Equalization (LBAE) Meeting is rescheduled from April 16 to April 30 due to lack of publication. The Town Board will open the meeting on April 16 at 6:30pm, then vote to recess the meeting until it is reconvened on April 30, 2026 at 6:30pm.

RFA – Resolution to Adopt the 2025 Anoka County Multi-Jurisdiction Hazard Mitigation Plan – Andy Luedtke

- Anoka County reviews their Multi-Jurisdiction Hazard Mitigation Plan every five years. The Anoka County Board adopted this Plan in February 2026.
- Linwood Township's planned adoption of the 2025 Anoka County Multi-Jurisdiction Hazard Mitigation Plan aligns with the town's Strategic Plan by ensuring Linwood has a well-maintained infrastructure.
- Supervisor Luedtke will secure a copy of the Plan from the county and have it available for vote and signature at the next meeting on April 28, 2026.
- Supervisor Luedtke recommends the township establish an Emergency Management Coordinator to manage such items and attend the quarterly meetings hosted by the county.

Metro Mosquito Control Reimbursement Application – Andy Luedtke

- Mosquito Control is changing their program in that moving forward they will only reimburse up to $1,000 per year to collect old tires.
    - Supervisor Luedtke clarified that Linwood Township has always had to pay to get rid of the tires, but in the past Mosquito Control reimbursed the total expense. Now that reimbursement will only be $1,000/year. Supervisor Henrickson stated we have approximately 500-600 tires right now.

***Motion* by Andy Luedtke to allow staff to move forward with the MMCD City Sponsored Recycling Reimbursement Program. Second, Lisa Henrickson. All ayes, motion carried. (5-0)**

Tire recycling – Andy Luedtke

- Tire collection has been free to residents, but some people have abused the system by bringing in 50+ tires at a time.
- The township did not budget for the disposal of large numbers of tires. Thus, to dispose of the approximately 600 tires will cost $2,400.

***Motion* by Supervisor Henrickson to charge $4.00 per standard passenger tire that comes into the recycling center. Supervisor Cole seconded.**

Discussion: Attorney Allseits stated the fee schedule is an ordinance, so the ordinance will need to be amended. Supervisor Luedtke stated his preference is to hold off on amending the ordinance because there will be other changes to the fee schedule.

***Motion* amended by Supervisor Henrickson that at this time, the recycling center will accept up to four passenger tires at no charge, only from Linwood residents, until the time that the**

fee schedule is fully amended. Seconded by Supervisor Cole. All ayes, motion carried. (5-0)

OLD BUSINESS

ACET, Inc.; Derek Lind, Ramsey. Mr. Lind is encouraging Linwood Township to cancel their poll pad agreement with Anoka County and move to paper poll pads.

Attorney Allseits reiterated the legal concerns and costs associated if Linwood Township were to cancel their agreement with Anoka County.

***Motion* by Supervisor Cole to direct Attorney Allseits to have a conversation with ACET to learn more about their proposal. Second, Supervisor Henrickson.**

***Motion rescinded* by Supervisor Cole, second rescinded by Supervisor Henrickson.**

Supervisor and Employee Purchase of Township Property – Attorney Mark Allseits

- Minnesota Statute 15.054 prohibits political subdivisions, including townships, from selling public property to their officers or employees.
    - Officers are completely restricted from making any purchases.
    - Employees can make purchases; however, it requires either an auction by an independent auctioneer, or going through a sealed bid process.

Cemetery Driveway

- Craig Rylander received quotes to learn the cost of placing fabric underneath the gravel when repairing the driveway.
- Supervisor Olson was advised by township engineer, Craig Yokum, that due to the sandy soil, he does not recommend using the fabric, that the 6" of gravel or limestone will be sufficient.
- There is $6,000 budgeted for the cemetery in 2026, and the lowest quote was approximately $23,000.
- Craig Rylander, Birchwood Circle. The work that needs to be done includes the driveway at $8,050, tree work at $10,000, and fence removal at approximately $5,000.
- Supervisor Olson asked Craig to ensure the driveway quote will be the same if the company is only doing one portion of the overall project this year.

UPCOMING MEETINGS

PARCs – April 20, 2026, at 5:30PM. Parks tour starts at Fairway Flyerz.
Planning & Zoning – April 21, 2026, at 6:00PM
Local Board of Appeal and Equalization – April 30th, 2026, at 6:30PM
Town Board Workshop – April 28, 2026, at 5:30PM

The next Regular Town Board Meeting is scheduled for Tuesday, April 28, 2026, 6:30PM

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Supervisor Olson noted that the meeting minutes from the March 24, 2026 Town Board Meeting were presented as incomplete.
***Motion* by Supervisor Olson to pull the March 24, 2026 Town Board meeting minutes from the Consent Agenda, have them revised and brought back to the board for approval. Second, Supervisor Cole. Motion carried.** (5-0)

The meeting will be closed to the public under the authority of Minnesota Statute 13D.05, subdivision 3B for the town board to discuss ongoing litigation with the township attorney in the case of Catherine A. Kirchner and Daniel V. Kirchner, Jr. versus Linwood Township and other parties.
***Motion* by Jonn Olson according to the notice read above to go into closed session. Second, Sam Cole. Motion carried.** (5-0)

The board meeting resumed from closed session.

***Motion* by Sam Cole to adjourn the meeting, seconded by Andy Luedtke. All ayes, motion carried.** (5-0)

Meeting adjourned at 9:42 pm

Respectfully submitted by Linda Hurtley, Contract Office Assistant

Minutes Approved: April 28, 2026

Chairperson: _____
Jonn Olson

Attested: _____
Julie Dahnke, Interim Clerk

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Town Board Meeting Minutes
May 27, 2025

Board Members Present:	Supervisors Lisa Hendrickson, Andy Luedtke, Bob Millerbernd, Jonn Olson, Samuel Cole
Staff Members Present:	Clerk Billi Larson, Fire Chief Darryl Ballman
Others Present:	Pat Hall, Barbara Sletten, Deborah and Randy Schifsky, Cheryl Erickson, Jody Lindberg, Hank Senger, Brian Langlois, Linda Hurtley, Larry Olson, Lloyd Horton, Suzie Weimer, Russ Weimer, J Carpenter, Judy Hanna, Dave Ostercamp, Tony DeChaine, Joy Edlund, Alan Hurtley, Ben Garbcaz

Call to Order: Supervisor Olson called the Linwood Town Board meeting to order at 6:01pm in the Town Hall at 22817 Typo Creek Drive NE, Stacy, on Tuesday, May 27, 2025, and the Clerk performed the roll call.

Public Forum: Chairman, Jonn Olson, invited members of the audience to come forward to address the Board regarding any topic that was not included on the meeting agenda. None.

CONSIDERATION AND APPROVAL OF AGENDA

Changes to the Agenda include:

Add: Speaker, Dr. Patrick Hall, Sunnyside Free Lutheran Church

Add: Law Review

Motion by Supervisor Cole to accept the Agenda with the above noted changes, seconded by Supervisor Henrickson. All ayes, motion carried. (5-0)

CONSIDERATION AND APPROVAL OF CONSENT AGENDA

Approval of May 13, 2025, Meeting Minutes
Claims List for Approval #38920 – #38932 = $71,139.07
Regular Payroll 05/23/2025 - Direct Deposits #22119-22161; & EFT's #22162-22166 = $27.326.83
Cemetery Standards Regulations – Amendments
Appointment of Mark Dalske – Road & Bridge Committee
Fire Department – First Net Invoice

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Changes to the Consent Agenda:
Add: Revised cemetery rules and regulations, Resolution 2025-08 to be approved.
Remove: Claims List because one of the checks was mailed to the wrong person.
Motion by Supervisor Luedtke to approve the Consent Agenda with the above noted changes, seconded by Supervisor Henrickson. All ayes, motion carried. (5-0)

Claim 38925. The check should have been made payable to Force America, thus it needs to be removed from the payment list, the check reissued, and approved at the next Town Board Meeting. The Clerk will ensure the information is provided to Abdo.

Motion by Jonn Olson to approve the Claims List with the one exception noted above, seconded by Supervisor Cole. All ayes, motion carried. (5-0)

OPENING OF SEALED BIDS RFPs
Park Mowing. The Township received two bids by 4:00pm today, May 27, 2025.
Bid #1 quoted $18,800 for essential properties plus $34,800 for alternate properties. Total: $53,600
Bid #2 quoted $$64,000 for essential properties, plus $37,000 for alternate properties. Total $101,000.
The Clerk will forward the proposals and the RFP to the Supervisors for their review. This issue is tabled until the next Township meeting to allow the Board Chair and the Park Supervisor time to meet with the contractors and gain a better understanding of the significant discrepancy between the submitted bids.

Motion by Supervisor Olson to table the Park Mowing issue until the June 10, 2025 Town Board Meeting, seconded by Supervisor Cole. All ayes, motion carried. (5-0)

ACKNOWLEDGEMENT OF COMMITTEE MINUTES
Cemetery Committee – March 12, 2025.

Motion by Supervisor Olson to accept the Acknowledgement of the Cemetery Committee Minutes, seconded by Supervisor Luedtke. All ayes, motion carried. (5-0)

FINANCE
Audit Update. The Clerk reported the audit is due June 30, 2025. Abdo and the auditors reported the audit is progressing well.

PLANNING & ZONING
Resolution 2025-09 Approving a Variance on East Martin Lake Drive. Parcel number 343422330022.

The applicant is seeking a 38-foot variance from the front yard setback in the R-1 district, as outlined in Section 30-904 of the Linwood Town Code. Due to the curvature of the road, parcel size, and presence of wetlands, the variance is being requested. The variance will allow the applicant to build 1,196 ft^2 accessory building on the parcel. Due to the lot size, and shoreline, it is not feasible to build the accessory building on that lot.

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The curvature of the road puts the property line of the parcel approximately 58-feet from the center line of East Martin Lake Drive – greater than the standard 33-feet. If the applicant were to meet the 40-foot front yard setback, the accessory building would impact the wetlands and would not meet the wetland setback of 50 feet.

The existing shed and concrete slab will be removed. Resulting impervious surface will be 16.4% (as shown on the survey), which is less than the maximum allowed of 25% (Section 30-674).

Prior to the variance application, and applicant has recorded deed restrictions (pursuant to Linwood Town Code 30-666) that will prevent the vacant parcel and the homestead parcel to be conveyed separately. A septic compliance has been completed on the homestead (lake side) parcel and is compliant.

At its regular meeting on May 20, 2025, following a correctly noticed public hearing, the Planning Commission unanimously voted to recommend approval of the proposed variance.

Motion by Supervisor Luedtke to approve the Resolution 2025-09, seconded by Supervisor Cole. All ayes, motion carried. (5-0)

OLD BUSINESS

Meeting Prayer.

At the last Town Board Meeting, Supervisors voted to remove prayer from the Town Board Meetings. The community forwarded their opinions that they would like to change that decision, so it was decided to include it on today's meeting agenda to allow community members the opportunity to provide their perspective. The township attorney recommended that the safest option is to forgo prayer, that if the decision is made to recite a prayer it needs to be open to any religion. The Board can recite a Christian prayer, and if an attendee wishes to recite a prayer honoring another religion, it must be allowed, or it would expose the township legally.

Pastor David Ostercamp, Linwood Covenant Church

Pastor Ostercamp spoke to the idea of starting the Town Board Meetings with prayer. The purpose of prayer is to align oneself with Jesus so that Jesus may transform the individual to act, think, talk, and love like he does. In closing, Pastor Ostercamp stated that he believes it's not good theology to align Christianity that is free from coercion to a government that can never be free from coercion. Further, if a Christian prayer is recited, it could be interpreted that if a resident/attendee is Muslim, Hindu, agnostic, or atheist they are not welcome. Thus, he proposed three options:

- A general prayer; which wouldn't have theological meaning.

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- A moment of silence where attendees can pray to their specific religion.
- A prayer gathering prior to the start of the meeting where all can come together to pray.

Dr. Reverand Patrick Hall, Sunnyside Free Lutheran Church
Dr. Hall stated that the U.S. Supreme Court voted on a case in Nebraska stating that it was unconstitutional to not allow prayer.
He further noted that each State and the U.S. House and Senate open their meetings with prayer. If an individual from another faith wants to recite their prayer, they should be allowed, as it's not an adversarial situation. He recommends the Supervisors find clergy in the area that the township would like to sponsor and invite them to say a prayer to effectively guide the Supervisors in their decisions.

Public Forum opened at 6:30pm, preferences and statements included:

- A moment of silence, 3x.
- To include Christian prayer.
- Draft a Mission Statement.
- Separation of church and state was cited.

The Public Forum closed at 6:43pm.
Supervisor Olson stated that as this is a difficult and sensitive topic, the Board will take all views and feedback into consideration. The decision of the Supervisors was to take time to consider all statements and sides to the issue and include it on June 10, 2025 Town Board Meeting Agenda.

Website Update
Supervisors Luedtke and Cole had a discussion about the challenges with the website. They met with the current vendor to learn more about what they can provide given their upcoming price increase. They also participated in a demo from the second company who provided a quote. It was stated that the township media specialist's preference is to stay with the current vendor, Civic Plus, because it will be an easier transition and less work-hours rather than switching vendors. As the current timeline still has some time, a decision doesn't have to be made at this meeting. Supervisors Luedtke and Cole will further discuss with the media specialist and bring it back to the Board.
The township received two quotes, one from Civic Plus and one from Town Web.

NEW BUSINESS
Code of Conduct Workshop Discussion / Scheduling Workshop to Create Code of Conduct / Define Official Processes and Expectations of Behaviors.
Supervisor Cole expressed concern that there is no onboarding document(s) or training available for new Supervisors to learn how to effectively do their job, for example, how to add an item to an agenda, how does the Supervisor get paid, and how does conflict of interest work. The Board will schedule a public meeting for residents to provide their input on what they think should be included in the onboarding

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document(s). The Workshop will enable Supervisors to discuss the many items that should be included before having to make final decisions.

Designate Supervisor to Fill Duties / Positions / Liaison Assignments for Committees

- Create a new committee for Information Technology (IT) and assign Supervisors Cole and Luedtke.
- Website, newsletter, and media will be assigned to Supervisors Cole and Luedtke.
- Supervisor Cole suggested that Human Resources be assigned to the two newest Supervisors which are Supervisors Cole and Henrickson. His goal is to outsource Human Resources to an outside agency to avoid conflict of interest. Supervisor Olson tasked Supervisors Cole and Henrickson to research outside agencies and return with results of findings. Supervisor Millerbernd stated he prefers continue to be the representative for Human Resources.
- Supervisor Olson inquired if Supervisor Cole would be available to contribute time to Public Works as there has been a substantial increase in communication with the public. Supervisor Cole has more flexibility in his daytime schedule, thus he will be the second Supervisor assigned to Public Works/Road & Bridge along with Supervisor Olson.
    - Supervisor Olson stated that the Road & Bridge Committee determined they will meet on a quarterly basis. Their next meeting is June 3, 2025, following that meeting they will meet on a quarterly basis.
- Supervisor Henrickson will keep her role in Recycling.
- Supervisor Cole will also sit on the School Forest and Parks Committees.
- Security is Supervisors Luedtke and Olson.
- Senior Center is Supervisors Luedtke and Millerbernd.
- Sunrise River Watershed Management Organization (SRWMO) is Supervisor Olson and a township resident.

Motion by Supervisor Cole to assign Supervisors Cole and Henrickson to the Human Resources Committee, seconded by Supervisor Luedtke. Supervisors Henrickson, Olson, and Luedtke voted to approve. Supervisor Millerbernd voted to oppose the motion. Motion carried. (4-1)

Motion by Supervisor Olson to accept the committee assignments as outlined above, seconded by Supervisor Cole. All ayes, motion carried. (5-0)

UPCOMING MEETINGS

Town Board Special Meeting (Budget) – May 28, 2025 – 6:00PM
Road & Bridge Meeting – June 3, 2025 – 6:00PM
Sunrise River Watershed Management Organization (SRWMO) Meeting – June 5, 2025 – 6:30PM
Town Law Review, May 30, 2025, in Otsego. Registration fee of $75.

Motion by Supervisor Cole to approve any Town Board Supervisor to attend the Town Law Review and for the Township to pay the $75 registration fee. Supervisor Luedtke seconded. All ayes, motion carried.

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Public Forum

Opened at 7:00pm.

- Resident Judy Hanna advised that in the 1980's, there used to be a Public Forum 30 minutes prior to the start of the Town Board Meeting. Supervisors who were available would attend to openly discuss topics with residents. Formal minutes were not taken, but the Supervisors would take notes for future reference/action.
- Judy Hanna also suggested that mileage be included in the motions to attend outside meetings/events.
- Resident Tony Dechaine suggested that since lawn mowing is being outsourced, Public Works will need to keep a close eye on the irrigation system in the parks.
- Tony Dechaine recommended that Ed Kramer be recognized for his contributions to the Township.
- Tony Dechaine recommended that rather than just using acronyms, the full name be listed with the acronym in parentheses.)
- Resident Brian Langlois inquired about the new cemetery regulations and Supervisor Olson informed that it was approved in the Consent Agenda.
- Resident Ben Garbacz requested clarification regarding the attorney's statement that the Township can only paraphrase his statements/recommendations or it breaches attorney / client privilege. The township hired the attorney which is funded by taxpayer funds, so ultimately, doesn't the attorney work for the residents?

The next Regular Town Board Meeting is scheduled for Tuesday, June 10, 2025, 6:00PM

Adjournment: Supervisor Luedtke made a motion to adjourn the meeting. Supervisor Henrickson seconded the motion. Supervisors Cole, Olson, Millerbernd, Henrickson, Luedtke voted aye. Motion carried (5-0). Meeting was adjourned at 7:12pm.

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_____
Jonn Olson, Chairman

Attested:

_____
Billi Larson, Town Clerk

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Town Board SPECIAL Meeting
Minutes
May 28, 2025

Board Members Present:	Supervisors Lisa Hendrickson, Andy Luedtke, Bob Millerbernd, Jonn Olson, Samuel Cole
Staff Members Present:	Clerk Billi Larson
Others Present:	Darryl Ballman, Lloyd Horton, Brian Langlois

Call to Order: Supervisor Olson called the Linwood Town Board meeting to order at 6:01pm in the Town Hall at 22817 Typo Creek Drive NE, Stacy, on Tuesday, May 27, 2025, and the Clerk performed the roll call.

Supervisor Olson stated the purpose of the meeting was to discuss and possibly take action on the Township's 2025 and 2026 budgets.

2025 Budget
At the 2024 Annual Meeting, the 2025 levy was cut by $80,000 from the proposed budget. Cuts in the following line items were determined by the staff in place at that time:

- Capital Improvement $20,000
- Building Improvement $50,000
- Recycling Capital $10,000

The Board needs to cut $73,250 to balance allocations for the 2025 budget, and $184,600 from the 2026 budget.
Maintenance expenses are allocated in the General Operating Budget, not in the Capital lines.
There is concern that when the previous staff cut the entire $50,000 from Building Improvement that will cause the planned projects to be delayed.
Supervisor Millerbernd stated that if the Board only cuts Capital line items and the issues are not addressed in 2025, then in 2026 and beyond the Township budget will be short. He further stated the Township has a spending issue and the solution is not to pull from the Capital funds or from savings as that will exacerbate

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the issue in future years. Supervisor Cole reiterated Supervisor Millerbernd's comments to clarify that the Township's recurring year over year expenses are so high that taking the cuts out of capital is delaying the problem. To further explain the issue, Supervisor Olson stated an example using a Parks lawnmower; if the lawnmower has a life expectancy of 10 years, and we know it will cost $100,000 to replace it, then the Township needs to set aside $10,000 each year for 10 years to cover the cost in the 10th year to purchase the new lawnmower. Those monies are allocated to the Parks Capital budget each year to save until needed to purchase the new lawnmower.

The Township's equipment is aging. The maintenance trucks are 14-16 years old, the lawnmower is 10 years old, and the cost to replace the self-contained breathing apparatus (SCBA) equipment for the fire department is high. The fire trucks are 30 years old with very few miles on them, but repair expenses have increased simply because of their age. Stoves in the Senior Center should last 20 years, so the Township reserves funds in Capital expense lines each year for when they need to be replaced. The two areas that repeatedly get budget cuts are Parks and the Senior Center because Public Safety is a higher priority.

Part of the difficulty is that the Board is setting the budget in March of the current year, for the following year and it's very difficult to know where actual expenses will come in during the current year. Supervisor Millerbernd stated that in the years past when there were expected shortfalls, the Board required each Committee to review their budgets and cut X% to balance the shortfall. This is his suggestion for the 2025 and 2026 budgets. For example, if each department cut their 2026 budget by 10%, that would cover the shortfall for the 2026 budget. Once each committee determines which line items they plan to reduce, the Board will have final approval. Each Supervisor will communicate and work with their assigned departments to facilitate the required cuts to their budgets. Line items for Communications is under the General Fund. The Board as a whole will work on the General Fund and Capital Improvements.

Capital funds are necessary for unexpected expenses, such as the new well for the fire department that was needed last year and wasn't budgeted. In such situations, funds may be shifted from one Capital line to another causing a shortfall that needs to be corrected in the following year. Supervisor Millerbernd explained that Parks Capital can only be used for Parks, however, the General Capital can be used for the entire Township. In an emergency situation, the budget would need to be amended to reallocate Capital funds from one departmental line to another to cover the emergency expense or reallocated to the General Capital line.

It was reiterated that the Town Board will ask each department to review their 2025 and 2026 budgets at their June meeting, determine where they can cut, outline the ramifications of the cuts, and present the information at the July 8, 2025, Town Board Meeting. Each department should maintain a Capital budget to enable the Township to cover future known expenditures.

A resident, Brian Langlois, stated that many entities are currently looking at their spending and budgets, including the State and individual families. Thus, it makes sense for each department to review their budgets to see where there might be overspending and where they can make cuts. In his opinion, it makes

DRAFT

more sense to reduce departmental budgets by a percentage rather than a specific amount across the board. He further stated that one way to gain funds is to increase revenue, such as by building a multi-unit senior housing building and receiving the tax revenue from it.

Supervisor Cole inquired if the Township has funding other than the Levy. Eighty-two percent of the Township revenue is taxes. It was stated that the Township also receives grants.

Supervisor Henrickson stated that when she met with the Anoka County Sheriff's Department, she learned that if the Township changed the contract from eight hours per day to six hours per day, it would show a savings of $80,000. Additionally, if the deputy wasn't replaced during their sick leave or vacation time, it would save approximately $40,000. The implications of those changes would mean a slower response time for a squad that is in another part of the county to get to the Linwood call.

In summary, Supervisors will work with their departments to cut 10% from their 2025 and 2026 budgets. They will consider each line item in their Operating Budget as well as Capital funds. Supervisors will explain to the Committee Members that if their choice is to only cut from the Capital funds line, it means they won't be able to purchase the new piece of equipment they expect to need at a future date.

Resident and Fire Chief, Darryl Ballman, stepped forward to state that he didn't receive a final budget report for 2024, thus, 2025 projections are still estimates. He requested final numbers for 2024 to help him establish the 2026 budget. He also expressed concern that the Fire Department's 2025 budget was reduced by over $40,000. Supervisor Olson assured Mr. Ballman that the current Board will be much more active in the budgeting process going forward.

The Board will schedule a Workshop meeting immediately after the July 8, 2025 regularly scheduled Town Board Meeting. The purpose of the Workshop is to review the information received from each department with the goal to finalize all budget changes at the following Town Board meeting on July 22, 2025.

Motion to adjourn the meeting by Supervisor Henrickson, seconded by Supervisor Cole. The meeting was adjourned at 7:30pm. All ayes, motion carried.

The next Regular Town Board Meeting is scheduled for Tuesday, June 10, 2025, 6:00PM

_____
JonnOlson,Chairman

Attested:

_____
Billi Larson, Town Clerk

DRAFT

Date Range : **4/28/2026 To 4/28/2026**

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
04/28/2026	Anoka County Property Records & Tax	Assessment Contract	39433	$26,683.00			
					100-41950-310-	Assessing	$26,683.00
04/28/2026	AT&T Mobility	Inv. #287315380214X040320 26 - FD Phone	39434	$434.50			
					225-42250-321-	Fire Communication	$434.50
04/28/2026	Bound Tree Medical, LLC	Inv. #86167484	39435	$13.69			
					225-42270-217-	Medical Services	$13.69
04/28/2026	ECM Publishers	Inv. #1084310, Inv. #1095436	39436	$459.55			
					100-41912-351-	Zoning	$434.00
					100-41912-351-	Zoning	$25.55
04/28/2026	Evergreen Recycling	Inv. #4014	39437	$929.50			
					245-43231-384-	43231 Recycling Collection	$929.50
04/28/2026	LRS Portables of Minnesota	Inv. #MP295327, MP295328, MP295329	39438	$210.00			
					240-45202-418-	Park Areas	$210.00
04/28/2026	Onsite Glass	Inv. #8333	39439	$565.37			
					201-43126-407-	Road and Bridge Equipment	$565.37
04/28/2026	Raml's Tree Service	Inv. #2710	39440	$1,500.00			
					100-43128-403-	ROW Right of Way	$1,500.00
04/28/2026	Rum River Construction Cons. LLC	Inv. #1136	39441	$83,346.32			
					215-42401-311-	Building Inspections Administration	$83,346.32
04/28/2026	Stacy Hardware & Powersports	Inv. #80002	39442	$10.78			
					201-43127-240-	Road & Bridge	$10.78
04/28/2026	Xcel Energy	Inv.#972502926	39443	$1,809.06			
					100-41940-383-	General Government Buildings and Plant	$361.81

Date Range : **4/28/2026 To 4/28/2026**

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
					245-43231-383-	43231 Recycling Collection	$271.36
					201-41940-383-	General Government Buildings and Plant	$226.13
					215-42401-383-	Building Inspections Administration	$361.81
					235-45186-383-	Senior Citizens Recreation	$253.27
					235-49041-383-	Transportation - Equipt, Maintenance & Garage	$54.27
					240-41940-383-	General Government Buildings and Plant	$226.13
					100-42222-383-	Firefighter Equipt & Expenses	$54.28
Total For Selected Claims				**$115,961.77**			**$115,961.77**

Andrew Luedtke	**Vice Chair, Town Supervisor**	**Date**
Dan Lametti	**Town Supervisor**	**Date**
Jonn J Olson	**Chair, Town Supervisor**	**Date**
Lisa Henrickson	**Town Supervisor**	**Date**
Samuel Cole	**Town Supervisor**	**Date**

REQUEST FOR ACTION

Date: 04/23/26

To: Linwood Town Board

From: Andy Luedtke, Town Supervisor

Re: Resolution to Adopt the 2025 Anoka County Multi-Jurisdiction Hazard Mitigation Plan

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Background

The 2025 Anoka County Multi-Jurisdiction Hazard Mitigation Plan was discussed at the board meeting on Tuesday, April 10th, 2025. All attachments relating to and including the plan can be found in the packet for April 10th meeting.

Led by Anoka County Emergency Management, the plan was updated through a multi-jurisdictional process involving town staff, stakeholders, and public input. The 2025 update assesses risks from natural hazards common to the region, including tornadoes, windstorms, severe winter weather, flooding, and extreme temperatures. The plan includes a specific Mitigation Action Chart (MAC) for Linwood and all cities in Anoka County, which outlines proactive strategies to reduce long-term risk to life and property. Key initiatives include:

- Infrastructure Improvements — enhancing stormwater management systems to mitigate flash flooding.
- Public Awareness — promoting personal preparedness and severe weather safety.
- Critical Facilities — protecting essential town services and infrastructure from power failures or physical damage.

Anoka County held a formal public comment period in December 2025 to gather community feedback on the draft plan. The Anoka County Board of Commissioners signed off on the approved plan in February 2026 which requires all municipalities to adopt a resolution as well. The adoption of the 2025 Anoka County Multi-Jurisdiction Hazard Mitigation Plan aligns with the Town's Strategic Plan by ensuring Linwood has a well-maintained infrastructure.

Recommendation

Adopt resolution 2026-03 Adopting the 2025 Anoka County Multi-Jurisdiction Hazard Mitigation Plan.

Financial Impact

None. Adopting the plan does not require any immediate operating or capital expenditure but it is a prerequisite for applying for federal grants. These grants can cover up to 75% of the costs for eligible projects, such as stormwater retrofits or emergency power systems.

Recommended Motion

Motion to adopt resolution 2026-03 adopting the 2025 Anoka County Multi-Jurisdiction Hazard Mitigation Plan to maintain compliance with FEMA standards and support long-term community resilience.

Attachments

Resolution 2026-03

Resolution # 2026-03

TOWNSHIP OF LINWOOD, MINNESOTA

RESOLUTION TO ADOPT THE 2025 ANOKA COUNTY HAZARD MITIGATION PLAN

WHEREAS, the Township of Linwood recognizes the threat of natural hazards to people and property within the Township of Linwood; and

WHEREAS, the Township of Linwood has participated in the development of the 2025 Anoka County Hazard Mitigation Plan in accordance with Federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS, the 2025 Anoka County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property within the Township of Linwood from the impacts of future hazards and disasters; and

WHEREAS, by adoption by the Township of Linwood demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2025 Anoka County Hazard Mitigation Plan,

WHEREAS, approval of the 2025 Anoka County Hazard Mitigation Plan by the Federal Emergency Management Agency (FEMA) will make Anoka County and participating jurisdictions eligible to apply for FEMA Hazard Mitigation Assistance grants; and

NOW THEREFORE BE IT RESOLVED that the Township of Linwood supports the hazard mitigation planning effort and wishes to adopt the 2025 Anoka County Hazard Mitigation Plan.

This Resolution was declared duly passed and adopted by the Linwood Township Board of Supervisors and was signed by the Chair and attested to by the Interim Clerk on this 28th day of April 2026.

Approved: _____
Jonn Olson, Chair

Attest: _____
Julie Dahnke, Interim Clerk

Request for Action

Date: 04/28/2026
To: Linwood Town Board
From: Alicia Morris
Re: Selection for Maturing Certificate of Deposit

Background:
The Township currently holds a Certificate of Deposit (CD) that is scheduled to mature on April 30, 2026. Upon maturity, the principal and accrued interest will be available for reinvestment or deposit into another authorized Township account. Staff are requesting direction from the Board regarding the preferred course of action for these funds to ensure continuity of investment earnings and compliance with Township investment policies and statutory requirements.

Several options are available, including renewing the CD for a new term, selecting a different maturity length, or transferring the funds to an alternative authorized investment vehicle. Timely Board action is requested to avoid the funds defaulting into a short-term or non-interest-bearing account.

Reasons for Approval

1. **Fiscal Stewardship and Investment Optimization**
    - Selecting an investment option prior to maturity ensures the Township continues to earn interest on available funds.
    - Proactive decision-making allows staff to secure the most favorable rate and term available at the time of renewal or reinvestment.
2. **Compliance and Cash Management**
    - Board direction ensures that the investment aligns with Township policy and applicable state statutes.
    - Establishing a clear course of action supports effective cash flow planning and financial accountability.

Recommendation
It is recommended that the Linwood Town Board review the available options and make a selection regarding the reinvestment or disposition of the maturing Certificate of Deposit, including:

Renewal of the CD for a specified term, or Selection of an alternative authorized investment option.

If approved, staff will:
- Execute the Board's selected investment option upon CD maturity.
- Coordinate with the financial institution to ensure timely processing.

- Maintain documentation consistent with Township financial and audit requirements.

Financial Impact

The financial impact will depend on the selected term and prevailing interest rates at the time of renewal or reinvestment. Making a timely selection is expected to preserve or enhance interest earnings and support prudent management of Township funds.

Attachments

Certificate of Deposit Summary
Available Investment Options

0572 - TDA - 244 - D0020292

FIRST STATE BANK OF WYOMING
26741 FELTON AVE – PO BOX 308
WYOMING, MN 55092

RETURN SERVICE REQUESTED

11368 1 MB 0.667 *0011368 S1

TOWN OF LINWOOD
C/O TREASURER
C/O TREASURER
22817 TYPO CREEK DR NE
STACY, MN 55079-9349

Questions?

If you have any questions about this notice, please contact us at

(651) 462-7607

Please refer to your Certificate number in all correspondence.

Information about your Certificate

Number: [redacted]

Maturity date: April 30, 2026

Maturity Notice 04/07/26

TOWN OF LINWOOD

Your Certificate of Deposit issued on October 31, 1995 will mature on **April 30, 2026**. The balance of the certificate will be **$85,735.40.**

If not redeemed within 10 days after April 30, 2026, this account will automatically renew.

If renewed, the new maturity date will be **April 30, 2027**. The interest rate and annual percentage yield have not yet been determined. They will be available on April 30, 2026 and you will receive a Renewal Notice with your updated rate and new maturity date. Interest will be compounded quarterly and will be paid quarterly by adding to this account.



04/07/26 0000000019232-0000019232
Branch 0001 Term 12M Freq 3M

FIRST RESOURCE BANK

TIME CERTIFICATES

Terms & Rates Effective April 10, 2026

Term of Investment	Minimum Balance	Interest Rate	Annual Percentage Yield*	Compounding & Crediting Frequency
1 Month CD	$ 2,000	.10%	.10%	Maturity
3 Month CD	$ 2,000	.10%	.10%	Maturity
3 Month Small Savers	$ 500	.10%	.10%	Maturity
6 Month CD~ Relationship CD	**$ 1,000**	**3.75%**	**3.80%**	**Quarterly**
12 Month CD	$ 1,000	1.00%	1.00%	Quarterly
21 Month CD~ Relationship CD	**$ 2,000**	**3.50%**	**3.55%**	**Quarterly**
2 Year CD	$ 2,000	1.50%	1.51%	Quarterly
3 Year CD	$ 2,000	2.00%	2.02%	Quarterly
5 Year CD	$ 2,000	2.50%	2.52%	Quarterly

*The ANNUAL PERCENTAGE YIELD (APY) assumes interest will remain in the account until maturity or 1 year, whichever is greater. A withdrawal of interest or principal will reduce earnings. We use the DAILY BALANCE METHOD to calculate interest on accounts. This method applies a daily periodic rate to the principal in the account each day. Interest begins to accrue on the business day you deposit. Minimum Balance listed above is the minimum deposit amount to open the account. You must maintain this minimum balance on a daily basis to earn the annual percentage yield disclosed. You cannot make deposits to time account during a term (other than credited interest). You cannot withdraw principal without our consent except on or after maturity. (For accounts that automatically renew, there is a ten day grace period after each renewal date during which withdrawals are permitted without penalty.)

~ Other than single maturity accounts, certificates will automatically renew on the maturity date. Each renewal term will be the same as the original certificate (CD) the 21 Month CD that will renew at the 24 month term. The interest rate will be the same rate we offer on new time deposits on the maturity date that have the same term, minimum balance (if any) and other features as the original time deposit, excluding the 21 month CD that will renew at the 24 month rate.

Relationship CD's require an existing active checking account relationship with First Resource Bank.

You must notify us in writing before or within a ten-day grace period after the maturity date if you do not want the certificate to automatically renew. We reserve the right to stop automatic renewal by written notice to you before maturity. If this account is not automatically renewable, then no interest will be paid after maturity.

The following penalty may be imposed for early withdrawal:

Term	Penalty
Term < 6 Months	Loss of accrued Interest
Term 6 Months – 27 Months	3 Month Interest Penalty
Term > 27 Months	6 Month Interest Penalty

Member **FDIC**

PLEASE CALL FOR CURRENT RATES AS THEY ARE SUBJECT TO CHANGE DAILY.

DUNAWAY CONSTRUCTION
17149 Notre Dame Street NE
Forest Lake, Minnesota 55025
Phone/Fax: 651-464-1985

April 15, 2026

Linwood Cemetery
23207 Typo Creek Dr. NE
Stacy, MN 55079

Att: Craig Rylander
612-282-7014
Craig.rylander@Linwoodtownship.org

Re: Cemetery Site Improvements

-615 foot x 12 foot wide x 6 inch thick limestone class 5 driveway. Strip vegetation, rough grade, place and compact class 5 limestone to follow existing site contours.

-230 ton limestone class 5 delivered and placed @ $35.00 per ton	$8,050.00
Total proposed amount	$8,050.00

Estimate does not include

- Excess material can be hauled off site for $16.25 per cubic yard.
-Import of sand to raise the grade of proposed driveway.
-Permit fees
-Erosion control, seed or mulch

Respectfully,

Neil Dunaway
Dunaway Construction

COURI & RUPPE, P.L.L.P

Michael C. Couri*
Robert T. Ruppe**
Mark S. Allseits

**Also Licensed in Illinois*

***Also Licensed in California*

Attorneys at law
705 Central Avenue East
PO Box 369
St. Michael, MN 55376-0369
(763) 497-1930
(763) 497-2599 (FAX)
www.couriruppe.com

March 27, 2026

Linwood Township Board of Supervisors
22817 Typo Creek Drive NE
Stacy, MN 55079

Emailed individually to all current supervisors.

RE: TERMINATION OF ELECTRONIC POLLBOOK AGREEMENT WITH ANOKA COUNTY

Supervisors of the Linwood Township Board,

At the March 26, 2026, Town Board meeting, Supervisor Lisa Henrickson requested Board action to discontinue the Township's use of electronic pollbooks and to terminate the Pollbook Election Equipment Use Agreement with Anoka County. The Board tabled the matter to allow for legal review of the Agreement and the governing election statutes. Linwood Township approved and executed the Agreement with Anoka County on March 12, 2018, thereby adopting the use of an electronic voting system within the Township.

Minn. Stat. § 206.58, subd. 1 provides that once a municipality adopts an electronic voting system in one or more precincts, it must continue to use an electronic voting system for **state elections** in those precincts. The statute does not expressly require electronic pollbooks for purely local elections. However, Linwood conducts its regular Township elections in November, and those elections frequently coincide with state and federal elections. As a result, even if the Township chose to use paper rosters for a stand-alone local election, it would still be required to use electronic pollbooks for most election cycles because of the overlap with state elections.

The Agreement with Anoka County provides significant operational and financial value. Under the Agreement, the County supplies the electronic pollbook hardware and software and performs all maintenance, repairs, updates, and support at no cost to the Township. This includes software licensing, security updates, equipment upkeep, and troubleshooting, all of which are services that would otherwise require substantial Township resources. Because the statutory duty to use electronic pollbooks for state elections remains in place regardless of whether the Agreement is terminated, ending the Agreement would not eliminate the Township's obligation to use the equipment.

If the Township were to terminate the Agreement, it would still be legally required to use electronic pollbooks for state elections but would become responsible for acquiring software licenses, purchasing or replacing equipment, and covering all maintenance, repair, and update costs. The Township would also assume responsibility for ensuring the equipment remains compliant with state certification and security requirements. Termination would therefore increase, rather than reduce, the Township's operational and financial responsibilities.

My position on this issue is not based on any preference for or against electronic pollbooks. I understand that Supervisor Henrickson, members of the public, and possibly other Board members may have concerns about electronic pollbooks or may prefer to return to paper rosters. My advice is rooted solely in the statutory requirement that once a municipality adopts an electronic voting system, it must continue to use that system for state elections. The Township's discretion is limited by this statutory mandate, not by any policy preference.

While other municipalities may have chosen to terminate their agreements with their respective counties, those decisions do not alter the legal obligations that apply to Linwood Township. Failure to use electronic pollbooks in state elections would be a clear violation of Minn. Stat. § 206.58, subd. 1, given that Linwood has already adopted their use. Terminating the Agreement with Anoka County would simply shift the responsibilities, burdens, and costs of maintaining compliant electronic pollbook equipment back onto the Township, without relieving the Township of its legal duty to use the system.

Based on this review, my advice is that the Township should not terminate the Agreement with Anoka County. The statutory obligation to use electronic pollbooks for state elections remains in effect, and the Agreement provides substantial value by shifting all equipment, licensing, maintenance, and update responsibilities to the County. Terminating the Agreement would leave the Township with the same legal duty but significantly greater cost and administrative burden. Retaining the Agreement is the most legally sound and fiscally responsible course of action.

Best,



Mark Allseits
Couri & Ruppe, P.L.L.P.

Linwood Poll Pad Summary

Date: March 24, 2026

To: Linwood Town Board
From: Lisa Henrickson
Re: Termination of Pollbook Election Equipment Use Agreement with Anoka County

Background

On March 12, 2018 Linwood Township approved and signed an agreement with Anoka County for use of electronic pollbooks ("Election Equipment") to sign in voters at each voting precinct. In all elections up until 2018, paper poll books were used and are still required even now to be available as a backup system to the electronic pollbooks. The specific equipment now being used is known as the KNOWiNK Poll Pad.

Paragraph 7 of this agreement states: "This Agreement may be terminated by either party upon seven (7) day written notice to the other." Two cities (Oak Grove and Ramsey) in Anoka County have terminated their agreements with Anoka County.

The reasons for terminating use of this electronic election equipment are as follows:

1) Maintain local autonomy and control, as prescribed by statutory authority, over voting precincts by municipalities.
2) Avoid current and future costs of purchase/repurchase, licensing, maintenance, security and storage of such electronic equipment.
3) Avoid dependence upon electronic devices subject to internal failure, errors or malicious programming that is difficult to detect or repair.
4) Increase security of our voting system by not using this electronic equipment which is vulnerable to external surveillance, manipulation or hacking because they are real time election day internet connected.

Finally, at the national level there is growing evidence of both domestic and foreign intrusions into our voter databases. Also, there is currently a pending lawsuit in Texas regarding such risks based upon alleged violations of the Help America Vote Act (HAVA) using KNOWiNK pollbooks.

Financial Impact

No significant change in operating expenses is expected since the same number of election judges may operate either the electronic pollbooks or paper poll books and the fact that the paper pollbooks must be produced by the County and available for use as a backup system to the electronic pollbooks. Overall, an actual cost reduction may be realized County-wide.

Recommended Motion

DATE: March 31, 2026

TO: Lisa Henrickson, Supervisor, Linwood Township Board

FROM: Robert Kirchner, ACEIT Team Member (3 ½ yrs.); Local Government Administrator (40 yrs.)

RE: Further information regarding Termination of Pollbook Election Equipment Use Agreement with Anoka County

Background

Subsequent to the March 24, 2026 Town Board meeting, the Township Attorney rendered an opinion that the Township must continue using the electronic pollbooks under the Use Agreement with Anoka County based upon his interpretation of Minn. Stat. 206.58 which states: "*once a municipality has adopted the use of an electronic voting system in one or more precincts, the municipality must continue to use an electronic voting system for state elections…"*

Analysis

This sentence in the statute cited above does not relate to the use of electronic pollbooks. This sentence, which was a 2023 amendment to this subdivision, relates only to the use of electronic voting systems, or devices that tabulate votes. This terminology regarding voting equipment is defined in Minn. Stat. 206.56, Subd. 8 Definitions as follows:

"Electronic voting system" means a system in which the voter records votes by means of marking a ballot, so that votes may be counted by automatic tabulating equipment in the polling place where the ballot is cast or at a counting center.

An electronic voting system includes automatic tabulating equipment; nonelectronic ballot markers; electronic ballot markers, including electronic ballot display, audio ballot reader, and devices by which the voter will register the voter's voting intent; software used to program automatic tabulators and layout ballots; computer programs used to accumulate precinct results; ballots; secrecy folders; system documentation; and system testing results.

This definition is pertinent to the Joint Powers Agreement for use of vote tabulators approved in 2013 (updated in 2021) but does not include electronic pollbooks which do not tabulate votes.

By contrast, the Use Agreement under consideration here simply defines "Election Equipment" as the "electronic pollbook hardware and software" which register voters, not tabulate votes.

Recommendation

The Township attorney should advise that the Town Board may terminate use of electronic pollbooks by terminating the Use Agreement approved on March 12, 2018.

April 16, 2026

ACEIT member Chan Stowell reported on April 16, 2026

Here is Grok's clear response! Send this to Lisa and the lawyer!!

"No, **electronic poll pads** (also called electronic pollbooks or e-pollbooks, such as the KNOWiNK Poll Pad commonly used in Minnesota) are **not considered part of the "voting system"** under Minnesota law. They are therefore **not required** to continue being used if a county, municipality, or school district chooses to stop.

Key Legal Distinctions

Minnesota law separates **electronic rosters/poll pads** from **voting systems**:

- **Voting systems** (governed primarily by Minnesota Statutes Chapter 206) refer to equipment for marking, casting, and tabulating ballots — such as optical scan tabulators and assistive ballot marking devices. These must be examined, approved, and certified by the Secretary of State (and often by a federally accredited lab). Once a jurisdiction adopts an electronic voting system for precincts, state law generally requires continued use of an approved electronic system for state elections in those precincts (see Minn. Stat. § 206.58, subd. 3, as noted in some county descriptions).67
- **Electronic rosters/poll pads** are authorized separately under **Minn. Stat. § 201.225**. They serve as an electronic version of the traditional **paper polling place roster** for voter check-in, verifying eligibility, processing same-day registrations, and generating voter signature certificates. The statute explicitly uses the term "electronic roster" and defines the polling place roster in Minn. Stat. § 200.02 as including either printed or electronic format (as permitted by § 201.225).59

Electronic poll pads must meet specific functional, security, and technical requirements (e.g., data import/export formats prescribed by the Secretary of State, limited networking, alerts for eligibility issues, paper backup systems, etc.), but they are **not subject to the same certification process** as voting systems under Chapter 206.61

Use Is Optional and Flexible

- A county, municipality, or school district **may** use electronic rosters for any election, and the head elections official can designate some or all precincts to use them (Minn. Stat. § 201.225, subd. 1). They are not mandatory statewide or even countywide.
- Jurisdictions must notify the Secretary of State in advance if they plan to use them and certify compliance, but this is an authorization process, not a requirement to adopt or retain them.

- Many counties use them for efficiency (faster check-in, reduced errors, easier same-day registration), but others stick with paper rosters. Some local bodies have chosen not to use or to discontinue electronic poll pads without legal barrier.62
- Each precinct using them must maintain an approved **paper backup** system in case of issues (Minn. Stat. § 201.225, subd. 5).

The Minnesota Secretary of State's office describes poll pads as equipment that "some polling places" use to replace paper rosters for check-in and registration — treating them as distinct from core voting equipment like tabulators.62

Practical Notes

Counties often purchase or lease poll pads under state contracts that may bundle related equipment, but there is no "lock-in" requirement comparable to voting tabulators. Decisions to adopt, continue, or discontinue are made locally, subject to the notification and compliance rules in § 201.225.

If a specific county or precinct is considering changes, check with the local elections official or the Minnesota Secretary of State's office for the latest guidance, as implementation details (e.g., contracts, testing) can vary. For the exact statutory text, refer to the Minnesota Revisor of Statutes website (revisor.mn.gov).

ACEIT Member Toy Cooper further information on April 16, 2026

I will add that Grok brings up a really good point about the electronic poll books being addressed in statute section 201 (which is governed by terms defined under section 200), and electronic voting systems are addressed in statute section 206 (governed by terms defined within section 206), two completely separate and distinct subject areas of the law. If the electronic poll pads were statutorily similar to electronic voting systems, they would most certainly be covered in the same section of law as the electronic voting systems, and would be defined in the same terms and by the same definitions.

However, the statewide registration system, of which electronic poll pads would fall, has its own (and complete separate and distinct) statutory definition shown below. Again, one of the few times the legislature actually took the time to specifically time to explicitly define what they meant. That intent carries legal weight (or at least it did in a rational and just legal system).

201.01 DEFINITIONS (Link: https://www.revisor.mn.gov/statutes/cite/201.01)

The definitions in chapter 200 apply to this chapter.

200.02 DEFINITIONS - Subd. 20.Statewide registration system. (Link: https://www.revisor.mn.gov/statutes/cite/200.02)

"Statewide registration system" means the computerized central statewide voter registration system and database developed and maintained by the secretary of state pursuant to section 201.022.

There are just so many obvious reasons in the statutes for not thinking they should legally be treated as being similar, it defies belief. Leave it to the lawyers though to contort what is written in black and white.

Further Documentation by ACEIT

The two information graphics below document earlier claims that the electronic roster systems are vulnerable to hacking as reported by DNI Gabbard and as claimed in the Bexar County, Texas lawsuit.

Just the News

US intel secretly flagged major 2020 election vulnerabilities, including voter data, memo shows

Memo newly declassified by DNI Gabbard shows concerns about integrity of American voting were far greater than the public was told by previous administrations. Evidence emerged that China had gained access to voter registration data in multiple states and had even sent fake driver's licenses to the United States in a bid to help Joe Biden win the election, officials said.

Well before the China and Iran hacks, the January 2020 NIC assessment warned clearly that voter registration databases—along with poll books that keep a list of authorized voters—were among the most vulnerable to hacking and manipulation by foreign powers. "We assess that centralized election-related data repositories, such as voter registration databases, pollbooks, and official election websites, are most vulnerable to exploitation, and adversaries could use access to these systems to disrupt election processes," it warned.



US intel secretly flagged major 2020 election vulnerabilities, including voter data, memo shows | Just The News

BEXAR COUNTY TX
ELECTIONS DEPARTMENT

BEFORE THE TEXAS SECRETARY OF STATE
ELECTIONS DIVISION
AUSTIN, TEXAS

ADMINISTRATIVE COMPLAINT

Pursuant to Section 402 of the Help America Vote Act of 2002
(P.L. 107-252; 52 U.S.C. §15512)
and 1 Texas Administrative Code §81.171

In the Matter of: PETER BERNEGGER, *Complainant,* *v.* MICHELE CAREW, Elections Administrator, BEXAR COUNTY ELECTIONS DEPARTMENT, JANE NELSON, Texas Secretary of State, *Respondents.*		Complaint No.: _____ Date Filed: March 1, 2026 VIOLATIONS OF TITLE III OF THE HELP AMERICA VOTE ACT OF 2002 HEARING ON THE RECORD REQUESTED

V. STATEMENT OF FACTS

24. The KnowInk Poll Pad devices actively connect to communications networks during the conduct of elections, transmitting check-in data to and receiving data from external servers—including state voter rolls—every 15 minutes during active voting. This network connectivity during the conduct of a federal election creates a real-time attack surface.

X. REMEDY REQUESTED

6. Immediately suspension or decertification of the KnowInk PollPad system pending completion of the investigation and independent security audit.
7. A ban on the use of electronic pollbooks that maintain active network connectivity during the conduct of federal elections in the State of Texas, or, in the alternative, an order requiring air-gapped operation during voting, with data transfer occurring only through physically secured, hash-validated media.

Request for Action

Date: 04/28/2026
To: Linwood Town Board
From: Dan Lametti Town Supervisor
Re: Retro pay for employees

Background
At the last meeting, retroactive pay was discussed. Based on a recommendation from Attorney Mark Allseits, I initially calculated percentage-based adjustments. Sam reviewed these, and we made some corrections.

I then spoke with Alicia, who advised that proceeding with the proposed correction would adjust employees' base rates going forward. This means future increases would be calculated from a higher base. Alicia consulted with HR, and they recommended instead paying retroactively based on the actual wages owed. She noted this is a common practice among other townships.

Additionally, I spoke with a former township board member from a nearby township with over 10 years of experience, who confirmed that this method has been used regularly without issue.

Following these discussions, I asked Alicia to calculate the exact retro pay amounts owed.

Recommendation
I am requesting board approval to issue retroactive pay as follows:
Sarah Raymond: $174.56
Jack Sawatzky: $657.64
Steve Sobtzk: $35.63

Financial Impact
The total financial impact is $867.83.

Recommended Motion
Motion to approve payment of retroactive wages to Sarah Raymond ($174.56), Jack Sawatzky ($657.64), and Steve Sobtzk ($35.63) for hours worked prior to receiving the wage increase effective January 1.
Attachments
Retro pay breakdown