LINWOOD TOWNSHIP

ANOKA COUNTY
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Town Board Meeting
Meeting Minutes
May 12, 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, Dan Lametti, Andy Luedtke, Jonn Olson
Staff present:	Julie Danhke, Interim Clerk; Alicia Morris, Treasurer
Attorney present:	Mark Allseits
Residents present:	Nancy Steinmetz, Brian Langlois, Lance Gilbertson, Hank Senger, Dot Forbord

PUBLIC FORUM
None.

RECOGNITION
NOW, THEREFORE, by virtue of the authority of the Linwood Town Board, we do hereby proclaim THURSDAY, MAY 14, 2026 AS NANCY STEINMETZ DAY IN THE TOWN OF LINWOOD; and on behalf of the Town Board and citizens of Linwood, we offer sincere congratulations and best wishes to Mrs. Steinmetz for many more happy days in the future to share with family and friends.

CONSIDERATION AND APPROVAL OF AGENDA
Additions/Changes:

- •Remove 9.1 Update on School Forest
- •Remove 9.3 Employee Handbook
- •Add 9.4 Anoka County Election Meeting
- •Add 8.1.4 Clerk's position

Motion by Sam Cole to approve the agenda as amended. Second by Dan Lametti. All ayes, motion

carried. (5-0)

CONSIDERATION AND APPROVAL OF CONSENT AGENDA

Approval of April 16, 2026 LBAE Meeting Minutes
Approval of April 28, 2026 Town Board Workshop Meeting Minutes
Approval of April 28, 2026 Town Board Meeting Minutes
Approval of April 30. 2026 LBAE Meeting Minutes
Approval of May 5, 2026 Town Board Workshop Meeting Minutes
Approval of Application for Committees/Commissions Form
Claims List for Approval: Claim 39444 to 39462 Total $28,818.30
Payroll for Approval $11,159.14
Proclamation of Nancy Steinmetz Day on Thursday, May 14, 2026

Motion by Jonn Olson to approve the Consent Agenda, seconded by Sam Cole. Samuel Cole, Lisa Henrickson, Jonn Olson, and Dan Lametti voted to approve. Andy Luedtke abstained. Motion carried. (4-0-1)

NEW BUSINESS

PARCS Committee – Dot Forbord

- Resignation of Tony Raymond. Ms. Forbord recognized Tony Raymond for his many years of service as member and Secretary of the PARCs Committee.
- Letters of Interest – Austin Sonterre & Brian McCullough
- PARCS discussion

Motion by Andy Luedtke to approve and appoint Austin Sonterre and Brian McCullough to the PARCs Committee. Second by Sam Cole. All ayes, motion carried. (5-0)

Motion by Sam Cole to accept the resignation of Tony Raymond from the PARCs Committee effective May 12, 2026. Second by Andy Luedtke. All ayes, motion carried. (5-0)

Clerk's position – Jonn Olson

- Recommended that the Board direct staff to create the job posting for the Clerk's position.
  - The posting will state the position as either full time or part time.
- The job description will be reviewed again for any potential updates.

Motion by Jonn Olson to direct staff to create a job posting and solicit applications for the Clerk position, either full time or part time. Second by Sam Cole. All ayes, motion carried. (5-0)

Tire Dropoff, Jonn Olson

Anoka County is hosting a free Tire Dropoff day in Andover on May 13, 2026. There is a limit of 10 tires. Information is posted on the Linwood Township Neighborhood Facebook page.

OLD BUSINESS

Rum River Proposal

Interim Clerk, Julie Dahnke, stated Rum River is seeking board action on two items, Subsurface Sewage Treatment System Program Administration and a proposed ordinance for Fee Schedule Amendment.

Motion by Andy Luedtke to engage with Rum River to implement and administer the Subsurface Sewage Treatment System Program for Linwood Township. Second by Lisa Henrickson.
Discussion: The board clarified that when residents receive notice regarding the program, it is for the purpose of inspecting that their septic system is working correctly, not that they have to have it pumped. Rum River will distribute documentation to educate residents of the program.
Samuel Cole, Lisa Henrickson, Jonn Olson, and Andy Luedtke voted to approve. Dan Lametti voted against the motion. Motion carried. (4-1)

Rum River proposed Fee Schedule Amendment. Interim Clerk, Julie Danke, stated Rum River would like the board to move forward to schedule a Public Hearing for the proposed Fee Schedule and ordinance changes.
Motion by Andy Luedtke to host a Public Hearing on June 9, 2026 for ordinance amendments related to zoning and fee schedules. Second by Lisa Henrickson. All ayes, motion carried. (5-0)
Attorney Mark Allseits stated that when the notice for the June 9, 2026 Public Hearing is posted it includes a detailed list of all ordinances they wish to discuss. He further stated to ensure the Summary for Publication that is posted in the newspaper properly reflects summaries of every ordinance that has been amended.

County Election Meeting, Jonn Olson
It was noted that Attorney Mark Allseits contacted the Secretary of State to discuss election integrity. Brad Johnson, Anoka County Attorney, agreed with Attorney Allseits interpretation of the state statutes. A Workshop will be scheduled to include an Anoka County representative and ACETs.

UPCOMING MEETINGS
Town Board Workshop – May 26, 2026 at 5:30PM
PARCs – May 18, 2026 at 6:00PM
Planning & Zoning – May 19, 2026 at 6:00PM
Cemetery Committee – May 13, 2026 *CANCELLED*

The next Regular Town Board Meeting is scheduled for May 26, 2026 at 6:30PM

Employee Handbook
Attorney Allseits requested that township staff forward the documentation he previously sent to Chair Olson (list of questions with corresponding answers and the updated Employee Handbook) to each of the town board members. He further requested the documentation is included in the packet for the May 26, 2026 board meeting.

***Motion* by Lisa Henrickson, seconded by Andy Luedtke to adjourn the meeting. All ayes, motion carried. (5-0). Meeting adjourned at 7:10pm**.

Respectfully submitted by Linda Hurtley, Contract Office Assistant

Minutes Approved: May 26, 2026

Chairperson: _____
Jonn Olson

Attested: _____
Julie Dahnke, Interim Clerk