LINWOOD TOWNSHIP

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Town Board Meeting
Meeting Minutes
August 25, 2026

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

Commission members present:	Samuel Cole, Jonn Olson, Lisa Henrickson, Andy Luedtke
Staff present:	Alicia Morris, Coordinator/Treasurer Kyle Salage, Clerk Darryl Ballman, Fire Chief
Attorney present:	Mark Allseits
Residents present:	Tony Dechaine, Steve Kramer, Brian Langlois, Larry Vathroder

4. PUBLIC FORUM

Steve Kramer, 7960 Fawn Lake Drive, stated his concerns about not getting answers to his questions related to permits. He indicated Kramer Mechanical Plumbing and Heating applied for a Continuous Use Permit for a fuel tank, but the permit is still on hold. He questioned whether it was necessary given that the company already has an existing CUP. Additionally, he stated that he is in the process of purchasing his father's property but does not want to proceed with the plans for that property if the experience will be like how the CUP process in question has been up to this point.

5. CONSIDERATION AND APPROVAL OF AGENDA

Add:

- RFA for Fire Department as 7.4
- Discussion of situation with Cindy Nash under 7.5

Motion by Olson to approve the agenda as amended. Second by Cole.
Motion carried (4-0)

6. CONSIDERATION AND APPROVAL OF CONSENT AGENDA

6.1 Claims List for Approval: $365,796.40
6.2 Payroll for Approval $13,522.47
6.3 RFA – Use of County Forfeiture Funds for Support of Alexandra House
6.4 RFA – Renumbering of Resolutions 2026-011 and 2026-012
6.5RFA – Purchase of Apple iPad Air 13-inch

Motion by Cole to approve the Consent Agenda. Second by Henrickson. Luedtke abstained.
Motion carried (3-0-1)

NEW BUSINESS

7.1 Accessory Structure Ordinance – Cindy Nash

Mark Allseits, Town Attorney, summarized the proposed changes to the ordinance as outlined in the corresponding memo from Cindy Nash.

Larry Vathroder, 2141 West Fawn Road NE , stated he is working on a structure to replace 2 sheds but has been having difficulty getting permits and moving the work forward. It started in April and needs to get it done before the concrete gets old. Allseits asked for clarification as to whether the issues were stemming from county requirements or with town ordinances. Luedtke confirmed that it is indeed the accessory ordinance structure that is the issue in this case.

Henrickson asked whether it is possible to approve Mr. Vathroder's permit without yet adopting the ordinance. He reiterated that doing so would leave the township liable to litigation. However, he added that the board could adopt the ordinance and then amend it after Supervisor Lametti returns and another public hearing is held.

Motion by Cole to adopt Ordinance 2026-015 and the summary language for publication. Second by Cole.
Motion carried (4-0)

7.2 RFA – Acceptance of Resignation of Julie Dahnke – Alicia Morris

Morris requested that the board formally accept the resignation of Julie Dahnke, who was the Office Assistant and the Interim Clerk until her day of resignation on Friday, August 21, 2026.

Motion by Luedtke to acknowledge receipt of the resignation and to direct staff to work with HR to finalize the resignation. Second by Henrickson.
Motion carried (4-0)

7.3 Interview Process – Darryl Ballman

Chief Ballman summarized his request for approval to begin the interview process for two paid on-call Firefighter positions. He stated the department is authorized to have up to 35 firefighters, and the department currently has 30. He also noted the department has materials prepared for advertising the two positions.

Cole moved to authorize the Fire Department to begin the interview process for two open firefighter positions. Second by Henrickson. Luedtke abstained.
Motion carried (3-0-1)

7.4 Fire Department RFA for Hoses for the New Fire Engine (ADDED)

Olson asked Allseits whether funds from the operating budget can be reallocated to this purchase without a full quorum, given that Supervisor Lametti was not present.

Allseits stated that the ordinance pertaining to transferring funds would only require a unanimous vote with a full quorum if the fund the money was being transferred to was in a negative balance. Otherwise, a majority vote of the board is sufficient to authorize a transfer.

Cole moved to allocate $25,000 from the General Fund for the purchase of hoses for the new fire engine. Second by Henrickson.
Motion carried (4-0)

7.5 Cindy Nash discussion – Sam Cole
Allseits provided his perspective on the situation and suggested that it might be worth having a conversation with Rum River to determine whether the solution is to once again hire a township staff member to take over planning and zoning.

Olson asked what the interim contact plan is for bridging the communication gap between residents and Rum River. Morris noted that she and Kyle Salage, Town Clerk, will fill that role.

Allseits recommended that Morris and Salage schedule a meeting with him to go over permit law and process. Additionally, Olson requested that Morris schedule a call with Nash and that he be invited to participate in the call.

Allseits then provided feedback and comment regarding the CUP for Kramer Mechanical Plumbing and Heating that was issued in 2008. He indicated that a separate CUP is likely needed for the bulk storage being requested given that the language of the initial CUP likely does not cover that component.

UPCOMING MEETINGS

- Town Board Monthly Workshop – September 1, 2026 at 5:30PM
- Town Board Workshop – September 8, 2026 at 5:30PM
- School Forest – August 31, 2026 at 6:00PM

The next Regular Town Board Meeting is scheduled for September 8, 2026 at 6:30PM

ADJOURNMENT
Cole moved to adjourn the meeting at 7:33 p.m. Henrickson seconded.
Motion carried (4-0)

Respectfully submitted by Kyle Salage, Clerk

Minutes Approved: September 8, 2026

Chairperson: _____
Jonn Olson

Attested: _____
Kyle Salage, Clerk