



## FOREST TOWNSHIP MEETING MINUTES

Date and Time of Meeting: January 13, 2026 6:30 p.m.		
Present: Tim Holzkamm, Barb Christiansen, Lynn Lindow, Carol Peterson, Donna Waliczek Absent: Karen Hefner Visitors: Rolf Christiansen, Steve Lindow, Helen Homer, Don Tschudi		
Agenda Item	Discussion Points/Notes	Actions/Follow-up Needed
Pledge of Allegiance Visitor Sign in		
Consent agenda: <ul style="list-style-type: none"> <li>• December 9, 2025, Minutes</li> <li>• Treasurers Report</li> <li>• Approval of Claims</li> </ul>	<ul style="list-style-type: none"> <li>• Review minutes.</li> <li>• Submit reports. **See attached memo from Treasurer</li> <li>• Submit claims.</li> </ul>	<ul style="list-style-type: none"> <li>• Motion by Lynn to accept consent agenda, second by Barb. Carried unanimously</li> </ul>
<ul style="list-style-type: none"> <li>• Public Comment</li> </ul>	<ul style="list-style-type: none"> <li>• Tim – 2026 DNR limit for Eel Pout 4 in possession</li> </ul>	
<ul style="list-style-type: none"> <li>• Re-Organization Meeting –</li> <li>• Clerk’s Report</li> </ul>	<ul style="list-style-type: none"> <li>• Review organization plan</li> <li>• PERA requested a new completed Member status verification report due by 2/28/2026 – Karen to submit</li> <li>• ALL township officers are invited to join the Minnesota Association of Townships for "Township Day at the Capitol" on Monday, March 2, 2026, in St. Paul.</li> <li>• Received 2026 Workers Compensation Certificate of Coverage for Forest Township - Becker.</li> <li>• MATIT - To assist with our annual process, please complete your 2025 Workers’ Compensation Payroll Audit for W-2 employees - Karen to submit.</li> </ul>	<ul style="list-style-type: none"> <li>• Minutes attached.</li> </ul>
Board Member Reports <ul style="list-style-type: none"> <li>• Town Hall</li> <li>• Trash/Recycle</li> <li>• Roads</li> <li>• Planning Commission</li> <li>• Weed Report</li> </ul>	<p>Working on updating Township Supervisor Board</p> <p>Going well</p> <p>Good shape</p> <p>No new permits from Becker County</p> <p>Annual Weed Report presented, signed by Chairperson Lynn will send. Copy for file</p>	<ul style="list-style-type: none"> <li>• Include on Feb. Agenda</li> </ul>

<ul style="list-style-type: none"> <li>Website</li> </ul>	<p>No reported issues</p>	<p>.</p>
<p>Old Business</p>	<ul style="list-style-type: none"> <li>Notary Services – should Karen update her designation</li> </ul>	<ul style="list-style-type: none"> <li>Applied for new application – will follow up with new stamp and register with Becker County</li> </ul>
<p>New Business</p>	<ul style="list-style-type: none"> <li>Paid sick leave – Lynn reported that Township has to set up an Employer accountant. Recommended that Donna and Karen be administrators. Township payment can be annual as payroll is only done annually</li> <li>Flag Monty Thelen donated the flag. Don Tschudi volunteered to take the flag to display at his Resort.</li> <li>Meeting with Becker County officials – Tim, Lynn and Barb met with Becker County officials: Erica Jepson; commissioner, Phil Hanson; commissioner, Carey Smith; County Administrator and Kyle Vareberg; Zoning to discuss shoreline issues. Information from County is that there are no permits required for Sand Blankets. To install a retaining wall property owner must submit to Becker County a plan from an engineer that would be reviewed by the county engineer. There are no restrictions on length. According to Kyle the Township could write their own regulations for shorelines and be responsible for enforcement. Supervisors discussed doing some more information gathering with Hubbard and Ottertail Counties, COLA, DNR &amp; Soil &amp; Water and MN regulations</li> <li>Cannabis Joint Powers Agreement. Kyle Vareberg, County Zoning presented the idea of signing a joint powers agreement regarding cannabis growing and dispensing. Kyle stated the County would prove the Agreement to sign but Township would hold the liability. Township Zoning Ordinance prohibits the development of Commercial business in the Conservation Zone and Lynn was going to look at County zoning setback requirements. Should consult with Township attorney.</li> <li>PERA – Donna discussed the number of current and past officials who would qualify for their retirement through PERA but unfamiliar with what actions or information is need to apply.. Carol will call to find out and report to Donna</li> <li>Annual Report of Indebtedness – Donna reviewed report that shows the Township had no debts in 2025. Tim signed and Donna will mail to Becker County.</li> </ul>	<ul style="list-style-type: none"> <li>Motion by Lynn to name Karen and Donna as account administrators of State Sick Leave Acct. Second by Tim. Carried unanimously,</li> <li>Agenda item for Annual March Meeting</li> <li>February Agenda item</li> </ul>

Adjourn		<ul style="list-style-type: none"><li>• Motion by Barb to adjourn. Second by Lynn, motion carried unanimously</li></ul>
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Tim Holzkamm Date

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Barb Christiansen Date

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Lynn Lindow Date

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Karen Hefner/Clerk Date