

Planning Commission Minutes 7/20/26

Meeting called to order at 6:30 PM July 20, 2026

Attendance:

Committee Members: Rolf Christiansen, Lynn Lindow(Forest Township Supervisor), Carol Peterson, John La Fond

Absent: Jesse Krasean

Visitors: Tim Holzkamm, Monette Lundquist, Paul Lundquist, Patti Groslie, Gary Groslie, Steve Lindow, Steve Keogh, Barb Christiansen, Donna Keogh, Bill Spartz, Pat Sweeney, Zeb Haney, Kurt Withnell, Jerry Schwitters

Motion to approve the June 1, 2026 Minutes was made by Lynn L., seconded by Carol P. Motion was approved.

Agenda and the June 1 Minutes were available to visitors.

The meeting was opened to comments from the floor with a 3-minute limit. Comments included:

- Concern over the surveys being numbered and some people not responding because of that. We explained that the numbers are meant to ensure that we got only one response from each address.
- Why aren't the minutes put out until they are approved? Our concern is that the minutes could contain errors and we want them to be accurate to avoid misunderstandings. Lynn also commented that she had contacted the township lawyer and he strongly recommended against issuing the minutes until they are approved.
- What if there are duplicate numbers returned? Answered by saying that when we open the envelopes, we have a sheet numbered 1 – 224 where we will mark off the number as it occurs. If any duplicates are encountered, we will try to determine which is the original and only count that one. We will not count the duplicate. We will keep all survey responses, regardless.
- What if someone got one and there's more than one person/owner? Do they still only have one survey? Yes, they have to come to an agreement on how to answer the questions.

John shared that the surveys were numbered, stuffed into envelopes, and labeled at his house on June 12 by a group of people. Surveys were mailed on June 14. He said there is no record anywhere linking the numbers to names of survey recipients. The numbers are meant to ensure that we got only one response from each address.

Rolf explained the plan for tallying the survey results using tally sheets. John added that we would first open the survey letters and separate the surveys from the letters to further guarantee anonymity. There was discussion of cutting the numbers off the surveys to remove any perception of a connection between the survey and the respondent. But after the reason for the numbers was explained to those in attendance, they decided that removing the numbers was unnecessary.

Started opening envelopes at approximately 6:50. Decided to count the envelopes first. Some surveys were “returned to sender” Ended up with 7 of those. These are not included in any totals.

Ended up with 130 total surveys returned out of 223 total sent out. This is a 58% return rate.

Returns by area:

Bass Lake = 7

Big Basswood Lake = 4

Bad Medicine Lake = 110

No Lake indicated = 9

John said that per info pulled off the internet from several sources a good return rate for a mailed survey is 30-40% and an excellent return rate is 50%+. So, we have an excellent return rate. To confirm this John was asked to read what he had garnered from the internet and he did, confirming the above conclusion.

4 people opened envelopes and called out survey numbers to Carol who recorded the survey numbers on the tally sheet. Found one survey with the number blacked out. This survey will not be counted. Found less than 5 envelopes with more than one survey in them, but only one of those had a duplicate number. The other envelopes containing more than one survey were found to have surveys with different numbers. Eg, different respondents apparently shared the same envelope.

Survey number 191 was duplicated. We could not determine which if either was an original. We decided to keep both together and include the comments from the surveys, but not include the responses to the questions.

Paul Lundquist requested that the minutes note that he was not a member of the group that sent the “Open Letter” to the Citizens, Residents, and Property Owners of Forest Township. We said we appreciated that point and would include it.

Once all the envelopes had been opened, we counted up the tally sheet and were able to reconcile back to the 130 surveys received. The envelopes were all disposed of.

2 teams consisting of Planning Committee members and Barb Christiansen then tallied results for the surveys. Tallying involved marking the answer for each question on tally sheets. Totals for each question will be added up at a later date. A few surveys had only a check mark where a numerical response was requested. The response to any question on surveys such as this were considered nonresponsive and not tallied. All other results on those surveys were included.

Finished tallying at approximately 8:30. There was interest in finding the results for question # 7, so we did a preliminary tally of the yes answers and the no answers for that question. Question 7 stated "Would you support regulations concerning the use of wake boats?"

The result was 94 "Yes" and 31 "No". The total that answered the question was 125. There were some surveys that had no answer for question 7. That means that of the 125 that answered that question 75% answered yes and 25% answered no.

John moved that we have results available for our next meeting. Discussion clarified that the next meeting will be on 8/3/26 at 6:30 PM. Carol seconded the motion and the motion passed unanimously.

Barb Christiansen volunteered to take the surveys to type up the comments. John will take the tally sheets and accumulate the results to have available for the next meeting.

Next meeting scheduled for August 3, 2026 at 6:30 PM at the Forest Township Town Hall.

Motion to adjourn the meeting by John, seconded by Lynn at approximately 8:40 PM. Unanimous vote to adjourn.

Respectfully submitted by John La Fond