

TOWN OF SCHROEDER

Minutes for Regular Board Meeting on September 10, 2024

Present: Supervisors Bruce Martinson, Tina McKeever, Cathy Johnson; Treasurer Carla Menssen; Clerk Amy Brugge, Fire Chief Phil Bonin; residents of Schroeder.

C. Johnson moved to approve the agenda as presented. T. McKeever seconded the motion. Motion carried unanimously.

C. Johnson moved to approve the regular August 14, 2024 meeting minutes and T. McKeever seconded the motion. Motion carried unanimously.

Treasurer's Report – reported by Treasurer Carla Menssen, for August 2024

Disbursements = 4,984.84 Receipts = \$5,389.90 Total Financial Assets = \$456,916.92

T. McKeever moved to pay checks #5836 - #5843 and #5861-#5870 (VOIDED #5866 & #5867), totaling \$99,954.09 and to accept the treasurer's report as presented. C. Johnson seconded. Motion carried unanimously.

West End Lodging Tax for June = \$7,041.14

Commissioner Storlie's Report – not present

Fire Department Report – Had a meeting last night with good attendance. New airpacks have arrived and has led to some discussion around the filling system from the old airpacks being used on the new ones given the difference in PSI and cylinders. Will need to further communicate with vendor regarding the filling system capabilities and/or potential upgrades but will be able to work with Town of Tofte in the interim for any filling needs. A new credit card has arrived for purchasing fuel for the fire trucks. The department will be reviewing some of the wildland gear for firefighting. Positive reaction to the Board-approved increase to the Statewide Volunteer Firefighter Plan through PERA.

Road & Bridge Report – Chair B. Martinson recently met with a FEMA representative at the Town Hall to begin the application and provide necessary information regarding flood damage. Will have another meeting on 9/17/24 with 3 FEMA representative and will go on-site to inspect.

Local resident inquired about FEMA's individual assistance program and Chair B. Martinson identified that the application process is still open and that there is a temporary office open in Virginia, Minnesota to assist those across the Northland.

Unique Entity ID for FEMA application – Clerk A. Brugge provided an overview of the on-going process to re-register the town's expired Unique Entity ID with the federal government. Had to

submit a second notarized letter to name Clerk A. Brugge as the administrative superuser of the SAM.gov platform. Clerk A. Brugge created user accounts for all other board members inside that platform. Then initiated an application to update the expired Unique Entity ID number for the municipality. First application to update the Unique Entity ID was denied by the Department of Defense Logistics Agency (DLA) which has ownership of the CAGE code (another necessary identifier) due to discrepancies in the legal business name (Town of Schroeder vs. Schroeder Township) between SAM.gov database, IRS, and DLA. Will be working to submit additional documents to the federal government to proceed with a second application and hopefully resolve the naming incongruity between federal databases.

Supervisors further discussed mitigation efforts needed to prevent future potential for flash flooding on the Sugar Loaf Road.

C. Johnson informed the Board that Curtis Laboda has acquired a mower for brushing on roads and could be available for future work. Another contractor has already been scheduled to do brushing on the Sugar Loaf Road for the first half of October but could consider Curtis Laboda for brushing work on the Skou Road still this year.

Skou Road – There was discussion regarding snow plowing work on the Skou Road over the past winter. Board identified that contract language, across contractors, could be updated prior to re-contracting. Chair B. Martinson will have a conversation with contractor regarding concerns that were vocalized. C. Johnson expressed a desire to invite snow plowing contractor to next monthly meeting to further discuss. B. Martinson will reach out and make the invitation.

C. Johnson also discussed her desire for the Board to develop an Emergency Plan to be better prepared in the event of future emergency scenarios. A sample emergency management plan was provided to all Supervisors to review and consider for future reference, perhaps as a project to undertake in the months ahead.

T. McKeever noted that she was very happy with the repair and resurfacing work completed by Curtis Laboda on the Sugar Loaf Road.

Cemetery – No new updates

Recreation – T. McKeever noted that some weeds have grown up around a bench and that perhaps it should be moved forward further. There is also a new bench by Baraga's Cross installed by the Diocese. T. McKeever will reach out regarding dock removal at Dyer Lake.

Town Hall – T. McKeever will continue to contact potential contractors regarding furnace work. A new town hall rental was added for a memorial service on September 21, 2024.

Other Business:

Cook County Auditor Request Regarding Election Funds – received a request from Cook County Auditor regarding the Voting Operations, Technology, and Election Resources (VOTER) Account Agreement.

T. McKeever moved to adopt Resolution No. 2024-4 in which the Town of Schroeder agrees to allow Cook County to retain all Voting Operations, Technology, and Election Resources (VOTER) Account Funds received. C. Johnson seconded the motion. Motion carried unanimously.

Temperance Liquor License – Renewal of annual liquor license and seeking approval of a one-day on-sale license for October 5th for an Oktoberfest event.

T. McKeever moved to approve the renewal of the liquor license for Temperance Liquor, LLC. and approve a one-day on-sale license for October 5, 2024. C. Johnson seconded the motion. Motion carried unanimously.

Clerk Brugge will notify the Cook County Auditor's office of the liquor license renewal and the approval of the one-day on-sale license.

Unique Entity ID for FEMA Assistance – addressed in Road & Bridge report due to relationship with FEMA assistance

MN Power 40 Acres on Cramer Road – MN Power Allete has entered into an agreement to be acquired by a partnership led by Canada Pension Plan Investment Board (CPP) and Global Infrastructure Partners (GIP). B. Martinson was invited to an event in Grand Rapids focused on introducing community leaders in Northeastern Minnesota to various corporate representatives. The acquisition will be subject to approval through the State of Minnesota. B. Martinson discussed the 40-acre land opportunity with Eric Foresman from MN Power Allete and B. Martinson re-confirmed the desire to proceed with a purchase agreement. B. Martinson felt the trip to the event in Grand Rapids was productive overall.

Correspondence:

Sent – Letter for Skip Lamb prepared by Treasurer Menssen

Received – IRS has sent two notices that the quarterly tax payment is overdue despite the U.S. Treasury having cashed the check on 7/15/2024. Clerk A. Brugge spent 5 hours on the phone trying to obtain assistance to ensure that the payment was applied to the correct account for the correct time period. Still awaiting written confirmation regarding previously submitted letter naming Clerk A. Brugge as the responsible party and confirming the town's mailing address.

Public Comments: N/A

T. McKeever moved to adjourn. C. Johnson seconded. Adjourned at 8:38pm.

Respectfully submitted,

Amy Brugge, Clerk

SCHROEDER TOWNSHIP, MINNESOTA

Resolution # __2024-4__

**Voting Operations, Technology, & Election Resources
(VOTER) Account Agreement**

BY AND BETWEEN: Township of Schroeder, P.O. Box 60 Schroeder Town Hall, Schroeder, MN 55613

AND: Cook County Minnesota, 411 West 2nd Street, Grand Marais, MN 55604

WHEREAS, effective July 1, 2023 the State Legislature created the Voting Operations, Technology, & Election Resources (VOTER) Account in accordance with the requirements of Minnesota Statutes section 5.305 to help municipalities with the rising costs of elections, and

WHEREAS, the state allocated \$1.25 million to the account in 2023 and \$3 million in 2024, and intends to continue allocating funds in future years, and

WHEREAS, Cook County is required to work with its local units of government to determine how the funds will be allocated within the county, and

WHEREAS, Cook County currently administers the absentee, mail and polling place balloting for all precincts in Cook County, and

WHEREAS, Cook County pays for all maintenance for all election equipment utilized by the local units of government,

NOW, THEREFORE, BE IT RESOLVED, that the **Township of Schroeder** does hereby agree to allow **Cook County** to retain all Voting Operations, Technology, & Election Resources (VOTER) Account Funds received.

Adopted this __10th__ day of _October____, 2024

__T. McKeever__ moved the approval of the foregoing agreement and the same was declared adopted upon unanimous vote of all members present. Absent: __0__

Attested and witnessed:

Amy Brugge, Township Clerk