

# **TOWN OF SCHROEDER**

## **Minutes for Regular Board Meeting on March 10, 2025**

Present: Supervisors Bruce Martinson, Tina McKeever, & Cathy Johnson; Treasurer Carla Menssen, Clerk Amy Brugge, Fire Chief Phil Bonin, and Residents of Schroeder (all via Zoom).

B. Martinson & Clerk Brugge requested to add Annual Meeting as a topic under Other Business to address gift certificates for Annual Meeting door prizes and the 2025 Requests for Support to be presented to at Annual Meeting. B. Martinson requested to add Taconite Harbor Strategic Plan to the agenda under Other Business. Clerk Brugge requested to have a closed session after all regular business to address documents received from Smith Law Firm.

**C. Johnson motioned to approve the agenda as amended. T. McKeever seconded the motion. Motion carried unanimously.**

**C. Johnson motioned to approve the minutes for the February 11, 2025 Regular Meeting. T. McKeever seconded the motion. Motion carried unanimously.**

**T. McKeever motioned to approve the minutes from the February 11, 2025 Board of Audit Meeting. C. Johnson seconded the motion. Motion carried unanimously.**

**Treasurer's Report** - reported by Treasurer C. Menssen for February 2025

Disbursements = \$15,725.53   Receipts = \$451.45   Total Financial Assets = \$491,496.12

**T. McKeever moved to accept the treasurer's report and approve claims presented of \$9,278.39 paid by checks #5978 - #5995. C. Johnson seconded the motion. Motion carried unanimously.**

**West End Lodging Tax** – October 2024 = \$4,233.40; November 2024 = \$1,911.32; December 2024 = \$5,898.38

**Commissioner's Report** – No report; Commissioner Storlie not present.

**Fire Department Report** – Cody DeWandeler will serve as the new Fire Chief upon Chief Bonin's retirement (effective April 1, 2025). Chief Bonin detailed that he had been working to clean up old administrative files prior to his retirement. Will continue work to find a solution for what to do with old air tanks. Chief Bonin is obtaining additional training videos on wildfire preparedness. C. Johnson inquired about the Cook County Emergency Services Conference in May and Chief Bonin confirmed his awareness of the dates and content and stated that he has presented it to department members so they can determine if they will register. There has

again been discussion with Tofte Fire Department about a combined force and Chief Bonin has provided them with contact information for an individual at the state Fire Marshall's office to learn more about the process, particularly in regards to retirement plan differences between the two departments. Board of Supervisors reconfirmed their approval of continued discussion about combining volunteer firefighter departments. The Board of Supervisors again recognized and thanked Chief Bonin for all of his years of service and wished him a happy retirement.

**Road & Bridge Report** – Supervisors reviewed the two road signs pertaining to curves purchased for Sugarloaf Road. B. Martinson reported receiving calls from FEMA to make it official that FEMA is no longer involved in the Sugarloaf Road project and that going forward the township would only be working with the State of Minnesota Emergency Management Office to obtain reimbursement for the appropriate monetary percentage/amount related to flooding mitigation work to be completed later. B. Martinson reported unfreezing a culvert where water levels had begun to increase and that he removed the minimum maintenance signs from Sugarloaf Road.

**Cemetery** – A tree has gone down near the water tank (fallen towards the graves). C. Johnson has already contacted the contractor. Currently awaiting a quote and completion of the removal of the downed tree.

**Recreation** – The contractor who had previously provided lawn services for the township has stated that he will not be bidding for Summer 2025 due to his full-time employment. Posting for bids will be in Cook County Herald for 2 weeks with bids due by 5pm on Friday, April 4<sup>th</sup>.

**Town Hall** – C. Johson obtained “watch your step” stickers for the building entrance. The contractor for the furnace and air exchange unit completed nearly all work today but will still need to return with electrician to finalize some wiring components. C. Menssen communicated an inquiry from a wedding party that is holding a reception at the town hall next fall as they would like to request taking metal township chairs to the Tofte Town Park for their wedding ceremony. Supervisors discussed the request and determined it would be allowed if the rental party ensures that chair seats and legs are fully cleaned and/or towed off prior to return.

**Land Use Plan Committee** – Next meeting will be held on Tuesday, March 25, 2025. Supervisors discussed how to include input from the public without slowing the pace of the committee meeting and ideas for seeking public feedback once the committee has prepared a final draft for review.

#### **Other Business:**

**Emergency Operations Planning** – C. Johnson expressed her concern around when the last updates had occurred to the Cook County Emergency Operations Plan (2019), the Cook County Hazard Mitigation Plan, and the Community Wildfire Protection Plan (2017). It was determined that an invitation would be extended to have the Cook County Emergency Manager attend the May 2025 Board of Supervisor's meeting. It was suggested that the Supervisors consider

inviting the townships of Lutsen and Tofte to the meeting and have input from across the west end of the county.

**Gift certificates for Annual Meeting** – The town was presented with two \$100 gift certificates from Arrowhead Cooperative (one for electric and the other for broadband) as door prizes for the Annual Meeting on March 11, 2025.

**C. Johnson motioned to accept the two \$100 gift certificates from Arrowhead Cooperative and for the gift certificates to be used as door prizes for residents at the 2025 Annual Meeting on March 11, 2025 in accordance with Minnesota State Statute 465.03 as delineated in Resolution 2025-2. T. McKeever seconded the motion. Motion carried unanimously.**

**2025 Requests for Support to be presented at Annual Meeting** – Two request for support were received from the Town of Tofte; \$12,000 for the Rescue Squad and \$5,000 for Birch Grove Community Meal program. B. Martinson added a request for support for the Timberwolves Sportsman Club for \$1,000. It was also discussed that normally there is an annual request from the Town of Tofte of \$1,500 for 4<sup>th</sup> of July Fireworks, but this year no request has been received. It is possible that a resident could make a request to support Tofte's Annual Fireworks during the Annual Meeting. The three submitted requests will be presented for citizens' consideration and voted on during the March 11, 2025 Annual Meeting in accordance with Minnesota State Statute 365.1 Subd. 14.

**Taconite Harbor Strategic Plan** – B. Martinson provided an update to Supervisors regarding the EDA's Taconite Harbor Strategic Plan. The EDA Board has formed a subcommittee dedicated to the Taconite Harbor Strategic Plan and will be putting out an RFP for a consultant/project manager. Supervisors expressed their concern with not having representation from the Town of Schroeder on the subcommittee and the lack of representation for Minnesota Power (ALLETE, Inc.). B. Martinson intends to attend the next EDA meeting on Tuesday, March 18, 2025, and express the Supervisors' concerns.

**PERA** – Clerk Brugge reported having contacted PERA again to inquire when the township would receive a bill for the 2024 omitted deductions for non-elected employees. There was a request from PERA for additional details related to March 2024 employee earnings. It is anticipated that a bill will be received by the end of the month.

#### **Correspondence**

**Sent** – Clerk submitted 2024 Financial Report to Minnesota State Auditor's office

**Received** – St. Louis County HOME program letter

**T. McKeever motioned to adjourn. C. Johnson seconded the motion. Motion carried unanimously and meeting was adjourned at 9:09pm**

**T. McKeever motioned to begin a closed session to review documents received from Smith Law, PLLC related to the Bierbaum Trust and Skou Road. C. Johnson seconded the motion. Motion carried unanimously and a closed session was initiated at 9:09pm.**

**T. McKeever motioned for the Chair of the Board of Supervisors to sign the legal document received from Smith Law, PLLC related to the Bierbaum Trust and Skou Road. C. Johnson seconded the motion. Motion carried unanimously.**

**T. McKeever motioned to adjourn the closed session meeting. C. Johnson seconded the motion. Motion carried unanimously and the closed session meeting was adjourned at 9:23pm.**

## RESOLUTION ACCEPTING DONATIONS

WHEREAS, Schroeder Township is authorized to accept and maintain donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS, The following persons and entities have offered to contribute the donations set forth below to the township:

<u>Name of Donor</u>	<u>Donations</u>
1. Arrowhead Coop.	2 - \$100. <sup>00</sup> Gift Certificates

WHEREAS, the terms or conditions of the donations, if any, are as follows:

<u>Donation Number</u>	<u>Terms or Conditions</u>
	<i>To be used as door prizes at annual meeting on March 11, th 2025</i>

WHEREAS, All such donations have been contributed to the township for the benefit of its citizens, as allowed by law; and

WHEREAS, The Township Board finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF Schroeder TOWNSHIP, Cook COUNTY, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted and shall be used in accordance with noted terms or conditions either alone or in cooperation with others, as allowed by law.
2. The town clerk is hereby directed to acknowledge to each donor the town's acceptance of the donor's donation.

Adopted by the Town Board of Schroeder Township on 3/10/25.

Approved:

  
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Chairperson

Attested:

  
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Clerk