

# TOWN OF SCHROEDER

## Minutes for Regular Board Meeting on January 13, 2026

Present: Supervisors Bruce Martinson (via Zoom), Tina McKeever, & Cathy Johnson; Treasurer Gordon Engstrom, Clerk Amy Brugge (via Zoom), Fire Chief Cody DeWandeler (via Zoom), Cook County Planning & Zoning Administrator Neva Maxwell (via Zoom), & residents of Schroeder.

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

**C. Johnson motioned to approve the December 9, 2025 meeting minutes. T. McKeever seconded the motion. Motion carried unanimously.**

**Treasurer's Report** – Treasurer G. Engstrom presented the treasurer's report and noted that second half tax payment and the Minnesota Township Aid were both received. The transition to Quickbooks is proceeding and employees were provided direct deposit forms to complete. The budget will be reviewed during the regular February meeting and the Board of Audit meeting will immediately follow the regular February meeting. Treasurer Engstrom also presented a list of proposed fund transfers to bring balances into the positive for 2026. Lastly, Treasurer Engstrom informed the Board at the end of meeting regarding his plan to resign this summer, as he will be moving out of the region.

Disbursements = \$6,219.50    Receipts = \$24,204.33 + 326.38 in interest  
Total Financial Assets = \$448,041.12

**C. Johnson motioned to accept the treasurer's report and approve claims presented of \$5,803.71 paid by checks #6182 - #6198. T. McKeever seconded the motion. Motion carried unanimously.**

**West End Lodging Tax** – October 2025 = \$5,271.42                      November 2025 = \$1,389.52

**Funding Request:** A funding request was made to support the West End New Year's Eve Party.

**C. Johnson motioned to approve funding support to West End Connect for \$565 for New Year's Eve Party. T. McKeever seconded the motion. Motion carried unanimously.**

**C. Johnson motioned to approve the transfer of \$26,100 from the general fund to each of the following as listed; \$22,000 to Road & Bridge, \$300 to Cemetery, \$1,600 to Rescue Squad, \$2,200 to Recreation. T. McKeever seconded the motion. Motion carried unanimously.**

**Cook County Planning Commission** – Administrator Neva Maxwell provided the board with an update regarding the conditional use permit for a cell phone tower on a parcel near the count

line. The permit was granted approximately a year ago and the request is now to amend to adjust for setbacks with a location change on the parcel due to wetlands that were not considered in the original application. The public hearing regarding permit amendment is on February 11, 2026. Neva Maxwell also discussed a meeting she had with private property owners around Dyers Lake about concepts of residential subdivision around the area. She stated that she encourage the group of individuals to connect with the Town Board of Supervisors and discuss their ideas at a regular board meeting.

**Commissioner Storlie** – N/A

**Fire Department** – Fire Chief DeWandeler reported on the 2025 fire calls. There were 38 total calls including 15 motor vehicle accidents, 5 structure fires, 4 wildfires, 1 search & rescue call, 2 carbon monoxide calls, and 11 false or canceled in route pages. Jay DeCoux from Cook County dropped off 10 of the 11 new radios with an invoice. One radio is a dual-band in order to communicate with the forest service. Chief DeWandeler also noted that the department is still working on the recruitment of 2 new members, which may require the acquisition of 2 new sets of turnout gear. Nick Olsen will be the provider of a shipping container to be used for fire equipment training and submitting an invoice soon.

**Road and Bridge** – There was ongoing discussion among board members regarding the possibility of weight restrictions and/or axle fees for truck traffic on Sugar Loaf Road. Chair Martinson reported on a conversation he had with a local gravel business regarding the idea of a surcharge. Chair Martinson has continued to research options around counties statutory ability to have an aggregate tax on gravel. Snow plowing continues to look good thus far this winter.

**Cemetery** – One downed tree was removed in the month of December by a contractor.

**Recreation** – nothing to report at this time

**Town Hall** – Clerk Brugge report on the on-going challenges with the town hall front door in the cold temperatures. The broken door may need to be replaced by summer.

Had previously discussed the funding request around the New Year's Eve Party and subsequently addressed the waiver of the associated rental fee.

**T. McKeever motioned to approve the waiver of the town hall rental fee for West End Connect New Year's Eve Party. C. Johnson seconded the motion. Motion carried unanimously.**

**Taconite Harbor Strategic Plan Update** – Clerk Brugge reported on the 12/17 and 1/7 Taconite Harbor Advisory Group meetings. The topic of the December meeting was the environmental context in relation to the site and the January meeting covered the economic context. All presentation slides from those informational sessions for the advisory group are available on the EDA website. The environmental context meeting overviewed species, wetlands, the North Shore Management Plan, bluff setbacks, and anticipated necessary permits. The economic

context meeting overviewed the demographics and economics of Cook & Lake County, overview of the mining economy, and a market analysis for industrial, resort, and residential options on the site. The January & February meetings will focus on a visioning project for the site with the intent being that those visions will be presented publicly this spring.

#### **Other Business:**

**MNDOT Hwy 61 Corridor Study Technical Advisory Committee** – The first committee meeting was held in December at the Tofte Town Hall with nearly 30 representatives (in-person & virtually) from across state & county agencies, and with Chief DeWandeler representing Schroeder & Clerk Brugge representing Tofte. The group provided data from various studies on the highway regarding speed, accidents, etc. There is intent for a Community Advisory Committee to be formed in a few months and a public hearing with community members at some point in the spring.

**2026 Township Elections** – Carla Menssen has agreed to be an election judge. Deidre LaRock-Muggley has agreed to be an alternate pending availability. Clerk Brugge was directed to reach out to Madysen McKeever regarding her willingness to serve both as an election judge and a deputy clerk to record the minutes during the Annual Meeting.

**West End Emergency Preparedness** – next meeting will be held on Tuesday, January 27<sup>th</sup> at the Tofte Town Hall. C. Johnson attended the Cook County bi-monthly meeting and will continue follow-up on the approval and final release of the County's Hazard Mitigation Plan.

**Gravel Conditional Use Permit** – Clerk Brugge sought to confirm whether or not the township wished to continue to renew its gravel conditional use permit on 2 parcels of land. The Board directed the Clerk to complete the required conditional use permit renewal application with the County on behalf of the township.

#### **Correspondence**

Sent – 2025 Q4 Unemployment Wage Report, 2025 Q4 MN Paid Leave Report, 2025 Q4 IRS 941 filing, 2025 MN Sales Tax Report, 2025 PERA Annual Exclusion Report

Received – Annual Trucking Report submitted by Skip Lamb

**Public Comments** – Skip Lamb announced that he had filed to run in the 2026 Township Election for the open Supervisor seat. A property owner from Cliff Cove requested being added to the township meeting notice distribution list.

**C. Johnson motioned to adjourn the meeting. Seconded by T. McKeever. Meeting adjourned at 8:12pm**

Respectfully submitted,

Amy Brugge, Schroeder Town Clerk