

TOWN OF SCHROEDER

Minutes for Regular Board Meeting on May 12, 2026

Present: Supervisors Tina McKeever, Bruce Martinson & Horace Lamb; Treasurer Gordon Engstrom, Deputy Treasurer Jennifer Yeary, Clerk Amy Brugge, Fire Chief Cody DeWandeler, Cook County EDA Director Lucas Wakefield, Cathy Johnson, Tom Dwyer, & residents of Schroeder.

Supervisor Martinson motioned to approve the agenda with the additions of new EDA Director – Lucas Wakefield, Tom Dwyer – special request on Sugarloaf Road, Cramer Road – property concern, and Manitou & Little Manitou River signs. Supervisor Lamb seconded the motion. Motion carried unanimously.

Supervisor Martinson motioned to approve the April 14, 2026 regular meeting minutes and the April 29, 2026 emergency meeting minutes. Supervisor Lamb seconded the motion. Motion carried unanimously.

Treasurer's Report – Treasurer Engstrom provided the treasurer's report that included an overview of investments and monthly expenditures.

Disbursements = **\$30,010.30**

Receipts = **\$839.18** in interest

Total Financial Assets = **\$429,085.46**

Supervisor Martinson motioned to accept the treasurer's report and approve claims presented of \$10,523.11 paid by checks #6244 - #6257, \$358.32 in EFT, and \$2,521.04 in payroll for a total of \$13,402.47. Supervisor Lamb seconded the motion. Motion carried unanimously.

West End Lodging Tax – No updates at this time

Treasurer Position Update – Treasurer Engstrom will be moving in June; last meeting will be on 6/9/26 and the township will then appoint new treasurer. There is potential Treasurer Engstrom could serve as deputy treasurer remotely.

Road Restriction Exception Request - Tom Dwyer requested an exception to spring weight restrictions for his gravel trucks about spring road ban. The current weight restrictions may be lifted next week, but is currently asking to have access along the Sugarloaf Road sooner. He is seeking permission for his trucks until the county lifts the ban on the Cramer Road, as there are many customers needing gravel for driveway repairs given the level of washouts this spring. The Upper Sugarloaf Road is now repaired. Supervisors asked about willingness to repair any damage incurred by early use of Sugarloaf prior to season lifting of ban and Tom Dwyer agreed that would be possible.

Chair McKeever motion to approve gravel truck traffic by Tom Dwyer's organization if bans are not lifted by Friday, May 15th with the expectation that he would responsible for repairs for

any damage incurred due to early use of gravel roads. Seconded by Supervisor Lamb. Motion carried unanimously.

Cook County EDA - Lucas Wakefield is the new Director. He previously served as the city of Staples economic director and prior to that worked for Headwaters Regional Development in the Bemidji area. Supervisor Martinson summarized that it is the position of the board that MN Power leads the future efforts with the Taconite Harbor development, not the Cook County EDA, as MN Power is the current property owner.

Commissioner Storlie – N/A

Fire Department – Chief De Wandeler reported that there was 1 call in April, which was a mutual aid request for a landing zone at Taconite Harbor. Recently attended the cooperators meeting, which is a yearly mutual aid sign-off throughout the county & with MN DNR. There was a grass fire on the Sugarloaf Road on 5/3, which was attended by MN DNR and Forest Service, and other township departments. The state is going to charge the property owner since there was a burning ban in place at the time. The Schroeder department will be submitting an invoice to the MN DNR for a run rate for \$500.

Supervisor Lamb motioned to bill the MN DNR \$500 through mutual aid agreement for 5/3 fire. Supervisor Martinson seconded. Motion carried unanimously.

AEDs have finally shipped – there will be one located upstairs in the town hall, one downstairs, one in the main engine, and one at post office. That leaves two additional ones with locations to be determined. Will be ordering additional AED signage to accompany the units.

Fire extinguishers and safety alarm inspection occurred in the building last month; no update yet on the grant. Department members practice vehicle extrication at their last training session.

Road and Bridge – Sugarloaf Road Emergency Repairs – main road is now repaired. There was discussion on additional culverts that may be in disrepair due to their age. Will continue to move forward with the overflow pipe at the culvert/stream where flooding occurred in April. Contractor expects that with these swaps the overall project would still come in under the \$25,000 amount approved during the April 29, 2026 emergency meeting.

Chair McKeever motioned to authorize the contractor to replace 48x30 ft culvert on Sugarloaf Road with one with additional length. Supervisor Lamb seconded the motion; Discussion regarding extension of 10 ft. Motion carried unanimously.

MNDOT Hwy 61 Resiliency Study – Chair McKeever & Clerk Brugge attended committee meeting on 5/1. This committee will be discussing what happens if Highway 61 is compromised and what alternative paths may be. Chief DeWandeler spoke about the emergency management group, as he was the only fire chief who attended. MNDOT has discussed having an open house this summer and/or meet with townships directly about planning evacuation routes.

Weed Inspector Training – Cook County Agriculture Inspector Tia Parks provided a 30 minute training about noxious weeds on WTIP recently. Under state statute all town supervisors are weed inspectors. Chair McKeever would like more time to review the training material

provided. The board further discussed the implications of this and will be inviting Tia Parks to a future meeting to better understand their role and responsibilities.

Cemetery – Water tank has been refilled and it may need a tank wash. Supervisor Martinson discussed looking to hire Gerry Lawrence to assist with raking & re-seeding work, and contacted a contractor about an order of black dirt. Supervisor Lamb talked to Bryan VanDoren about assembling the repaired gate on site.

Recreation – Dyers Lake Dock needs to eventually be replaced; Curt LaBoda is going to put it in for the season and the township will continue to use it on a temporary basis. Supervisor Lamb contacted Silver Bay about whether there any extra docks available. Supervisor will continue seeking a used dock as a replacement.

Town Park Beach Sign – someone has placed a Private Beach sign at the town park on the signpost that hold the aquatic invasive species information (on town land). Supervisors discussed the property lines and ownership of parcels. Will seek legal description of property and consider removal of the private beach sign.

Town Hall – Supervisor Lamb will talk contractors about door replacement project and given the rental season may consider replacement after Labor Day.

West End Emergency Group – Cathy Johnson overviewed the committee meeting that was held last week. The group has committed to doing West End Emergency informational event in August – looking at Aug 15 or Aug 22. It would be an open house a Birch Grove and each West End township may bring a fire truck and volunteers. The group is seeking grant dollars for giveaway prizes and will also be seeking gift cards for drawings. All drawings would require individual to be present to win. The group next meets on 6/3 at Tofte Town Hall to further discuss planning items. Schroeder Township prefers the date of August 15th and will find 8/22 acceptable. Chief DeWandeler will bring 1 brush truck to the event.

Taconite Harbor Strategic Plan Update – Clerk Brugge overviewed the April 2026 meeting, which was the last meeting. Two visions for the site were presented by the consulting group. There will now be an open house on Monday, June 15th from 4-7pm at the Schroeder Town Hall, followed by a presentation to the Cook County EDA at 4pm on June 16, 2026.

Other Business:

Manitou River Highway 61 Signs – Supervisor Martinson stated that these signs were removed several years ago but they have not been replaced with new indigenous naming signs yet. Supervisor Martinson proposes contacting MNDOT and possibly writing a letter this summer.

Facilities/Maintenance Position – Supervisor Martinson recommends hiring Gerry Lawrence as a seasonal six-month employee to assist with maintenance projects across town properties.

Chair T. McKeever motioned to hire Gerry Lawrence as a six-month seasonal employee at \$30/hr. Supervisor Lamb seconded the motion. Motion carried unanimously.

Cramer Road Property Concern – There are concerns about the amount of junk on particular properties located on the Cramer Road. Jurisdiction for this issue is a county issue and should be reported to Cook County Land Services.

MN Tax Withholding Returns & Minnesota Paid Leave 2026 Q1 Report – Clerk Brugge reported that she worked with the MN Department of Revenue to create a Tax Withholding account for the township, as it appears it was closed in 2001 as the township did not have any withholding tax. There are now employees that will trigger withholding. Given the reactivation of the account, the state required quarterly reports going back four years. Clerk Brugge has completed and submitted all past due withholding reports and Quickbooks will now be able to submit & pay this on a quarterly basis.

Clerk Brugge reported that the 2026 Q1 MNPFML, Quickbooks submitted was incorrect. It appears that Quickbooks will not be capable of handling this in an automated manner given the specific rules for reporting elected officials. Clerk Brugge submitted adjustments to the report online. Quickbooks paid the MNPFML amount due on one of the townships two accounts instead of dividing the amount accordingly across the two, resulting in an overage on one account and an underpayment on the second. Clerk Brugge believes this will be resolved when she manually reports and pays the Q2 amounts in July.

2026 Funding Requests – SAHS \$5000 request was previously tabled. Supervisor Lamb reported having a discussion with MAT attorneys while attending the MAT officer training and they would not give a legal opinion regarding funding for non-county historical societies. The board again tabled the topic and will resume discussion during the June meeting.

Correspondence

Sent – 2026 Q1 MN Tax Withholding Return, 2025 Q1- Q4 MN Tax Withholding Return, Adjustment to 2026 MN Q1 Unemployment Wage Report, Adjustment to 2026 Q1 MN Paid Family & Medical Leave Report

Received – MN Dept of Revenue Letters #L1583957856, #L1096370016, & #L0404375392

Public Comments – N/A

Supervisor Lamb motioned to adjourn the meeting. Seconded by Chair McKeever. Meeting adjourned at 9:14pm.

Respectfully submitted,

Amy Brugge, Clerk