

TOWN of SCHROEDER

AGENDA for September 8th, 2020 Town Board Meeting

Call to Order – 7:00 PM

Approve agenda

Minutes of August 12th, 2020 regular meeting.

Treasurer's Report

- Expenditures when ready
- Lodging tax report

Commissioner Storlie-

Fire Dept – Insurance Value

Road & Bridge- Culvert Replacement Projects, Plowing Contracts

Cemetery-

Recreation-

Maintenance- Remodel/Repair Projects

Other business- CARES Act funds. SAHS Security Camera System Installation

Correspondence- Sent- CARES Act Report

Received-

Public comments

Adjourn

SCHROEDER TOWNSHIP

Minutes for Regular Board Meeting of August 12, 2020

**Due to the Emergency Declaration of Covid-19, The meeting was held virtually on Zoom. All votes are by voice roll call.*

Present: Supervisors Tina McKeever, Rick Anderson, Bruce Martinson; Deputy Clerk Doug Schwecke; Treasurer Carla Menssen,

The meeting was called to order by Chair T. McKeever at 7:00 PM

R. Anderson moved to approve the agenda as presented. B. Martinson seconded. Motion carried unanimously.

Eric Sutherland, from Mn Power, reported that currently the site is being checked weekly and would be open to visits by Fire or Police Depts and pumps are still operational for fire dept use. They are amending the environmental permit to begin removing coal next spring. It will be trucked out at about 10 loads/day. There are about 4,000 loads, so it will take a while. The ash cell site is in the process of being closed and covered. It will continue to be monitored going forward. The maintenance building is being rented out. A representative will attend our Oct. or Nov. meeting to report on redevelopment options.

B. Martinson moved to approve the minutes of July 7 special and July 14, 2020 regular town board meetings as presented. R. Anderson seconded. Motion carried unanimously, with R. Anderson abstaining on the July 14 meeting, as he was not present.

Treasurer's Report: Treasurer Carla Menssen reported; Receipts for July totaled \$49,563.69. Disbursements totaled \$5,001.85. The ending checkbook balance, as of July 31, 2020, was \$98,313.78, and a Total Balance of \$236,183.38. **R. Anderson moved to approve the treasurer's report and checks #4885-4902, in the amount of \$6,597.75. B. Martinson seconded. Motion carried unanimously.**

Lodging tax amounts for May were not in yet

Fire Dept: Clerk read a report from Fire Chief Bonin. Last month the department responded to 1 accident, 2 carbon monoxide false calls and 4 rescue calls. They met with Tofte Fire Dept and practiced pumping water from Lake Superior. PERA report showed the fire retirement account is doing well and the township does not have to remit any funds for 2020. Tina will check on separation date for Nathan Clay. MATIT thought our insurance value on firefighting equipment, currently at \$40,000, was low. Clerk will check with Phil on what it should be.

Commissioner Storlie: Commissioner Storlie was not present.

Road and Bridge: Rick reported we have received the permit from MN DNR to replace the culvert for Sugarloaf Creek. Charles VanDoren has replaced the two culverts approved in May. Rick has quotes from Laboda Grading to replace the Sugarloaf Creek culvert (\$4,450) and the deep one on the north end (7,450). If both are approved, they will grade Sugarloaf for free. **B. Martinson moved to approve replacement of culverts at Sugarloaf Creek for \$4450 and the north one for \$7450, including grading. T. McKeever seconded. Motion carried unanimously.** Rick will check to see if current contract holders for snow plowing will extend current contracts for one more year.

Cemetery: Bruce reported he is in the process of moving and resetting the water tank and installing a line into the cemetery with 4 watering stations. He asked permission to hire Steve Betbeck? to help with the installation. Approved. A possible use of a Great Place grant next spring would be a couple of benches at the cemetery.

Recreation: Bruce installed extra signage at the park to try to curb the garbage left at the park. It seems to be helping. Will continue to monitor it. The West End Garden Club is volunteering to help clean up the flower beds at the Welcome Walls.

Maintenance: Rick is having trouble getting any contractors to work on the town hall projects. The gutter replacements are scheduled for this year yet, but the others might have to wait until next spring.

Other Business: CARES Act funding of \$5425 has been received. Bruce has ordered hand sanitizer, disinfecting wipes and reusable masks. He has given some to the fire dept. and has scheduled a giveaway for residents on Aug. 13&14, at the post office. We should have about \$1500 left to spend. Bruce has also made a few calls about our loan program but has not heard back from anyone yet.

Correspondence: Sent- CARES Act funding application, letter of support for EDA grant
Received- 2021 Town Aid amount- \$3809

Public Comments: None

R. Anderson moved to adjourn. B. Martinson seconded. Motion carried. Adjourned at 8:46 PM.

Respectfully submitted,

Doug Schwecke, Deputy Clerk

TOWNSHIP OF SCHROEDER				DATE: 8/31/2020				
TREASURER'S REPORT - MONTHLY BALANCE SHEET								
		1/1/2020	RECEIPTS YTD	TRANSFERS IN	TOTAL	DISBURSEMENTS	TRANSFERS OUT	BALANCE
GENERAL	100	\$ 116,046.40	\$ 91,312.54		\$ 207,358.94	\$ 21,547.52	\$ 83,174.37	\$ 102,637.05
ROAD & BRIDGE	201	\$ 1,860.51	\$ 2,869.52	\$ 33,149.49	\$ 37,869.52	\$ 13,208.28		\$ 24,661.24
CEMETERY	210	\$ (1,727.31)	\$ 400.00	\$ 4,227.31	\$ 2,900.00	\$ 1,664.29		\$ 1,235.71
ROADS GAS TAX	212	\$ -			\$ -			\$ -
RESCUE SQUAD	250	\$ (225.00)		\$ 11,225.00	\$ 11,000.00	\$ 10,440.00		\$ 560.00
FIRE	225	\$ 13,118.64	\$ 1,837.97	\$ 13,381.36	\$ 28,337.97	\$ 8,789.08		\$ 19,548.89
RELIEF	231	\$ -			\$ -			\$ -
Radio/Fire	440	\$ 5,075.00		\$ 1,000.00	\$ 6,075.00			\$ 6,075.00
TRUCK REPLACE	235	\$ 15,573.05		\$ 13,118.64	\$ 28,691.69			\$ 28,691.69
RECREATION	240	\$ 427.43		\$ 7,072.57	\$ 7,500.00	\$ 4,307.79		\$ 3,192.21
FR. BARAGA	490	\$ -			\$ -			\$ -
RAINY DAY	500	\$ 40,816.95			\$ 40,816.95			\$ 40,816.95
LOSINSKY	500	\$ 7,812.82			\$ 7,812.82			\$ 7,812.82
TOTAL		\$ 198,768.49	\$96,420.03		\$ 378,362.89	\$ 59,956.96		\$ 235,231.56
BEGINNING BALANCES AS OF 8/1/2020								
Checking Acct Balance		98,313.78						
CD Long-term Investment Balance		114,963.91						
Money Mkt Savings Acct Balance		22,905.69						
TOTAL		\$ 236,183.38						
DISBURSEMENTS:					ENDING BALANCES AS OF 8/31/2020			
Disbursement Total		6,597.75			Checking Acct Balance	97,270.26		
Transfers Out					CD Long-term Investment Balance	115,053.67		
TOTAL		\$ 229,585.63			Money Mkt Savings Acct Balance	22,907.63		
					TOTAL	\$ 235,231.56		
RECEIPTS:								
Checking Acct Receipts		\$ 5,554.23						
Investment Receipts		\$ 91.70						
TOTAL		\$ 235,231.56						
The above transactions have been reconciled with Grand Marais State Bank and reflect a true and accurate statement of Schroeder Township's finances.								
Respectfully submitted, Carla Menssen								
Treasurer								

Date Range : 9/1/2020 To 9/8/2020

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
09/08/2020	Cardmember Service	Zoom 16.24, Adobe AcroPro Subs 16.25, Norton renewal	2834	\$283.26			
					100-41990-202-333	Other General Government-CARES	\$131.54
					100-41425-201-	Clerk	\$151.72
09/08/2020	G & G Septic, LLC	portable toilet rental & service - Aug 2020	2835	\$162.56			
					240-45020-416-	Harbor Park	\$162.56
09/08/2020	Arrowhead Cooperative	Aug 2020- 400 kWh	2836	\$114.00			
					100-41940-381-	General Government Buildings and Plant	\$114.00
09/08/2020	True North	telephone & broadband-Aug 2020	2837	\$132.00			
					100-41901-325-	Other General Government	\$88.00
					100-41901-321-	Other General Government	\$44.00
09/08/2020	McMillan Tree Service	3 stumps in cem., brush Town Hall Rd	2838	\$1,025.00			
					210-49010-310-	Cemetery	\$525.00
					201-43260-310-	Weed Control	\$500.00
09/08/2020	Charles VanDoren Trucking	replace 2 culverts on Sugarloaf Rd	2839	\$1,540.00			
					201-43122-229-	Unpaved Streets	\$1,540.00
09/08/2020	Isak Hansen True Value	pipe fitting-cemetery	2840	\$4.28			
					210-49010-223-	Cemetery	\$4.28
09/08/2020	Sawtooth Lumber	lumber for cemetery invoice# 188388	2841	\$155.25			
					210-49010-223-	Cemetery	\$155.25
09/08/2020	Bruce Martinson	reim.- stain for cemetery, masks	2842	\$1,328.51			
					210-49010-221-	Cemetery	\$58.51
					100-42870-242-333	Other Public Safety-CARES	\$1,270.00
09/08/2020	Doug Schwecke	reim.-FD gas cabinet from Uline	2843	\$1,011.81			

Date Range : 9/1/2020 To 9/8/2020

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
					225-42280-240-	Fire Stations and Buildings	\$1,011.81
09/08/2020	Greg Johnson Mowing	Aug 2020 lawn care	2844	\$1,225.00	100-41940-310-	General Government Buildings and Plant	\$300.00
					210-49010-310-	Cemetery	\$300.00
					240-45020-310-	Harbor Park	\$75.00
					240-45040-310-	Ball Park	\$400.00
					201-43261-310-	Roadside plantings	\$150.00
09/08/2020	Carla Menssen	posts for cemetery water	2845	\$100.00	210-49010-221-	Cemetery	\$100.00
Total For Selected Claims							
				Payroll			\$7,081.67
							\$2,012.05
		CK# 4903-4921	TOTAL	\$9,093.72			\$7,081.67

_____ Bruce R Martinson	Vice Chair, Town Supervisor	_____ Date
_____ Richard Anderson	Town Supervisor	_____ Date
_____ Tina McKeever	Chair, Town Supervisor	_____ Date

For the payroll period ending: 09/01/2020

<u>Employee Name</u>	<u>Employee Number</u>	<u>Account Number</u>	<u>Allocation Amount</u>	<u>Check Number</u>
Anderson, Richard		100-41110-103	69.260	4915
			Net Pay:	69.260
Bonin, Phil M	01	225-42210-103	230.870	4916
			Net Pay:	230.870
Martinson, Bruce R		100-41110-103	883.090	4917
			Net Pay:	883.090
McKeever, Tina		100-41110-103	69.260	4918
			Net Pay:	69.260
Menssen, Carla G		100-41510-103	161.610	4919
			Net Pay:	161.610
Schwecke, Douglas A		100-41425-103	415.570	4920
			Net Pay:	415.570
Vetvick, Steve		210-49010-103	182.390	4921
			Net Pay:	182.390

Bruce R Martinson

Vice Chair, Town Supervisor

Date

Richard Anderson

Town Supervisor

Date

Tina McKeever

Chair, Town Supervisor

Date

Town of Schroeder
Program Code Report

For the Period : 1/1/2020 To 12/31/2020

9/7/2020

Program Code: 333 - COVID RELIEF FUND

Receipts

Date	Receipts Number	Received From	Account Number	Amount
08/07/2020	119297	Mn State MMB	100-33180	5,425.00
Total Receipts				5,425.00

Disbursements

Date	Check Number	Vendor	Account Number	Amount
05/13/2020	4844	Cardmember Service	100-41001-202	32.49
06/10/2020	4853	Cardmember Service	100-41001-202	32.49
07/15/2020	4874	Cardmember Service	100-41001-202	32.49
08/13/2020	4894	Cardmember Service	100-41990-202	32.49
08/13/2020	4901	Quill Corporation	100-42870-242	49.94
08/13/2020	4902	Bruce Martinson	100-42870-242	2,688.34
SEPTEMBER				1,401.54

TOTAL DISBURSED 4,089.88

LEFT TO SPEND 1,335.12