

TOWN of SCHROEDER

AGENDA for October 13th, 2020 Town Board Meeting

Call to Order – 7:00 PM

Approve agenda

Minutes of September 8th, 2020 regular meeting.

MN Power - Updates on Economic Development for the MN Power property in Schroeder

Treasurer's Report

- Expenditures when ready
- Lodging tax report

Commissioner Storlie-

Fire Dept – Insurance Value

Road & Bridge-

Cemetery-

Recreation-

Maintenance-

Other business- Temperance Liquor License Renewal, Land Acquisition- Michael Pressman, CARES Act Funds. COVID Preparedness plan.

Correspondence- Sent-

Received-

Public comments

Adjourn

SCHROEDER TOWNSHIP

Minutes for Regular Board Meeting of September 8, 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; Clerk Anna Green; Deputy Clerk Doug Schwecke; Treasurer Carla Menssen; Commissioner Storlie.

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.

B. Martinson moved to approve the minutes of August 12th regular town board meetings as presented. R. Anderson seconded. Motion carried unanimously.

Treasurer's Report: Treasurer Carla Menssen reported; Receipts for August totaled \$5,645.93. Disbursements totaled \$6,597.75. The ending checkbook balance, as of August 31, 2020, was \$97,270.26, and a Total Balance of \$235,231.56. **R. Anderson moved to approve the treasurer's report and checks #4903-4921, in the amount of \$9,093.72. B. Martinson seconded. Motion carried unanimously.**

Carla recognized that lodging tax is about \$80,000 ahead from where we were last year. May lodging tax totaled 1,632.59.

Commissioner Storlie: Rob is the new highway engineer. A discussion for repairs on a bridge located on the Ski Hill Road in Lusten was discussed with him. On Thursday September 10th, the commissioners (for the first time since March) will be meeting to interview 4 candidates for the administrator position. The morning session will be held with the department heads to interview them. They are arriving from different areas. Joint power meeting was successful. Several individuals in the community asked to get together to talk about racial discrepancy. This resulted in a small task force will come up with a mission statement and reconvene at the end of October to move forward. Commissioner Storlie stated that she is now on the Aquatic Invasive Species Advisory Committee. The meeting is the 1st Wednesday of the month. One of the topics was to refresh the bi-laws and how to protect the lakes. Bob Thompson came before the board to present an assessment update. The graphs are posted online. There are changes in the assessment office as they have had retirement, promotions, new hires, and resignations recently. Some changes in the assessment is there is very little new construction right now, it was higher in 2019. 690 vacation rental changes also happened in 2019.

Fire Dept: Fire Chief Bonin was absent from this meeting. Tina answered a question from August meeting about Nathan Clay's separation date. His separation date was 10/ 9/2017. Tina asked about the insurance value. Doug replied that we were contacted by MATIT and they thought the insurance value at \$40,000 only including fire equipment was low. This will get brought up to Phil and looked over.

Road and Bridge: Rick reported that we heard from a resident from High Ridge stating that there was a "dip" in the road where it meets the sugar loaf. It appears that the water has ran down creating the dip. There is a ridge of dirt that is preventing the water from going into the ditch. Rick stated that he was going to have Karl see if he can push the dirt down so water can drain off the road. Charlie LaBoda is still on schedule for the 2 culverts and grading work done mid- September. Mike McMillan did brush work on the hall road and took out some stumps at the cemetery. The Culverts that Chuck VanDoren look well. Grading over them will come. Snow plowing contracts are up to date and reading for the upcoming season. Lastly, Rick reported he is putting his resignation in at the town board for his supervisor position as he will no longer be a Schroeder resident as of October 1st. Rick and his work for Road and Bridge will be missed.

Cemetery: Bruce reported a lot of progress being made at the cemetery. The tank was put into a new location and put on a new platform. The tank was cleaned. Today they put 2/3 of PVC pipe in for the main water station with a 5th line to the planter. Steve Vetvick and Skip Lamb were immensely helpful. Bruce wanted to thank Carla Menssen for working on the water station.

Recreation: Tina asked about the porta potty at the town park. Doug stated that a note will be put in with this month's bill for them to take it after MEA weekend. Carl will take out the dock when the time is fitting. Garbage at Father Baragas is being maintained for the most part will just keep an eye on it.

Maintenance: Bruce stated he thought the bathroom remodel should be done by now. It was told that Tim Goetll would come sometime this month. Bruce will call to see where we are with that. The siding project and renting a lift has not gone any further except for pricing a lift. Rick stated a lift will be no good without a contractor. Rick thought Patrick was still a good candidate. Come spring this project should go further.

Other Business: There was 3 donation days for handing out masks, sanitizers and masks to residents of Schroeder and Birch Grove also received a portion. Bruce recommends Supervisors and Clerk to give them out to people in need. Phil and the Fire Department gets first dibs on whatever is left over. If anything is left over it may be given to Tofte EMS. The first report for the CARES act funds has been filed. To date about \$4100.00 has been spent and there is about \$1,300.00 left over. Phil will be asked if the Fire Department needs anything with the leftover money. Bruce reported that wipes are getting low. Doug reported that the left-over money can be donated to a food shelf, but a decision needs to be made by November. Tina received an email from the Schroeder Area Historical Society stating that security cameras have been installed. In their lease it states that any updates need to be reported to the Schroeder township. Tina stated that zoom meetings should be continued and then re-evaluate after the holidays. This came to an agreement.

Correspondence: Sent- None

Received- None

Public Comments: None

R. Anderson moved to adjourn. B. Martinson seconded. Motion carried. Adjourned at 7:52 PM.

Respectfully submitted,

Anna Green, Clerk

Date Range : 9/11/2020 To 10/11/2020

<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>
10/11/2020	MATIT	Consolidated Coverage Policy for 2021, # N1615CLC20 invoice #28468102	2846	\$7,417.00	100-41970-361-	Insurance	\$7,417.00
10/11/2020	Cook County Auditor	2020 Fire Truck Loan Payment 01-1210 Invoice #6747	2847	\$4,000.00	100-47120-602-	Other Debt Principal	\$4,000.00
10/11/2020	Victor Lundeen Company	Invoice# 441816, Township Checks, Invoice # 441837, Envelopes	2848	\$475.71	100-41425-201-	Clerk	\$475.71
10/11/2020	G & G Septic, LLC	portable toilet rental & service - Sept 2020	2849	\$162.56	240-45020-416-	Harbor Park	\$162.56
10/11/2020	Cardmember Service	Adobe AcroPro Subs 16.25	2850	\$124.61	100-41425-202-	Clerk	\$124.61
10/11/2020	Arrowhead Cooperative	September 2020- 360 kWh	2851	\$104.00	100-41940-381-	General Government Buildings and Plant	\$104.00
10/11/2020	True North	telephone & broadband-Aug 2020	2852	\$133.00	100-41901-325- 100-41901-321-	Other General Government Other General Government	\$88.37 \$44.63
10/11/2020	Cook County News-Herald	Calendar of Events- July & August 2020, Legal Notices	2853	\$54.00	100-41001-352-	GENERAL GOVERNMENT	\$54.00
10/11/2020	Emergency Services Marketing Corp,	Schroeder Fire Department Three Year Subscription IAR	2854	\$900.00			

Date Range : 9/11/2020 To 10/11/2020

<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>
					100-42001-241-	PUBLIC SAFETY	\$900.00
Total For Selected Claims				\$13,370.88			\$13,370.88
							11,994.8
							15,567.4
	Bruce R Martinson	Vice Chair, Town Supervisor					
	Richard Anderson	Town Supervisor					
	Tina McKeever	Chair, Town Supervisor					

4939
 Check # 4922 - ~~4939~~

* Check # 4939 was written out to United States Treasury
 for a total of \$77322

For the payroll period ending: 10/01/2020

<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	4922
			Net Pay:	69.260
Burns, Phil M	01	275-42210-103	277.050	4923
			Net Pay:	277.050
Green, Anna Lillie		100-41425-103	230.870	4924
			Net Pay:	230.870
Martinson, Bruce R		100-41110-103	69.260	49.25
			Net Pay:	69.260
McKeever, Tina		100-41110-103	69.260	4926
			Net Pay:	69.260
Merrill, Eric Carol		100-41510-103	161.610	4927
			Net Pay:	161.610
Schwesky, Douglas A		100-41425-103	184.700	4928
			Net Pay:	184.700
Vetvick, Steve		210-49010-103	361.320	4929
			Net Pay:	361.320

TOTAL - 1,423.35

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

10/11/2020

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
09/11/2020	4903	Cardmember Service	100-41990-202	131.54
09/11/2020	4911	Bruce Martinson	100-42870-242	1,270.00
Total Disbursements				4,269.78

TEMPERANCE LIQUOR LLC

7759 W Highway 61
PO Box 193
Schroeder, MN 55613
(480) 433-8171

Schroeder Township
PO Box 60
Schroeder, MN 55613

September 25, 2020

Re: Liquor License

To Whom It May Concern:

We are asking for the Schroeder Township to approve the renewal of Temperance Liquor LLC's Off Sale Intoxicating Liquor License. The current liquor license expires October 31, 2020.

Sincerely,

Heather West and Brandon Gillespie
Owners
PO Box 193
Lutsen, MN 55612