

Board of Supervisors Re-Organizational Meeting Minutes **Thursday January 04, 2024**

Call to Order/Pledge of Allegiance/Roll Call: Chair Booth called the Board of Supervisors Meeting to order at 6:32 pm and the Pledge of Allegiance was said at the previous meeting. Those present at the meeting were Supervisors Greg Booth, Bob Johnson, Arlene Schmit, Keith Card, and Clerk Jenna Ruggles. Supervisor Greg Bennett arrived at 6:38 pm. The sign-in sheet is attached.

Agenda: Supervisor Card **moved to approve the agenda as presented**, seconded by Supervisor Schmit and the motion carried.

Nominations:

Clerk Ruggles took nominations for Chairperson of the Board.

- **Chairperson** -- Supervisor Johnson nominated Greg Booth, seconded by Supervisor Card, there weren't any other nominations and the nomination carried with all in favor and Supervisor Booth abstaining.

At this time Chairman Booth took over the meeting and asked for the following nominations.

- **Vice Chairperson** – Supervisor Schmit nominated Greg Bennett, seconded by Supervisor Johnson, there weren't any other nominations and the nomination carried with all in favor and Supervisor Bennett abstaining.
- **Road Supervisors** – Supervisor Johnson nominated Arlene Schmit, seconded by Supervisor Card and Supervisor Bennett nominated Bob Johnson, seconded by Supervisor Card and Supervisor Johnson nominated Greg Bennett, seconded by Supervisor Schmit and all of the nominations carried with all in favor.
- **Planning Commission Liaison** – Supervisor Schmit nominated Greg Bennet, seconded by Supervisor Johnson and the nomination carried with all in favor and Supervisor Bennett abstaining.
- **Pillager Lake Park Supervisor** – Supervisor Bennett nominated Arlene Schmit, seconded by Supervisor Card and the nomination carried with all in favor and Supervisor Schmit abstaining.
- **Fire Liaison** – Supervisor Schmit nominated Bob Johnson, seconded by Supervisor Card and the nomination carried with all in favor and Supervisor Johnson abstaining.
- **Weed Supervisor** – Supervisor Schmit nominated Greg Booth, seconded by Supervisor Johnson and the nomination carried with all in favor and Supervisor Booth abstaining.
- **AWAIR Supervisor** – Supervisor Schmit nominated Bob Johnson, seconded by Supervisor Bennett and the nomination carried with all in favor and Supervisor Johnson abstaining.
- **Cass County Emergency Management Representatives** – Supervisor Bennett nominated Keith Card, seconded by Supervisor Johnson and the nomination carried with all in favor and Supervisor Card abstaining.

Committees: The Board of Supervisors were all in consensus for the following Committees.

- **Personnel Committee** - Greg Booth, Greg Bennett with Arlene Schmit as a backup

- **Broadband Committee** – Greg Booth, Greg Bennett, and Jenna Ruggles
- **Grant Writing Committee** – Dave Skogen, Greg Booth, Greg Bennett, and Vickie Kettlewell
- **Special Projects** – Greg Booth, Greg Bennett, and Jenna Ruggles

Clerks Appointments: Supervisor Bennett **moved to appoint Jenna Ruggles as Township Clerk/Treasurer**, seconded by Supervisor Card and the motion carried. Clerk Ruggles appointed Colleen Putnam as Deputy Clerk/Treasurer and Lydia Marohn as Assistant Deputy Clerk. The appointment is made by the Clerk; however, the Board will decide on the rate of pay for all Clerks at hiring or at each of their annual reviews.

Approve/Identify: Supervisor Bennett **moved to approve/identify the following items below**, seconded by Supervisor Schmit and the motion had carried.

- **Official Posting Places** – approved Casey’s General Store bulletin board, Pillager Post Office bulletin board, Corner Store Express bulletin board, Township Website, Township Entryway bulletin board, and the Outside Display Case at the Town Hall
- **Official Legal Paper** – approved Brainerd Dispatch non-E-delivery edition
- **Official Depositories** – Pine River State Bank and MidMinnesota Federal Credit Union
- **Credit/Debit Card holders** – Jenna Ruggles and Colleen Putnam

Set/Authorize Misc: Supervisor Bennett **moved to set/authorize the following items below**, seconded by Supervisor Johnson and the motion had carried.

- **Set Board Meetings Schedule** – Meetings will continue to be held on the 1st and 3rd Thursdays each month (with the exception to move July’s 1st meeting to Tuesday, July 2nd and only having one December meeting on the 1st Thursday) all starting at 7pm. Clerk Ruggles will publish and post this including the first January meetings for 2025 and the ReOrg meeting for January 2025 starting at 5:30 pm with the regular meeting to follow.
- **Planning Commission Meetings** – will continue to be held on the 2nd Thursday of each month starting at 7pm.
- **2024 AWAIR Meeting** – will be held the Monday prior to the first December Board meeting starting at 6:15 pm.
- **Sylvan’s Community Outreach Day** – will be set for August 3rd, 2024 from 10am – 1pm.
- **Authorize Tossing of Junk Mail** – approved

Supervisor Bennett **moved to discontinue using One Earth Recycling service for 2024**, seconded by Supervisor Schmit and the motion carried.

Set Compensation for the following: Supervisor Bennett **moved to approve the following Compensations for 2024**, seconded by Supervisor Johnson and the motion carried.

- Board of Supervisors & Clerks Meeting Rate and Re-Convened Meetings for them - \$90.
- Board of Supervisors Hourly Pay - \$20.
- Planning Commissioners Meeting Rate - Chairman \$85 Other Commissioners \$80.

- Planning Commissioners Hourly Pay - \$20.
- Road Committee Hourly Pay - \$20.
- Mileage Reimbursement Rate for all - \$0.67 or the IRS current Standard if changed throughout the year.
- Life Insurance Benefit for the Township Board of Supervisors, Planning Commissioners, and Clerks - \$10K.
- Board of Supervisors, Planning Commissioners, and Clerks are approved to attend Trainings and Site Visits throughout the year and to claim hours and mileage for them.
- Gopher Bounty - \$5 per pair of front feet of a gopher caught in the Township.
- Beaver Bounty - \$60 per tail of a beaver caught in the Township when authorized by the Township Board. Also, to contract with Mark Mortensen for beaver issues and pay his current bounty rate.

Review/Delegate:

- Financial Policies were reviewed, and no changes were made.
- Supervisor Bennett **moved to authorize the Clerk/Treasurer and Deputy Clerk/Treasurer the authority to make electronic fund transfers to vendors on Exhibit A**, seconded by Supervisor Card and the motion carried.

Adjournment: Supervisor Bennett **moved to adjourn**, seconded by Supervisor Card and the motion carried with the meeting adjourning at 6:50 pm.

Minutes submitted by,

Jenna Ruggles, Clerk/Treasurer

Greg Booth, Chair

These minutes were approved as amended on February 1, 2024 by Supervisor Bennett, seconded by Supervisor Card and the motion carried with Supervisors Johnson, Schmit, Bennett, Card, and Booth.

Date: 02.01.2024