

Board of Supervisors Re-Organizational Meeting Minutes *Thursday January 09, 2024*

Call to Order/Pledge of Allegiance/Roll Call: Chair Booth called the Re-Organizational Meeting to order at 6:35 pm and the Pledge of Allegiance was said at the previous meeting and attendance was also taken with Greg Booth, Greg Bennett, Keith Card, Bob Johnson, Arlene Schmit, Dave Johnson, Scott Hendrickson, Dave Skogen, Jenna Ruggles and Colleen Putnam in attendance.

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

Nominations:

Clerk Ruggles took nominations for Chairperson of the Board.

- **Chairperson** -- Supervisor Bennett nominated Greg Booth, seconded by Supervisor Schmit, 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.

The continued nominations for the following roles and committees were made and agreed upon by all Supervisors ending with Supervisor Card **moving to approve the following nominations for Supervisor rolls and committees**, seconded by Supervisor Schmit and the motion carried with all Supervisors in favor.

Continued Nominations:

- **Road Supervisors** – Supervisor Bennett nominated Arlene Schmit and Bob Johnson
- **Planning Commission Liaison** – Supervisor Johnson nominated Greg Bennet
- **Pillager Lake Park Supervisor** – Supervisor Bennett nominated Arlene Schmit
- **Fire Liaison** – Supervisor Schmit nominated Bob Johnson
- **Weed Supervisor** – Supervisor Card nominated Greg Booth
- **AWAIR Supervisor** – Supervisor Bennett nominated Bob Johnson
- **Cass County Emergency Management Representatives** – Supervisor Bennett nominated Keith Card
- **CRVST Representatives** – Supervisor Bennett nominated Arlene Schmit

Committees:

- **Personnel Committee** – Supervisor Bennett nominated Greg Booth and Supervisor Johnson Nominated Greg Bennett
- **Broadband Committee** – Supervisor Schmit nominated Greg Booth and Greg Bennett and Chair Booth added Clerk Ruggles
- **Grant Writing Committee** – Supervisor Bennett nominated Dave Skogen and Greg Booth, Chair Booth nominated Greg Bennett and Jenna Ruggles
- **Special Projects** – Supervisor Bennett nominated Clerk Ruggles and Deputy Clerk Putnam

- **Maintenance** – Supervisor Johnson nominated Dave Johnson, he declined, and Supervisor Bennett nominated Scott Hendrickson and Keith Card (including all PC and Board Supervisors randomly as needed)

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. The appointment is made by the Clerk; however, the Board decides on the rate of pay for all Clerks at hiring or at an annual review.

Approve/Identify: Supervisor Schmit **moved to approve/identify the following items below**, seconded by Supervisor Bennett 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, Town Hall 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:

Authorize: Supervisor Schmit **moved to authorize tossing of junk mail**, seconded by Supervisor Bennett and the motion had carried.

Set Compensation for the following: Supervisor Bennett **moved to approve the following Compensations for 2025**, seconded by Supervisor Card and the motion carried.

- Board of Supervisors & Clerks Meeting Rate and Re-Convened Meetings for them - \$90
- Board of Supervisors Hourly Pay - \$20
- Cleaning Personnel Hourly Pay – (increase to) \$26 and Meeting Rate - \$90 (*one mtg*)
- Planning Commissioners Meeting Rate – All Commissioners \$90
- Planning Commissioners Hourly Pay - \$20
- Road Committee Hourly Pay - \$20 and Meeting Rate - \$90 (*one mtg*)
- Mileage Reimbursement Rate for all - \$0.70 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 & 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 (\$75).

Review/Delegate:

- Financial Policies were reviewed, Supervisor Bennett **moved to approve and re-sign the amended policies**, seconded by Supervisor Card and the motion carried.
- Supervisor Bennett **moved to authorize the Clerk/Treasurer and Deputy Clerk/Treasurer to have the authority to make electronic fund transfers to vendors on Exhibit A**, seconded by Supervisor Schmit and the motion carried.

Adjournment: Supervisor Schmit **moved to adjourn**, seconded by Supervisor Card and the motion carried with the meeting adjourning at 6:52 pm.

Minutes submitted by,

Jenna Ruggles, Clerk/Treasurer

Greg Booth, Chair

These minutes were approved as amended on January 16, 2025 by Supervisor Schmit, seconded by Supervisor Card and the motion carried with Supervisors Johnson, Schmit, Bennett, Card, and Booth.

Date: 01.16.2025