

**WOODROW TOWNSHIP**  
**REGULAR MONTHLY MEETING MINUTES**

**February 13, 2025**

**7:00 P.M.**

The meeting was called to order by Chair Colter Peterson at 7:00 p.m. All joined in the Pledge of Allegiance. Present are Supervisor Wold, Supervisor Haagensen and Treasurer Tim Mueller. Clerk Cathy Dietrich is absent. To see sign in sheet for citizens present, request from Clerk.

M/S/P Wold/Peterson approve Agenda for Regular Monthly Meeting as submitted.

M/S/P Wold/Peterson approve January 9, 2025, Regular Meeting Minutes as submitted.

M/S/P Wold/Haagensen approve Special Meeting Board of Audit Meeting Minutes

M/S/P Wold/Peterson approve Assessment Draft Policy Meeting Minutes

M/S/P Wold/Peterson approve January 2025 Treasurer Report, subject to audit as presented by Treasurer Tim Mueller.

CD Matures February 23 and be rolled over to get 5% on a 7-month CD.

M/S/P Wold/Haagensen approve claims as submitted by Treasurer Tim Mueller.

M/S/P Wold/Peterson approve payroll as submitted by Treasurer Tim Mueller.

Clerk's Report –

1. Website and email changes to addresses with domain changing from .com to .gov will take place in March. This is due to a new statute that all governments need to have .gov for the domain.
2. Reminder that the Annual Town Meeting is on Tuesday March 11, 2025, at 6:30 pm and will be held at the Woodrow Township Hall.

**OPEN FORUM**

Citizen Larson brought up items regarding Emergency Management at the National Level, which could affect Woodrow Township and any reimbursements for disasters within the township. The effect on reimbursements is that it could take longer to receive the money requested from a storm in early 2024.

**OLD BUSINESS**

1. Annual Designations for 2025;

- a. Supervisor duties postpone discussion to March monthly meeting.
- b. Township Attorney

Supervisor Wold reached out to a couple of attorneys around the area to see if they were interested and they have too much on their plate to take on any township work. He then reached out to the current Township Attorney, Brad Person, and Brad was willing to stay on for another year.

M/S/P Wold/Peterson Brad Person from Breen & Person, LTD law firm will continue to serve as the Township Attorney at a rate of \$300/hr

### **NEW BUSINESS**

1. Longville area cleanup day is June 21, 2025. The township will again help to pay for the citizens of Woodrow Township to drop off their waste that cannot be put in the trashcan. See Appendix A to review some of the items that can be dropped off during cleanup day.

M/S/P Peterson/Wold approve a \$1,000 limit on the Longville area cleanup.

2. Township board received an email notice from the Commissioner of Administration Advisory Opinion and the board would need to respond by February 20, 2025. The email was in concern that decisions were made not in an open meeting to appoint a supervisor to fill Supervisor 2 open position.

The statute, the Minnesota Statute 367.03, deals with vacancies and township positions. It states clearly that when a vacancy occurs in a town office, the town board shall fill the vacancy by appointment. There is no process required. But the board decided to hold interviews in an open meeting and filled out independently a score sheet, put them in an envelope and sealed it. The Clerk and Treasurer were permitted to open the envelopes and calculate the score sheets, this was communicated in that interview open meeting on December 12. Alex Haagensen had the highest score and was appointed at the January 9 monthly meeting. The score sheets and any other documents from the interview meeting are public and can be requested from Cathy.

Supervisor Wold will respond to the email.

3. We received a packet of information for the Township responsibility of the Cass County Emergency Operations plan for 2025. There are just a few sections the township is responsible for, and Cass County is requesting a signature from the township that they agree with this responsibility. If anyone would like to review this, please request from Clerk Dietrich.

4. Hackensack area fire and rescue 2025 service agreement is final, and the chair of the township board needs to sign with agreement.

### SUPERVISOR REPORT

#### **Supervisor Peterson –**

- There was a complaint from someone on Buxton that the snow was drifting over the road and needed to be plowed.
- Last month, received a mention during the meeting that the township flag was getting tattered. Personally donated a new flag to replace the one at the Township.

#### **Supervisor Wold –**

- Quick update on FEMA. Hopefully we'll be getting our reimbursement soon.
- Received a call from someone on Buxton about the assessment policy meeting, that person thought decisions were being made about an assessment. Clerk Dietrich spoke to her and explained. Will update the posting in the paper for next time to make it clearer.
- Received a call from a resident who is requesting to leave 4-6 inches of snow on the roads as a base so they can run their snowmobiles down the road. We did check into that, and Lott Excavating said it was not going to happen for basic road maintenance. I responded to the resident regarding this.

#### **Supervisor Haagensen –**

- Had the opportunity to go to the Cass County quarterly emergency meeting on January 28th. It was a good learning experience for me to see what that's about. I was part of emergency management in my previous roles nationally as well. So, it was good to see what we have in the county. A few updates, they have a new rapid deploy and SOS system that's connected to your phones. I think that is deployed right now so they can more accurately target 911 calls through just your tracking on your phone. So if you call 911 and you don't know the address they can get to you quicker. They did some ice rescue training they will be sending us some emergency operational operation plans. (Clerk Dietrich noting here this is part of the new business #2 above)

**MEETING ADJOURNED M/S/P Wold/Peterson @ 7:31 p.m.**



Chair, Colter Peterson



Clerk, Cathy Dietrich



# Appendix A



## Longville Area Clean Up Day 2025

**Date:** June 21, 2025

**Organizers:** Jim Schuelke 651-792-6301 and Carol Schuelke 651-246-7021

**Location:** Slagle Landfill 3246 County Rd 7 NE, Longville, MN

**Sponsored by:** Longville Lakes Area Snowmobile Club

As in the past, this is a service provided for residential property owners in Longville and the Longville area townships free of charge. Cass County pays the disposal costs for tires, electronics and appliances. The costs for disposal of construction waste, furniture, mattresses yard waste etc. is funded by the City and townships. The cost for each township is based on the number of participants from their township. If a township decides not to participate, their citizens will be excluded from the cleanup day program. After feedback from skipping 2023, we volunteered to organize it for 2024 and had waste tonnage of 75% over 2022's tonnage. We had lots of positive feedback on the new location and efficiency of unloading the waste. We ask your board to vote on your participation and include the cost in your budget.

Thank you,

Carol and Jim Schuelke

In 2022 Woodrow Twp had 14 cars at a cost of \$317.66.

In 2024 Woodrow Twp had 22 vehicles at a cost of \$718.30.