

**ROOSEVELT TOWNSHIP
BOARD MEETING
AGENDA
January 10, 2022**

- 1. Call to Order**
- 2. Agenda approval**
- 3. Minutes-December 13, 2021, Board Meeting**
- 4. Treasurer's Report**
- 5. Claims for Approval**
- 6. Road & Equipment Reports**
 - **Equipment**
 - **Roads**
- 7. Approval of Election Judges & AB Board per list in Clerk's office**
- 8. Open Forum**
- 9. Other Information:**
 - **Township Election, Tues., March 8, 2022, 3pm – 8pm**
 - **Annual Town Meeting, Tues., March 8, 2022, approx. 8:30 pm**

ADJOURNMENT

**ROOSEVELT TOWNSHIP
BOARD MEETING
December 13, 2021**

1. The meeting was called to Order at 7:00 pm by Chairman, Ann Stafford. Rick and Ann present, Chris was not. Chris was present via phone for the Plan with Bonds (7) discussion.

Chris led the Flag Pledge.

2. Motion by Ann to approve the agenda as written, 2nd by Rick all approved, motion carried.
3. Motion by Ann, to approve the November 8th, 2021, Board Minutes motion was 2nd by Rick, all approved, motion carried.
4. Rick moved to accept the November Treasurer's report as read; 2nd by Ann, all approved, motion carried.
5. Rick moved to approve claims as listed; 2nd by Ann, all in favor, motion carried.
6. **Road & Equipment Report:**
 - **Equipment:** Fine, no issues besides the shoes on Plow Truck, Ira rebuilt the one.
 - **Roads:** The people on Platt Lake Road were happy with the clean up that Ed did. Concern with signage on the Plate Lake intersection, we should submit a recommendation form and send it to the county.
 - Rick makes a motion that we send a recommendation to the county for the denial of the permit for Gottwalt/Peine Property (Parcel No. 88320725, 88320724, 88320723, 88320722, 88320721 & 88320720); 2nd by Ann, all in favor, motion carried.
7. Plan with Bonds – Discussing paying off the whole \$350,000. Bonnie has and estimate for what it would be. We will be getting a large tax settlement summer of 2022. We called Chris, he is present for this motion.

Rick makes a motion to pay off the \$350,000 bond in entirety and approve RESOLUTION NO. 2021-12-13A, RESOLUTION PROVIDING FOR THE REDEMPTION OF CERTAIN OUTSTANDING GENERAL OBLIGATION BONDS, SERIES 2013A; 2nd by Chris, all in favor, motion carried.

8. Rick made a motion to approve Resolution #2020-10-14B Roosevelt Township Crow Wing County, Minnesota: Resolution Establishing Polling Place, 2nd by Ann, all approved, motion carried.

9. Open Forum:

- Discussion of leash laws in Township as a resident was concerned about her neighbors' dogs coming on her property. The board said we do not have a way to enforce it so there is no reason to set in place an ordinance. They know the county has laws on this, it would be best to contact the Sheriff and go from there.

Other Information:

Published a notice of the Annual Town Meeting (March 8, 2022) and the 2 spots that are up for election (Clerk & a Supervisor). Filings will begin December 31,2021 and end January 11,2022.

At 8:13 pm, Ann moved to adjourn, 2nd by Rick, all in favor, motion passed.

Meeting adjourned.

Breanna Cielinski
Roosevelt Township Clerk

Approved _____
Chris Hewitt, Chairman

TOWN OF ROOSEVELT
OFFICE OF THE TREASURER
24561 Williams Road
Hillman, MN 56338
(320) 247-2105

DATE: 12/31/2021
MONTH: December

FROM BANK STATEMENT:

\$352,703.90 DEERWOOD CHECKING ENDING BALANCE
\$1,554.91 DEDUCT CHECKS OUTSTANDING
\$351,148.99 TOTAL

CHECKS OUTSTANDING:

9806 \$1,554.91
\$1,554.91 TOTAL

DEERWOOD BANK	\$351,148.99	
SECURITY BANK MM		\$188,882.12
4M CD & MM		<u>\$34,428.83</u>
Total Investments:		\$223,310.95
TOTAL:		<u>\$574,459.94</u>

TREASURER SIGNATURE:

Bonnie Orton

Date of Report : 1/5/2022

Outstanding Checks

<u>Date of Check</u>	<u>Check Number</u>	<u>To Whom Paid</u>	<u>Check Amount</u>
12/31/2021	9806	Payroll Period Ending 12/31/2021	\$1,554.91
		Total	\$1,554.91

Fund Name: All Funds

Date Range: 12/01/2021 To 12/31/2021

Date	Remitter	Receipt #	Description	Deposit ID	Void	Account Name	F-A-P	Total
12/03/2021	CWC Auditor	470549	Tax Settlement	(12/03/2021) -	N	Current Ad Valorem Taxes	100-31010-	\$ 22,751.36
						Penalties and Interest on Ad valorem Taxes	100-31910-	\$ 218.11
						Current Ad Valorem Taxes	201-31010-	\$ 21,442.67
						Current Ad Valorem Taxes	225-31010-	\$ 6,715.28
						Current Ad Valorem Taxes	240-31010-	\$ 461.44
						Current Ad Valorem Taxes	301-31010-	\$ 17,275.45
						Current Ad Valorem Taxes	302-31010-	\$ 12,983.86
								\$ 81,848.17
12/13/2021	Security State Bank	470550	Interest Earned	(12/03/2021) -	N	Interest Earning	201-36210-	\$ 45.27
								\$ 45.27
12/27/2021	State of Minnesota	123401	Ag Market Credit - 2nd half	(12/27/2021) -	N	Agricultural Market Value Credit	100-33426-	\$ 257.44
						Town Aid	100-33460-	\$ 2,558.50
						Agricultural Market Value Credit	201-33426-	\$ 239.06
						Agricultural Market Value Credit	225-33426-	\$ 78.15
						Agricultural Market Value Credit	240-33426-	\$ 4.60
						Agricultural Market Value Credit	301-33426-	\$ 193.08
						Agricultural Market Value Credit	302-33426-	\$ 147.11
								\$ 3,477.94
								\$ 85,371.38

Total for Selected Receipts

As of 1/5/2022

Fiscal Year : 2021

<u>of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursements</u>	<u>Ending Balance</u>
General Fund	\$47,138.41	\$74,886.85	\$39,159.35	\$82,865.91
Road and Bridge	\$158,210.14	\$184,054.11	\$295,178.09	\$47,086.16
Recycling Fund	\$17,653.15	(\$2.59)	\$63.00	\$17,587.56
Fire Protection Fund	\$20,778.85	\$19,787.53	\$12,937.00	\$27,629.38
New Equipment/Gravel Fund	\$74,863.08	\$1,185.76	\$421.51	\$75,627.33
General Debt Service (Identify)	\$56,807.70	\$50,772.55	\$53,431.25	\$54,149.00
Tax Abatement Debt Fund	\$42,972.39	\$38,231.26	\$35,000.00	\$46,203.65
Total:	\$418,423.72	\$368,915.47	\$436,190.20	\$351,148.99

For the Period : 12/1/2021 To 12/31/2021

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$61,477.75	\$25,785.41	\$4,397.25	\$82,865.91	\$0.00	\$0.00	\$82,865.91
Road and Bridge	\$30,416.84	\$21,727.00	\$5,057.68	\$47,086.16	\$0.00	\$1,554.91	\$48,641.07
Recycling Fund	\$17,587.56	\$0.00	\$0.00	\$17,587.56	\$0.00	\$0.00	\$17,587.56
Fire Protection Fund	\$20,835.95	\$6,793.43	\$0.00	\$27,629.38	\$0.00	\$0.00	\$27,629.38
New Equipment/Gravel Fund	\$75,161.29	\$466.04	\$0.00	\$75,627.33	\$0.00	\$0.00	\$75,627.33
General Debt Service (Identify)	\$36,680.47	\$17,468.53	\$0.00	\$54,149.00	\$0.00	\$0.00	\$54,149.00
Tax Abatement Debt Fund	\$33,072.68	\$13,130.97	\$0.00	\$46,203.65	\$0.00	\$0.00	\$46,203.65
Total	\$275,232.54	\$85,371.38	\$9,454.93	\$351,148.99	\$0.00	\$1,554.91	\$352,703.90

Ann M. Stafford	Town Supervisor	Date
Christopher D. Hewitt	Chair, Town Supervisor	Date
Richard P. Hennes	Town Supervisor	Date

Current Investments as of: 1/5/2022

<u>Investment ID</u>	<u>Investment Type</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Current Value</u>
03	CD	2.407	05/31/2022	\$34,000.00
04	MM	0.000		\$428.83
05	Savings	0.000		\$188,882.12
Grand Total:				\$223,310.95

Fund Name: All Funds

Date Range: 12/01/2021 To 12/31/2021

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
12/13/2021	Payroll Period Ending 11/30/2021	9800	Officers November 2021 Payroll	N	Clerk	100-41425-103-	\$ 596.65
	Total For Check	9800					\$ 596.65
12/13/2021	Payroll Period Ending 11/30/2021	9801	Officers November 2021 Payroll	N	Council/Town Board	100-41110-103-	\$ 46.17
	Total For Check	9801					\$ 46.17
12/13/2021	Payroll Period Ending 11/30/2021	9802	Officers November 2021 Payroll	N	Council/Town Board	100-41110-103-	\$ 52.41
	Total For Check	9802					\$ 52.41
12/13/2021	Payroll Period Ending 11/30/2021	9803	Officers November 2021 Payroll	N	Treasurer	100-41510-103-	\$ 240.38
	Total For Check	9803					\$ 240.38
12/13/2021	Payroll Period Ending 11/30/2021	9804	Officers November 2021 Payroll	N	Council/Town Board	100-41110-103-	\$ 60.05
	Total For Check	9804					\$ 60.05
12/13/2021	Ed Klaus	9807	Phone & Miles	N	Road Maintenance Employee	201-43127-321-	\$ 50.00
		9807				201-43127-331-	\$ 91.84
		Total For Check					\$ 141.84
12/13/2021	Breanna Cielinski	9808	Phone & Millage	N	Clerk	100-41425-321-	\$ 50.00
		9808				100-41425-331-	\$ 15.68
		Total For Check					\$ 65.68
12/13/2021	MATIT-Insurance Trust	9809	Workers Compensation	N	Other General Government	100-41970-361-	\$ 2,935.00
		Total For Check					\$ 2,935.00
12/13/2021	Crow Wing Power	9810	Monthly Bill	N	General Government Buildings and Plant	100-41940-381-	\$ 75.00
		Total For Check					\$ 75.00
12/13/2021	ZIEGLER INC.	9811	Supplies	N	Road and Bridge Equipment	201-43126-240-	\$ 27.66
		Total For Check					\$ 27.66
12/13/2021	Savings	IAD50	Deposit Into Savings	N	Purchase of Investments	201-49350-800-	\$ 45.27
		Total For Check					\$ 45.27
12/13/2021	IRS	OL1221	Federal Tax Deposit	N	General Government Council/Town Board	100-41001-106-	\$ (0.02)
		OL1221				100-41110-122-	\$ 11.08
		OL1221				100-41110-135-	\$ 2.60

Fund Name: All Funds

Date Range: 12/01/2021 To 12/31/2021

Date Vendor

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		OL1221			Clerk	100-41110-171-	13.68
		OL1221				100-41425-122-	43.09
		OL1221				100-41425-135-	10.08
		OL1221			Treasurer	100-41425-171-	53.17
		OL1221				100-41510-122-	17.36
		OL1221				100-41510-135-	4.06
		OL1221			Road Maintenance Employee	100-41510-171-	21.42
		OL1221				201-43127-122-101	258.34
		OL1221				201-43127-135-101	60.42
		OL1221				201-43127-171-101	631.10
		OL1221					1,126.38
12/13/2021	Card Service Center	OL12211	Diesel Fuel Winterizer & Plow Truck	N	Road and Bridge Equipment	201-43126-212-	141.66
		OL12211				201-43126-221-603	58.23
		OL12211					199.89
12/13/2021	PERA	OL12212	PERA ED 121521	N	Road Maintenance Employee	201-43127-121-	156.25
		OL12212				201-43127-173-	135.42
		OL12212					291.67
12/13/2021	PERA	OL12213	PERA ED 123121	N	Road Maintenance Employee	201-43127-121-	156.25
		OL12213				201-43127-173-	135.42
		OL12213					291.67
12/13/2021	PERA	OL12214	PERA Officers 1021	N	Council/Town Board	100-41110-121-	6.44
		OL12214				100-41110-173-	6.44
		OL12214			Clerk	100-41425-121-	52.13
		OL12214			Treasurer	100-41425-173-	45.18
		OL12214				100-41510-121-	21.00
		OL12214				100-41510-173-	18.20
		OL12214					149.39
12/15/2021	Payroll Period Ending 12/15/2021	9805	Ed Dec 15 2021	N	Road Maintenance Employee	201-43127-101-	1,554.91
		9805					1,554.91
12/31/2021	Payroll Period Ending 12/31/2021	9806	Ed Dec 31 2021	N	Road Maintenance Employee	201-43127-101-	1,554.91
		9806					1,554.91
		Total For Selected Checks					9,454.93

Date Range : 1/1/2022 To 1/31/2022

<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>
01/10/2022	Ira Stafford	S & S Invoice 20 Welding for Plow	9819	\$392.50	201-43127-404-606	Road Maintenance Employee	\$392.50
01/10/2022	Centra Sota Cooperative	Diesel fuel	9820	\$850.65	201-43126-217-	Road and Bridge Equipment	\$850.65
01/10/2022	Ed Klaus	Phone & Miles	9821	\$75.76	201-43127-321- 201-43127-331-	Road Maintenance Employee Road Maintenance Employee	\$50.00 \$25.76
01/10/2022	Breanna Cielinski	Phone & Millage	9822	\$65.68	100-41425-321- 100-41425-331-	Clerk Clerk	\$50.00 \$15.68
01/10/2022	MATIT-Insurance Trust	Workers Compensation	9823	\$3,728.00	100-41970-361-	Other General Government	\$3,728.00
01/10/2022	Garrison Fire Dept.	July, October and January Payment	9824	\$11,412.00	225-42205-391-	Fire Protection-Contracted	\$11,412.00
01/10/2022	Crow Wing Power	Monthly Bill	9825	\$76.00	100-41940-381-	General Government Buildings and Plant	\$76.00
01/10/2022	ECM Publishers, Inc.	Election Notice - Morrison County	9826	\$95.12	100-41001-351-	General Government	\$95.12
01/10/2022	Forum Communications	Election notice-Brainerd Dispatch	9827	\$83.40	100-41001-351-	General Government	\$83.40
01/10/2022	Aitkin Independent Age	Election Notice - Mille Lacs Messenger	9828	\$104.03	100-41001-351-	General Government	\$104.03
01/10/2022	Bond Trust Service Corp	Bond Payments & Interest and Payoff	9829	\$430,631.25	301-47210-601- 301-47110-601-	Interest - Bonds Bond Principal	\$80,631.25 \$350,000.00

Date Range : 1/1/2022 To 1/31/2022

<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>
01/10/2022	Bond Trust Service Corp	Paying Agent Fee	9830	\$475.00	301-47501-620-	Fiscal Agent's Fees	\$475.00
01/10/2022	Card Service Center	Ink, paper towels and Planners	OL122 1	\$104.11	100-41425-202- 100-41425-211- 100-41425-201-	Clerk Clerk Clerk	\$18.99 \$67.96 \$17.16
01/10/2022	PERA	PERA ED 011522	OL122 2	\$291.67	201-43127-173- 201-43127-121-	Road Maintenance Employee Road Maintenance Employee	\$135.42 \$156.25
01/10/2022	PERA	PERA ED 013122	OL122 3	\$291.67	201-43127-173- 201-43127-121-	Road Maintenance Employee Road Maintenance Employee	\$135.42 \$156.25
01/10/2022	PERA	PERA Officers December 2021	OL122 4	\$150.59	100-41425-173- 100-41425-121- 100-41510-173- 100-41510-121- 100-41110-173- 100-41110-121-	Clerk Clerk Treasurer Treasurer Council/Town Board Council/Town Board	\$44.69 \$51.57 \$19.18 \$22.13 \$6.51 \$6.51
01/10/2022	IRS	Federal Tax Deposit	OL122 5	\$1,118.66	100-41110-122- 100-41110-171- 100-41425-122- 100-41425-171- 100-41110-135- 201-43127-135-101 201-43127-122-101 201-43127-171-101 100-41510-135- 100-41425-135- 100-41510-171- 100-41510-122- 100-41001-106-	Council/Town Board Council/Town Board Clerk Clerk Council/Town Board Road Maintenance Employee Road Maintenance Employee Road Maintenance Employee Treasurer Clerk Treasurer Treasurer General Government	\$11.18 \$13.80 \$42.63 \$52.60 \$2.62 \$60.42 \$258.34 \$622.02 \$4.28 \$9.97 \$22.57 \$18.29 (\$0.06)

Date Range : 1/1/2022 To 1/31/2022

<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>
01/10/2022	MN Revenue	4th Quarter 2021 Withholding	01122 6	\$464.76	201-43127-172-101	Road Maintenance Employee	\$464.76

Total For Selected Claims

\$450,410.85

\$450,410.85

Ann M. Stafford	Town Supervisor	Date
Christopher D. Hewitt	Chair, Town Supervisor	Date
Richard P. Hennes	Town Supervisor	Date