

Board of Supervisors Re-Organizational Meeting Minutes *Thursday January 08, 2026*

Call to Order/Pledge of Allegiance/Roll Call: Chair Booth called the Re-Organizational Meeting to order at 7:23 pm and the Pledge of Allegiance was said at the previous meeting and attendance was also taken with Greg Booth, Greg Bennett, Bob Johnson, Arlene Schmit, Dave Johnson, Scott Hendrickson, Dave Skogen, Vickie Kettlewell, Terry Quick, Jenna Ruggles and Colleen Putnam in attendance. Supervisor Card had an excused absence.

Agenda: Supervisor Bennett **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 Bennett nominated Greg Booth, seconded by Supervisor Schmit, there weren't any other nominations, and the nomination carried with all in favor.

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.
- **Co-Road Supervisors** – Supervisor Bennett nominated Arlene Schmit and Bob Johnson, and Supervisor Johnson nominated Greg Bennett, and the nominations carried with all in favor.
- **Planning Commission Liaison** – Supervisor Johnson nominated Greg Bennett, seconded by Supervisor Schmit, there weren't any other nominations, and the nomination carried with all in favor.
- **Pillager Lake Park Supervisor** – Supervisor Bennett nominated Arlene Schmit, seconded by Supervisor Johnson, there weren't any other nominations, and the nomination carried with all in favor.
- **PAFPA (Fire) Liaison** – Supervisor Bennett nominated Bob Johnson, seconded by Supervisor Schmit, there weren't any other nominations, and the nomination carried with all in favor.
- **Weed Supervisor** – Supervisor Bennett nominated Greg Booth, seconded by Supervisor Johnson, there weren't any other nominations, and the nomination carried with all in favor.
- **AWAIR Supervisor** – Supervisor Bennett nominated Bob Johnson, seconded by Supervisor Schmit, there weren't any other nominations, and the nomination carried with all in favor.
- **Cass County Emergency Management** – Supervisor Bennett nominated Bob Johnson, seconded by Supervisor Schmit, there weren't any other nominations, and the nomination carried with all in favor.

- **CRVST Representative** – Supervisor Bennett nominated Keith Card, seconded by Supervisor Johnson, there weren't any other nominations, and the nomination carried with all in favor.
- **Joint Community Trail Representative (w/Baxter)** – 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 committees were made and agreed upon by all Supervisors ending with Supervisor Bennett **moving to approve the following nominations for committees**, seconded by Supervisor Schmit and the motion carried with all Supervisors in favor.

Committees:

- **Personnel Committee** – Greg Booth and Greg Bennett
- **Grant Writing Committee** – Dave Skogen, Greg Booth, and Jenna Ruggles
- **Special Projects** – Scott Hendrickson, Terry Quick, Greg Bennett, and Colleen Putnam
- **Maintenance** – Scott Hendrickson, Terry Quick, and Keith Card
- **Cemetery** – Greg Booth, Vickie Kettlewell, and Arlene Schmit
- **Sylvan Park** – Dave Johnson, Vickie Kettlewell, and Terry Quick
- **Road Committee** – Scott Hendrickson and Tony Hughes

Clerks Appointments: Supervisor Bennett **moved to appoint Jenna Ruggles as Township Clerk/Treasurer**, seconded by Supervisor Johnson 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 Johnson **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, 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 2026**, seconded by Supervisor Schmit 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 – \$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 - \$0.725 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 and to contract with Dave Blair (if interested) for bounty cost.
- Beaver Bounty - \$60 per tail of a beaver caught in the Township when authorized by the Township Board. Also, to contract with Mark Mortensen and Dave Blair (if interested) for beaver issues and pay their current bounty rate (\$75 or the \$60 minimum).

Review/Delegate:

- Financial Policies were reviewed, Supervisor Bennett **moved to approve and re-sign the amended policies**, seconded by Supervisor Johnson 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 Johnson and the motion carried with the meeting adjourning at 7:50 pm.

Minutes submitted by,

Jenna Ruggles, Clerk/Treasurer

Greg Booth, Chair

These minutes were approved as amended on February 5, 2026 by Supervisor Schmit, seconded by Supervisor Johnson and the motion carried with Supervisors Johnson, Schmit, Bennett, Card, and Booth.

Date: 02.05.2026