

GOODWILL TOWNSHIP

St. Louis County, Minnesota
8025 Oak Narrows Road, Unit B, Cook, MN 55723
www.goodwilltownship.org 218-660-0028

Goodwill Town Board Meeting Minutes September 16, 2025

Board Member's Present: Supervisors: Bill Michaelson, John Jordan, Rock Gillson
Treasurer Ross Polley, Clerk Pam Towle

Other's Present: Deputy Clerk Pam Olson, Margaret Ratai, Don Potter, and
Kirsten Reichel

Call to Order: Chair Michaelson called the Goodwill Town Board Meeting to order at 6:00 p.m. on Tuesday, September 16, 2025 at the Lake Vermilion Fire Brigade conference room located at 8025 Oak Narrows Road, Cook, MN and the Pledge of Allegiance was recited.

Motion: Approve the Town Board Meeting Minutes of August 19, 2025, moved by Supervisor Jordan, seconded by Supervisor Gillson, the vote was unanimous, minutes are approved.

Motion: Approve the Goodwill Special Board Meeting Minutes of September 9, 2025, moved by Supervisor Jordan, seconded by Supervisor Gillson, the vote was unanimous, minutes are approved.

Chair Michaelson reported the **www.goodwilltownship.org website is operating** and Deputy Clerk Olson will modify and assist further development. Reminder **township6317@gmail.com has been discontinued**. Updated township information can be found on Goodwill's website. Supervisor Gillson and perhaps Andrew Jordan will start working on a logo for the township. (Any logo would be donated and all rights be given to Goodwill Township).

Supervisor Gillson reported **the Goodwill Township official posting** locked box will be attached on the road side of the Fire Brigade Building by Don Potter. The locked mail box has been installed and a parcel drop box is in place on the side of the building.

The **Consolidated Telephone Company (CTC) Master Agreement** for service (broadband) has been signed and the service will be installed in the utility closet. Chair Michaelson is scheduled to meet with CTC on Oct. 3, 2025.

Supervisor Jordan reported on **Roads**. St. Louis County has now directed Goodwill Township to make a proposal to them, including grading, repair, and snow removal. Confirmation of designation of roads will be made i.e. County Roads or Goodwill Township roads. Roads to be identified include, Polley Road to public boat landing, Cedar Road to public boat landing, Niles Bay Forest Road, Randa Road, Kallio Road. Also contact will be made with the DNR. At this time the public should report to the county for any problems. Deputy Clerk Olson stated Local Road Improvement Program (LRIP) Grants with Regional significance could qualify.

Chair Michaelson reported **Federal EIN and State ID with tax exemption has been acquired**.

Clerk Towle reported the **North Star Credit Union (NSCU)** has been supplied and approved with the necessary paperwork from the township. The Credit Union resolution was discussed to designate the appropriate signatures needed on their resolution. Clerk Towle will follow up

with the NSCU and will sign the necessary papers to proceed. Signatures of the officers are needed at the NSCU in Cook as early as Monday, September 22, 2025.

Small City and Town Accounting System (CTAS) has been loaded on two computers and requests to submit claim and reimbursement forms to the clerk now. In these formative years that both the treasurer and the clerk enter the forms. It is imperative to submit date, original receipt, the purchase, and hours.

Minnesota Association of Township Insurance and Bond Trust (MATIT) reported by Chair Michaelson quotes were received and a payment will be submitted by Chair Michaelson from personal funds.

Establishing a Town Board Administrative Policy for Town Board Meetings will continue to be tabled as procedures during the meetings are still being tried for what works best for the Board and the Electors.

Town Board Pay and Reimbursement Policy. Motion: The Treasurer gets \$35.00 per hour pay, the Clerk gets \$35.00 per hour pay, and Deputies \$30.00 per hour pay for Goodwill Township business. Supervisors receive \$95.00 per meeting. Clerk, Treasurer, and Deputies receive \$75.00 per meeting, if the meeting exceeds two hours, they will get their hourly rate of pay beyond the 2 hours. Goodwill Township employees doing official township business will be reimbursed for mileage at the current federal rate. Judges will receive \$12.00 per hour and the Head Judge will receive \$14.00 per hour. Moved by Chair Michaelson, seconded Supervisor Jordan. The vote was unanimous and the motion passed.

RESOLUTION No. 2025-6 was read in full by Supervisor Jordan.

Motion: Adopt Resolution No. 2025-06 Resolution to Participate in the Minnesota Association of Townships Insurance and Bond Trust, made by Chair Michaelson, seconded by Supervisor Jordan. The vote was unanimous and the resolution was adopted. (Full resolution on file.)

RESOLUTION No. 2025-07 was read in full by Supervisor Jordan.

Motion: Adopt Resolution No. 2025-7 Resolution to Provide Workers' Compensation for Elected and Appointed Officials, made by Supervisor Jordan, seconded by Supervisor Gilson, the vote was unanimous and the resolution was adopted. (Full resolution on file.)

RESOLUTION No. 2025-8 Motion: Supervisor Gillson moved to suspend the reading of the resolution, seconded by Chair Michaelson, vote was unanimous. **Motion: Adopt Resolution No. 2025-8 Resolution to Set Credit/Debit Card Use Policy**, moved by Supervisor Jordan, seconded by Supervisor Gillson, vote was unanimous and the resolution was adopted. (Full resolution on file.) Supervisor Jordan volunteered to guarantee a credit card for township purchases if needed.

Elections will be administered by Deputy Clerk Olson. Updates for voting procedures will be posted on the website. If the township holds elections at the Lake Vermilion Fire Brigade Building the ballots would be hand counted to save on the expense of an electronic voting tabulator. Further information on absentee ballots and procedures will be posted on the Goodwill Township web site.

Approval of the Proposed Goodwill Township June 2025-the end of 2026 Budget was discussed:

PROPOSED BUDGET	FUND	2025	2026	
GENERAL FUND	Town Administration	\$ 62,204	\$ 91,888	
	Elections	\$ 3,250	\$ 5,950	
	Insurances	\$ 3,500	\$ 6,000	
	Building Rent	\$ 1,400	\$ 3,000	
	Fire & Ambulance	\$ -	\$ 57,300	
ROADS		\$ -	\$ 99,000	
TOTAL		\$ 70,354	\$ 263,138	\$ 333,492
		Possible Delinquent tax	\$ 16,675	
		GRAND TOTAL 2025/2026	\$ 350,167	

Motion: We request a \$350,000. levy for our township. Moved by Supervisor Jordan, seconded by Chair Michaelson, the vote was unanimous and will be presented at the town meeting.

Motion: Approve the request for St. Louis County Sheriff's Office participating in the County Community Pilot Project. Moved by Chair Michaelson, seconded by Supervisor Jordan. The vote was unanimous in favor and Clerk Towle will respond to them.

Directives were given for the Deputy Clerk, Olson to do the duties of a clerk plus continue to work on the website, administer the Election process and assist with training as necessary and continue with CTAS. **Motion: Above and beyond the role as Deputy Clerk duties, has a bigger role on the Elections and the township website.** Made by Chair Michaelson, seconded by Supervisor Jordan, the vote was in favor and passed.

Special Town Meeting Review: Clerk Towle will open the meeting and have available an agenda for the moderator and meeting procedures.

Supervisor Jordan informed that the St. Louis County Township Association meets one day a month at the Cotton Community Center. They have speakers (occasionally elected officers, State Officers, or Federal officers) and a dinner for input. It was agreed that at this time Goodwill Township focus is to get everything up and running.

Upcoming Meetings: Special Town Meeting LVFB September 23, 2025
 Regular Town Board Meeting LVFB October 21, 2025

Motion to Adjourn made by Supervisor Jordan, Seconded by Supervisor Gillson, the vote was unanimous and the meeting was adjourned at 8:07 p.m.

Approved on October 21, 2025

William Michaelson, Chairman

Attested:

Pamela Towle, Clerk