

# GOODWILL TOWNSHIP

St. Louis County, Minnesota  
8025 Oak Narrows Road, Unit B, Cook, MN 55723  
[www.goodwilltownship.org](http://www.goodwilltownship.org) 218-660-0028

## Goodwill Board Meeting Minutes December 16, 2025

Board Member's Present:

Supervisors: Bill Michaelson, John Jordan, Rock Gillson  
Clerk Pam Towle

Other's Present:

Deputy Clerk Pam Olson, Commissioner Paul McDonald,  
Brandon Larson (auditor's office), Deputy Sheriff Brett Lucas,  
Laurie Potter, Don Potter

Absent:

Treasurer Ross Polley

Call to Order: Chair Michaelson called the Goodwill Board Meeting to order at 6:00 p.m. on Tuesday, December 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.

Public Comments: Chair Michaelson, Supervisor Jordan, and Supervisor Gillson appealed to County Commissioner Paul McDonald and Brandon Larson from St. Louis County Auditor's office for an advancement in levy money.

**Motion: Approve Claims #007-009 in the amount of \$1,558.52 as stated.** Moved by Chair Michaelson, seconded by Supervisor Gillson, vote was unanimous and were approved.

**Motion: Approve a claim by Supervisor Gillson dated 12-16-25 for \$505.82.** Moved by Chair Michaelson, seconded by Supervisor Gillson. The vote was unanimous in favor. Claims shall be labeled "not paid for lack of funds".

**Motion: Acknowledge payroll hours through 11-30-25 that have been turned in as 230.5 Hours.** Made by Chair Michaelson, seconded by Supervisor Gillson, vote was unanimous in favor. (Chair to initial each of the time sheets)

**Motion: Approve the November 18<sup>th</sup>, 2025 Town Board Meeting Minutes** moved by Chair Michaelson, seconded by Supervisor Jordan, the vote was unanimous, minutes are approved.

Supervisors Reports:

**Motion: Amend our Compensation and Reimbursement Policy to include any budgeted items under \$500.00 per transaction may be purchased and does not need separate authorization,** made by Chair Michaelson, seconded by Supervisor Gillson, vote was unanimous in favor. Discussion included items must be township items, receipted, and questions may be directed to any Supervisor.

**Motion: Move forward with Goodwill Township website creating an email mailing list for information and creating and mailing an informational mailing by the post office to registered voters in the township.** Moved by Chair Michaelson, seconded by Supervisor Jordan. The vote was unanimous and Deputy Clerk Pam Olson was directed to proceed.

**Motion: Clerk, Deputy Clerk, and Treasurer Offices are in their homes.** Made by Chair Michaelson, no second was received. Discussion included expenditures of funds and budget considerations. **Motion was withdrawn by Chair Michaelson.** One half day is 4 hours or less = \$100, one full day is over 4 hours = \$150. Time does not include travel time and mileage will be paid.

Supervisor Jordan attended a zoom meeting for safety of Roads. Supervisor Jordan will work on bids for grading in January.

Supervisor Gillson encouraged more advertising for the Goodwill Township logo and suggests logos to be simple rather than busy.

**Report of Elections** by Deputy Clerk Pam Olson as Election Administrator: Candidacy Filing by appointment only as posted and advertised. January 13, 2026 is the last day for candidate filing and LVFB will be open from 1-5 p.m. for filing. Sample Ballot should be approved by Mark Weir, Attorney, Cook, MN. Ballots will be printed internally and candidates will be listed alphabetically if more than one candidate for a position. Notice of Election shall be posted and published in the Cook News Herald and the Timberjay news. A sample ballot will not be published, but will be posted and on the website. Election Judges are needed, cannot be related nor living with a candidate, must receive training, mileage, and wages. Need a minimum of three judges. Received permission to sign up for informed delivery and receive notices for mail deliveries. Supervisor Gillson will supply antique ballot box and lanyards. Supervisor Jordan will supply pens. For ties in election, the decision will be made with a flip of coin by the Board of Canvass. LVFB open on Saturday, March 7, 2026 9:00 a.m. - 3:00 p.m. for residents to drop off absentee ballots.

**Board of Canvass will meet on Wednesday, March 11, 2026 at 9:00 a.m. at the Lake Vermilion Fire Brigade.**

Permission was given to Pam Olson for payroll updates to attend the Minnesota Employee Tax 2 ½ hour Webinar held in January 2026.

**Motion to Adjourn** made by Supervisor Jordan, Seconded by Chair Michaelson, the vote was unanimous and the meeting was adjourned at 8:14 p.m.

Approved on January 20, 2026

---

John Jordan, Vice Chair

Attested:

---

Pamela Towle, Clerk