

DEERWOOD TOWNSHIP
ANNUAL MEETING
MARCH 11, 2025, 6:30 PM

Call to Order - Carol Pundt, Clerk
Pledge of Allegiance - Carol Pundt, Clerk
Elect Moderator (motion required)
Approve/Amend Agenda (motion required)
Minutes of 2024 Annual Meeting (motion required) - Carol Pundt, Clerk
Treasurer's Report (motion required) - Amy Donovan
Road Report - See attached

Proposed Levy for 2026 (motion required)

Designated Depository/Deerwood Bank (no motion required)

Designate Newspaper and Posting Locations (no motion required)
Newspaper - Crosby Courier

Posting Locations - Town Hall, Deerwood Post Office, Deerwood TruValu
(no motion required)

Day of Month & Time of Regular Board Meetings (no motion required)
Currently - Second Monday of the month at 7:00pm unless it is a national
holiday at which time the meeting would be on the following Thursday.

Time and Place of the Next Annual Meeting (motion required):
Currently starts at 6:30pm, Deerwood Township Town Hall - 2nd Tuesday in
March 2026

Discussion Regarding Recognition of Years of Service Plaques for Township
Supervisors/Carol Pundt:

Other business:

Adjourn:

money would be equal to \$593,000. The levy proposed in 2025 is not too far off the rate of inflation. If the Township cuts back on the levy, the Township will be behind in funding 1 year. How does the Township catch up? Fred Tessmer explained to the Board inflation hits all of us. How much will the levy be increased in the coming years. There were also questions regarding how much Crow Wing County will increase their levy over the coming years. The Town Board is trying to levy close to the annual expenditures and at the same time leave a little cushion for unexpected future expenditures.

A motion was made by David Gray and seconded by Josh Thompson to designate Deerwood Bank as the Township financial depository with Unity Bank included as needed by the Board. All voted in favor of the motion. Motion passed unanimously.

The Crosby Courier was designated as the official Township publication with the Brainerd Dispatch to be used for emergency situations at the Township's January 8, 2024, Reorganization meeting. The official posting locations are the Deerwood Town Hall, Deerwood Post Office and Deerwood TruValu. Please check the township website for the Township Calendar of events/meetings at www.deerwoodtownship.org.

The day, month and time of the regular Township Board meetings are the second Monday of the month at 7:00 p.m. unless it is a national holiday at which time the meeting will be held on the following Wednesday at 7:00 p.m.

A motion was made by David Gray and seconded by Josh Thompson to hold the 2025 annual meeting at the Deerwood Town Hall starting at 6:30p.m. All voted in favor of the motion. Motion passed unanimously.

Other Business:

A motion was made by Josh Thompson and seconded by Fred Tessmer to adjourn the meeting at 7:04pm. All voted in favor of the motion.



Clerk



Moderator

Township of Deerwood Township
 Board of Audit Report
 Year ending December 31, 2025

Township Supervisors verified the clerk and treasurer books match

Township Supervisors verify each claim and receipt at every meeting during the year so only a sampling of those documents will be checked at this time. (This could be 3 receipts and disbursements or 5, depending on the size of your board.)

Receipt Number	Verified by
763110	
763112	
763115	

Disbursement/Check Number	Verified by
10229 / 13852	
10263 / 489.84	
10266 / 841.46	

Bank statements and clerk/treasurers' balances were verified by the Supervisor. Investments were verified with statements. Indebtedness was verified with statements. (This is only if you have investments and indebtedness).

Statement of Disbursements and Receipts and other budget reports were reviewed.

[Signature] 2-24-25
[Signature] 02-24-25
[Signature] 2-24-25
[Signature]
[Signature] 2-24-25

2/24/2025



Year End

Statement of Receipts, Disbursements and Balances (Schedule 1)

Deerwood Township
Amy/Treasurer

As on 12/31/2024

Fund	Beginning Balance	Receipts	Sale of Investments	Transfers In	Disbursements	Purchase of Investments	Transfers Out	Ending Balance	Investment Balance	Total Balance
General Fund	47,050.74	114,223.33	0.00	0.00	66,928.86	0.00	0.00	94,345.21	0.00	94,345.21
Road and Bridge	127,273.74	370,726.25	0.00	0.00	352,534.16	0.00	0.00	145,465.83	0.00	145,465.83
Other Federal Programs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Town Hall	9,532.61	9,055.77	0.00	0.00	16,731.55	0.00	0.00	1,856.83	0.00	1,856.83
gas tax money	0.00	21,896.83	0.00	0.00	21,896.83	0.00	0.00	0.00	0.00	0.00
FIRE	75,123.59	17,813.17	0.00	0.00	53,925.30	0.00	0.00	39,011.46	0.00	39,011.46
Road&Bridge recon bond repayment	57,544.08	97,790.31	0.00	0.00	113,925.00	0.00	0.00	41,409.39	0.00	41,409.39
Total:	316,524.76	631,505.66	0.00	0.00	625,941.70	0.00	0.00	322,088.72	0.00	322,088.72

[Handwritten signatures and dates]

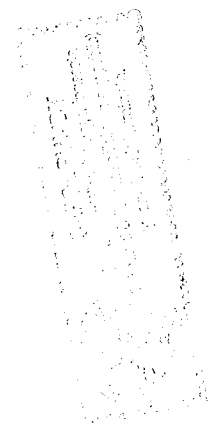
[Signature] 24 Feb 25

[Signature] 24 Feb 25

[Signature] 2-24-25

[Signature] 2/24/2025

[Signature] 2-24-25




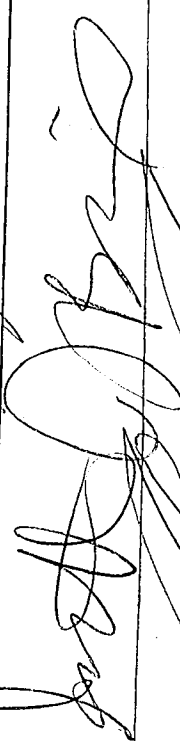

Cash Control Statement

2/4/20

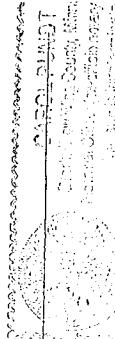
Year End

For the Period : 1/1/2024 To 12/31/2024

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	To Per Balance Statement
General Fund	\$47,050.74	\$114,223.33	\$66,928.86	\$94,345.21	\$0.00	\$454.47	\$94,799.
Road and Bridge	\$127,273.74	\$370,726.25	\$352,534.16	\$145,465.83	\$0.00	\$89,604.30	\$235,070.
Other Federal Programs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.
Town Hall	\$9,532.61	\$9,055.77	\$16,731.55	\$1,856.83	\$0.00	\$0.00	\$1,856.
gas tax money	\$0.00	\$21,896.83	\$21,896.83	\$0.00	\$0.00	\$0.00	\$0.
FIRE	\$75,123.59	\$17,813.17	\$53,925.30	\$39,011.46	\$0.00	\$0.00	\$39,011.
Road&Bridge recon bond repayment	\$57,544.08	\$97,790.31	\$113,925.00	\$41,409.39	\$0.00	\$0.00	\$41,409.
Total	\$316,524.76	\$631,505.66	\$625,941.70	\$322,088.72	\$0.00	\$90,058.77	\$412,147.

 Date: 24 Feb 25
 Date: 02 24 25
 Date: 2-24-25
 Date: 2/24/2025
 Date: 2/24/25



SCHEDULE 2

As Of: As of 12/31/2024

100: General Fund

Receipts:

Taxes

Current Ad Valorem Taxes	104,460.73	
Government Refund	1,156.50	
Forfeited Tax Sale Apportionments	51.98	
Total		<u>105,669.21</u>

Licenses and Permits

Election Filing Fee	6.00	
Total		<u>6.00</u>

Intergovernmental Revenues (IGR)

Agricultural Market Value Credit	4,690.78	
State - Payments in Lieu of Taxes	582.48	
Town Aid	2,313.00	
Total		<u>7,586.26</u>

Fines and Forfeits

Court Fines	89.99	
Total		<u>89.99</u>

Miscellaneous

Interest Earning	871.87	
Total		<u>871.87</u>

Total Receipts**114,223.33**

Other Financing Sources:

Disbursements:

General Government

Council/Town Board- Current	12,134.97	
Elections- Current	8,737.85	
Recording and Reporting- Current	860.13	
Clerk- Current	22,952.03	
Deputy Clerk- Current	1,245.30	
Treasurer- Current	10,401.31	
General Government Buildings and Plant- Current	10,391.10	
Maintenance person- Current	(0.08)	
Total		<u>66,722.61</u>

Public Safety

Communication Services- Current	75.00	
Total		<u>75.00</u>

Public Works

Road and Bridge Equipment- Current	131.25	
Total		<u>131.25</u>

Total Disbursements**66,928.86**

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2024

201: Road and Bridge

Receipts:

Taxes

Current Ad Valorem Taxes	321,436.50	
Total		<u>321,436.50</u>

Intergovernmental Revenues (IGR)

State Disaster Relief	48,789.75	
Total		<u>48,789.75</u>

Charges for Services

Street, Sidewalk and Curb Repair Fees	500.00	
Total		<u>500.00</u>

Total Receipts		<u>370,726.25</u>
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Other Financing Sources:

Disbursements:

General Government

City/Town Attorney- Current	827.16	
General Government Buildings and Plant- Current	1,653.75	
Maintenance person- Current	37,908.88	
Total		<u>40,389.79</u>

Public Safety

Communication Services- Current	62.64	
Total		<u>62.64</u>

Public Works

Paved Streets- Current	145,524.87	
Unpaved Streets- Current	107,558.68	
Ice and Snow Removal- Current	32,630.09	
Road and Bridge Equipment- Current	10,335.09	
Street Cleaning- Current	14,833.00	
Pest Control- Current	1,200.00	
Total		<u>312,081.73</u>

Total Disbursements		<u>352,534.16</u>
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Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2024

203: ARPA 2021

Receipts:

Total Receipts

0.00

Other Financing Sources:

Disbursements:

Total Disbursements

0.00

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2024

214: Town Hall

Receipts:

Taxes

Current Ad Valorem Taxes

8,905.77

Total

8,905.77

Charges for Services

City/Town Hall Rent

150.00

Total

150.00**Total Receipts****9,055.77**

Other Financing Sources:

Disbursements:

General Government

Data Processing- Current

107.36

General Government Buildings and Plant- Current

12,597.59

General Government Buildings and Plant- Capital Outlay

419.00

Maintenance person- Current

925.37

Total

14,049.32

Public Safety

Communication Services- Current

2,382.23

Total

2,382.23

Public Works

Waste (Refuse) Disposal- Current

300.00

Total

300.00**Total Disbursements****16,731.55**

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2024

225: Fire

Receipts:

Taxes

Current Ad Valorem Taxes

17,813.17

Total

17,813.17

Total Receipts

17,813.17

Other Financing Sources:

Disbursements:

Public Safety

Fire Fighting- Current

53,925.30

Total

53,925.30

Total Disbursements

53,925.30

Other Financing Uses:

SCHEDULE 2

As Of: As of 12/31/2024

302: Road & Bridge Reconstruction Bond Repayment

Receipts:

Taxes

Current Ad Valorem Taxes

97,790.31

Total

97,790.31**Total Receipts****97,790.31**

Other Financing Sources:

Disbursements:

Debt Service

Bond Principal- Current

82,000.00

Interest - Bonds- Current

31,925.00

Total

113,925.00**Total Disbursements****113,925.00**

Other Financing Uses:

STATEMENT OF REVENUES AND EXPENSES
For the Year Ended December 31, 2024

Deerwood Township

Statement of Cash Flows

For the Year Ended December 31, 2024

For the period: 1/1/2024 To 12/31/2024

Investment Type	Description	Beginning Balance	Date	Deposits	Withdrawals	Ending Balance
	Total	0.00		0.00	0.00	0.00
	Total All Investments	0.00		0.00	0.00	0.00

As of As of 12/31/2024

Personal Services	
Bonita Rekucki	340.00
Burdell Walth	170.00
Carolyn Mogen	170.00
Dan Willett	5.36
David Gray	323.22
Debbie Willett	170.00
Internal Revenue Service	19,664.78
Kathy Reilly	264.00
MATIT	4,931.00
MN Dept of Revenue	4,863.82
Payroll Period Ending 01/31/2024	4,596.14
Payroll Period Ending 02/13/2024	5,114.97
Payroll Period Ending 03/31/2024	4,949.26
Payroll Period Ending 04/30/2024	5,666.80
Payroll Period Ending 05/31/2024	4,863.77
Payroll Period Ending 06/30/2024	4,795.20
Payroll Period Ending 07/31/2024	5,509.07
Payroll Period Ending 08/31/2024	4,607.46
Payroll Period Ending 09/30/2024	8,705.48
Payroll Period Ending 10/31/2024	4,927.25
Payroll Period Ending 11/30/2024	5,412.76
Payroll Period Ending 12/31/2024	8,219.37
Penmac Staffing Services Inc	188.79
Public Employees Retirement Assoc.	10,313.67
Supplies	
Bjerga's Feed Store	179.60
Carol Pundt	52.72
Crow Wing County Highway Department	89,604.30
Cuyuna Lakes Parts City	80.93
Deerwood True Value	3,308.03
Diamond Mowers, LLC	635.29
Dust-B-Gone	29,990.40
Dynasty Tree Experts	4,000.00
Holmvg Excavating, LLC	105,105.20
Iron Valley Equipment & Mfg LLC	277.49
Oberg Fence Co	1,386.00
Poster Compliance Center	69.95
TemcoEquipment & Mfg Co, LLC	2,332.41
The Office Shop	1,137.53
WEX Bank	2,515.45
Other Services and Charges	
Amy Donovan	306.82
AT&T Mobility	925.37
AutoSmith Service Group, LLC	2,577.22
Beaudry Oil & Propane	3,323.61
Birdie Walth	6.70
Bonita Rekucki	81.74

As of As of 12/31/2024

Other Services and Charges (Continued)	
Borden Steinbauer Krueger & Knudson	827.16
Burdell Walth	6.70
Carol Jensen	241.87
Carol Pundt	424.73
Carolyn Mogen	13.40
City of Crosby	262.50
City of Deerwood	53,925.30
Claudia Tessmer	6.70
Crosby Ironton Courier	860.13
Crow Wing County Asso. of Twp	200.00
Crow Wing County Land Services	25.00
Crow Wing County Landfill	96.00
Dan Willett	239.68
Debbie Willett	16.08
Deerwood Bank	18.00
Eileen Leino	36.52
Eric Anderson	53.06
Holmwig Excavating, LLC	80,468.00
Hudrlik Carpet & Tile	596.94
Irondale Township	180.00
James Walth	760.33
Judi Smith	1.34
Judith Smith	1.34
Julie Hella	33.50
Kathy Reilly	85.76
Margaret Blistain	11.39
MATIT	3,749.00
Matt Landrus	1,200.00
Microsoft	107.36
Midwest Machinery Co.	2,748.83
Mille Lacs Energy Cooperative	315.00
Minnesota Asso of Townships Trusts	200.00
Minnesota Association of Townships	916.36
Minnesota Power	1,714.82
Northland Fire Protection	137.00
Patricia Vang	105.86
Rickey Paulsen	28.81
Ron's Auto Repir	1,368.63
Spectrum/Charter Communications	2,382.23
Steve Reilly	191.44
Timber Lakes Septic Services, Inc.	300.00
USPS/Postmaster	72.00
Capital Outlay	
The Office Shop	419.00
Debt Service	
Northland Trust Services, Inc.	113,925.00
Other Financing Uses	

Total

625,941.70



Annual Report
2024 Results and 2025 Plans
Prepared by Steve Reilly
Deerwood Township Road overseer and Maintenance Supervisor

March 3, 2025

Expense control

The Township completed the year +\$18,333 over budget. This deviation is due almost entirely to tornado damage in June 2024. Repairs have been completed and billed to Homeland security. When paid, we will have ended the year approximately \$6,000 under budget. An excellent result!

Calendar year	2024
R&B Levy	\$580,000
Budget	\$365,536
Actual	\$383,869
difference	+\$18,333

Routine maintenance

Deerwood Township roads continue to be well maintained through proactive, timely and cost-effective planning.

Chip seal/Seal coat

During 2024 Deerwood Township Chip sealed Linberg road with the expectation that the process will extend the life of the road for a few additional years. While the Township planned to Chip seal Rice Lake Road during 2025, detailed inspection tells us that its age and current condition prevents and significant, if any, benefit. Instead, Deerwood Township has

secured an estimate to reclaim the road. This possible option is under consideration.

Crack fill

This maintenance operation is crucial to preservation of bituminous roads. Without preventative maintenance, moisture below paved surfaces freeze/thaw and expand causing failure. It was somewhat magnified in 2024 with the mild winter. The customary crack filling will take place in 2025 with a projected expense of \$13,225.

Culvert maintenance

I expect to replace identify and replace culverts based on the last 5-year average for a cost of \$6,550.00 during 2025

Road Grading

The 2024 Budget is based on an average over the last 5 years. The Townships gravel roads are in excellent condition primarily because of routine grading. The 2025 budget is based on a recent 5-year average expense or \$28,100.00

Road Gravel

Continued reduction is expected based on the volume of gravel we have applied over recent years reducing future needs. Every effort will be made to limit Gravel application to the budgeted amount of \$36,200.00. Gravel and grading are the very lifeblood of our unpaved surfaces.

Traffic signs

Retro reflectivity testing will continue in 2025. Based on past experience, Deerwood Township will need to replace a number of signs at a cost of approximately \$1,500.00 to maintain reflectivity standards.

Road sweeping

Each Spring we remove sand/salt accumulated throughout winter months. A Budget of \$3,525.00 has been established for 2025. This is slightly higher than other years because of a need for sand application. This occurs

during periods of lower snow fall levels, but higher frequency of freezing conditions.

Road ROW ditching

Ditching along road right of ways is crucial to control/avoid flooding and washing of gravel surfaces. A low snow volume and generally dry conditions influences the need. I expect to need minimal ditching in 2025 at a cost of \$4,500.00.

Equipment

The Township truck was replaced and currently has approximately 10,000 miles on its odometer. The Ford tractor underwent significant repairs in 2024. Specifically, a major hydraulic leak. I anticipate additional maintenance during 2025 preparing a combined budget of \$3,000.00. The John Deere tractor is operating as it should and I don't anticipate any change. Any eventual difficulty will likely be covered by the \$3,000 combined budget.

Conclusion

I am always available to answer specific questions. I may be reached at (218) 820-7211 or Steve.Reilly@deerwoodmn.gov

Respectfully Offered,



Steve Reilly
Deerwood Township
Maintenance Supervisor/road Overseer

PROPOSED
DEERWOOD TOWNSHIP LEVY SUMMARY
2026

<u>FUND</u>	<u>2025/A</u>	<u>2026/B</u>
General	\$ 70,000	\$ 30,000
Town Hall	\$ 25,000	\$ 25,000
Road & Bridge	\$400,000	\$ 500,000
Fire	\$ 30,000	\$ 60,000
Road & Bridge Bond Repayment	\$110,000	\$ 110,000
TOTAL LEVY	\$635,000	\$ 725,000

Deerwood Township Fire Report

During 2024 Deerwood Fire responded to 74 calls throughout the year including structure fires, motor vehicle accidents and fires, wildfires, numerous rescue situations (including bike trail, snowmobile, ATV and other recreational activity rescues), service calls like roadway hazards, traffic control etc, a handful of alarm calls and severed weather responses including 1 major tornado event in 2 of our township coverage areas.

During 2024 DFD applied for a handful of different grants to help with funding. We were awarded a couple small grants and we are waiting to hear back on a large FEMA grant for new turnout gear and a couple more SCBA packs. The annual grant usually available from Sourcewell was not available this year as the funds were all spoken for, we will be applying again this year in 2025. We will also still be applying this spring for the DNR \$5000 matching grant once again. Many of our grants we apply for have a matching amount necessary to be eligible so the donations we continue to get from the community are greatly appreciated and necessary to be able to take advantage of these grants and funding.

We are in the process of spec'ing a new fire truck. We previously put it on hold for 1-2 years due to price increases but with gambling donations and the contributions to our truck fund from the townships and city of Deerwood we are back on track and hope to be ordering a truck to replace a 30 year old engine with a new engine that also carries the same capacity of water as our tanker so that will increase our water on scene which benefits the townships more. This truck replacement is part of our ongoing plan to keep our equipment up to date and not letting our oldest trucks get much older than about 30 years.

We appreciate the partnership and take great pride in serving the surrounding communities in which we live.

We always welcome questions and we are happy to attend meetings anytime throughout the year as requested.

Sincerely,

Your friends with the Deerwood Fire Department

Mike Bodle,

Fire Chief