

Deerwood Township  
Regular Monthly Board Meeting  
Deerwood Town Hall  
October 16, 2025  
7:00pm

Board of Supervisors:

Scott Brix-Supervisor

Josh Thompson – Vice-Chairman

David Gray – Chairman

Carol Pundt– Clerk

Amy Donovan - Treasurer

Steve Reilly – Road Overseer

Present: David Gray, Amy Donovan, Steve Reilly, Josh Thompson, Scott Brix, Carol Pundt

Absent: None

Attendees: Jerry & Kim Huchison

David Gray called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

A motion was made by Josh Thompson and seconded Scott Brix to approve the agenda. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Josh Thompson and seconded by Scott Brix to approve the minutes of September 8, 2025, Board meeting and October 6, 2025, Public Hearing. All voted in favor of the motion. Motion passed unanimously.

A motion was made by Josh Thompson and seconded by David Gray to approve the Treasurer’s Report, subject to audit, for the month ending September 30, 2025. All voted in favor of the motion. Motion passed unanimously. A motion was made by Josh Thompson and seconded by Scott Brix to deposit the Supplemental Holmstead monies from Crow Wing County in the amount of \$21,745.61 into the General Fund. All voted in favor of the motion. Motion passed unanimously.

Approval of Claims: A motion was made by Josh Thompson and seconded by Scott Brix to accept and approve the claims for the month of October totaling \$17,719.99 ck# 10750-10767, EFT-F-10-2025, EFT-P-10-2025, EFT-M-10-2025 and EFT-W-10-2025. All voted in favor of the motion. Motion passed unanimously.

Roads:

Road Overseer’s Report/Steve Reilly: Steve reported to the Board \$195,067.00 out of an approved budget of \$425,990.00 has been spent on roads in the Township so far this year. Steve is working on the proposed 2026 budget off the previous 5 years of billings. The tar and shoulder work has been completed on the Cascade/Black Lake Road project. The Board also discussed the possibility of adding Orleland Mine Road as a project in 2026 depending on the estimated costs for paving Deer Trail Drive.

Deer Trail Drive: A motion was made by Josh Thompson and seconded by Scott Brix to have Steve Reilly contact Steve Strochein at the Crow Wing Highway Department to let him know that the Township wants to move forward with changing the access to Deer Trail with a curve off Agate Lake Road. All voted in favor of the motion. The Township is hoping for some engineering help from the Crow Wing County Highway Department. Steve will stake the proposed road realignment after Scott Brix has gotten approval from the landowner.

Driveway Permit Policy: A motion was made by Josh Thompson and seconded by Scott Brix to approve the Township's Driveway Permit policy. All voted in favor of the motion. Motion passed unanimously. Carol Pundt was asked to find out from the Township Attorney if a damage deposit is in the Township's authority to cover damage to the roadway during new home construction.

Swanson Road Cartway Update: The special meeting for the damage determination is set for October 28, 2025, at 7pm at the Deerwood Township Hall. The appraiser has notified the Board the damage assessment will be completed by October 24<sup>th</sup>.

Vision Drive: The Knife River estimate for resurfacing Vision Drive cul-de-sac is \$55,000 with the possibility of work being done in 2027.

Northbound Traffic on Fridays (Hwy 6): Traffic is using Placid and Lindberg roads to avoid the back up at the stop sign on Highway 6 approaching Deerwood. Steve is planning on doing a traffic count this Fall and again next the Summer.

Township Road Mileage Certification: A motion was made by Josh Thompson and seconded by Scott Brix to certify that the Township Road mileage from the Crow Wing County Highway Department is accurate. All voted in favor of the motion. Motion passed unanimously.

New Road Construction Standards for Road Takeovers by the Township: A motion was made by Josh Thompson and seconded by Scott Brix to adopt Crow Wing County's standards for the townships/unorganized territories to be used as Deerwood Townships Road standards for new construction. All voted in favor of the motion. Motion passed unanimously.

Bituminous Seal Coating Projects for 2026: A motion was made by Josh Thompson and seconded by David Gray to approve having Steve Reilly contact Crow Wing County Highway Department. Deerwood Township may be interested in having Beach Road seal coated in 2026 on the condition that the Township has the ability to pull out of the agreement if the bid is over \$50,000. All voted in favor of the motion. Motion passed unanimously.

Variance Request for a Conditional Use Permit: No action was taken on the Conditional Use Permit for Lakes Premier Storage LLC. The Township Board met the same night as Crow Wing County was hearing the request.

Town Hall Plant Update: Carol Pundt reported to the Board her computer is using Microsoft 10 and needs to be updated to Microsoft 11. Since the computer is processing very slow, she also has concerns the computer may not be able to upload the new program. A motion was made by Scott Brix and seconded by Josh Thompson to have Carol do whatever needs to be done to add Windows 11 even if it means a new computer. All voted in favor of the motion. Motion passed unanimously. At the November Board meeting Carol will report options back to the Board.

Planning and Zoning Discussion/Josh Thompson: Josh is still gathering information. He will have an update at the November Board meeting.

Township Legal Seminar: Carol attended a Township Legal Seminar in September. She will be sharing what she learned with the Board over the next months.

Minnesota Paid Leave Discussion: A motion was made by Scott Brix and seconded by David Gray for the Township to pay the full monthly premium (employee & employer which also includes Supervisors). All voted in favor of the motion.

Motion passed unanimously. The estimated monthly amount is \$54.00. Carol Pundt will have a resolution at the November Board meeting for the Board to sign.

A motion was made by Josh Thompson and seconded by Scott Brix to set the date and time for a special meeting for the Supervisors to discuss the employee evaluation process for December 15, 2025, at 7pm at the Township Town Hall along with December 19, 2025, at 7pm for in person employee evaluations. All voted in favor of the motion. Motion passed unanimously.

Other Business to Come Before the Board: Nothing Discussed by the Board.

All emails/correspondence received by the Township were reviewed by the Board.

A motion was made by Josh Thompson and seconded by Scott Brix to adjourn the meeting at 8:35pm. All voted in favor of the motion. Motion passed unanimously.

**Attest:**

Supervisor: \_\_\_\_\_ Dated: \_\_\_\_\_

Supervisor: \_\_\_\_\_ Supervisor; \_\_\_\_\_