

# Township of Breitung Agenda - Regular Board Meeting

Township of Breitung Regular Board Meeting 01/16/2025

Breitung Community Center 6:00 PM

- Call the meeting to order/Roll Call
- Acceptance of Agenda
- Approval of Minutes
  - 12/19/24 Regular Board Meeting
- Approval of December 2024 Treasurer's Report
  - Checks Written 49430 - 49533
  - Total Disbursements - \$226,942.97
  - Fund Balance - \$445,248.25
  - Voided Checks – None
- Correspondence  
None
- Public Input

## Reports:

- Police-Attached
- Fire-Attached
- Road and Bridge
- Wastewater Board
- Ambulance Commission
- Housing-Attached

## Old Business

- Current Infrastructure Projects
  - 2025 Infrastructure
  - 2023 Infrastructure
  - 2022 Infrastructure
  - McKinley Park Trail Loop
  - Thompson Farm Road
- Flood/FEMA process – update attached
- Account Balances Review
- Breitung Township Water Department – Water Accounts Manager

### **New Business**

- Pay Bills as presented
- Skating Rink & Shack
- Resolution 2025-01: Election Judges
- Resolution 2025-02: Absentee Ballot Board
- Resolution 2025-03: Water Treatment Plant

### **Next Board Meetings**

Regular Board Meeting: February 20<sup>th</sup>, 2025 at 6:00 PM at the Breitung Community Center

Board of Audit Meeting: February 20<sup>th</sup>, 2025 immediately following the Regular Board Meeting at the Breitung Community Center

### **Adjourn**

## **Township of Breitung Regular Board Meeting 12-19-2024 at 6:00 PM. In Person Meeting at the Breitung Community Center**

### **Present In Person:**

**Board Members:** Chairman Tim Tomsich, Supervisor Matt Tuchel, Supervisor Erin Peitso, Clerk Amber Zak

**Public:** Chief Daniel Reing, Bradley Roy, Clara Roy, Trish Roy, Pam Hill, Tooty Roy, Paul Roy, Jodi Summit (The Timberjay Newspaper), Terry Carlson (The Tower News, arrived at 6:01 PM), Jim Battin (arrived at 6:34 PM)

Call to Order at 6:00 PM by Chairman Tim Tomsich

### **Acceptance of Agenda**

Motion by Supervisor Peitso to accept the agenda as presented

2<sup>nd</sup> by Supervisor Tuchel

Motion Passed 3-0

### **Approval of Minutes and Treasurer's Report**

Motion by Supervisor Tuchel to approve the minutes of the 11/19/24 Special Board Meeting as presented and the November 2024 Treasurer's Report as presented

2<sup>nd</sup> by Supervisor Peitso

Motion passed 3-0

### **Correspondence**

- St. Louis County: Variance Request Application - McCarty
- St. Louis County: Proposed Floodplain Ordinance
- Highway 169 Task Force

### **Public Input**

- None

### **Reports**

- Police – Chief Reing initiated his report with the retirement of Badge #136, having belonged to Officer James Hill; members of Officer Hill's family were present for the retirement of the badge and Chief Reing's speech of appreciation for him, listing many of his accomplishments for Breitung Police Department. Chairman Tomsich additionally commented on the advancements that Officer Hill made for the Breitung Police Department, bringing it fully into a modern police department. The family were appreciative of the gesture.

Chief Reing further discussed the possibility of enforcing parking tickets; he explained that while the tickets are generally for the same few households, they generally remain unpaid and the issues continue to go unresolved. The board could look into formally correcting the issue or advancing the enforcement of the ordinances (blight and parking).

- Fire – Attached
- Road and Bridge – Attached
- Wastewater Board – Supervisor Tuchel noted that funding would need to go up from both Tower and Soudan, he further noted that Breitung Water & Sewer Rates would need an increase

- Ambulance Commission – Supervisor Tuchel informed the board that the City of Tower had signed a contract with St Louis County and Virginia Fire & Ambulance to have a sprint medic stationed in Tower. The sprint medic would provide advance life support when needed, beginning in March 2025.
- Housing – Attached

Reports so noted.

### **Old Business:**

#### 2025 Infrastructure

Remains the same, Chairman Tomsich will continue to work with IRRR to get the project funded now that the CDBG funding is gone.

#### Current Infrastructure Projects

John Jamnick of JPJ provided an update on several projects via email:

- 2022 Infrastructure: sent final pay estimate #4 to Mesabi Bituminous on 11/13/24, no return
- 2023 Infrastructure: sent Partial pay estimate #2 to Mesabi Bituminous on 11/12/24, no return
- Thompson Farm Road: sent plans and permit applications to MnDOT for review, spoke to Eric Fallstrom, after MnDOT comments are received, plans can be submitted for final state aid review (February 2025) for spring bidding
- McKinley Loop Trail: plans 95% done, environmental review 90% done, wetland delineation started; working with DNR, SHPOI on final environmental comments, met with the trail committee in Tower on 12/06/24 to review the plans, Tower is working with the airport on the final location in the airport area, easement issues to address, funding application is being submitted
- Wastewater board: received Braun Intertec report on the RIB project on 12/17/24, need to review with Matt Tuchel and bring final engineering report to wastewater board.

#### Loop Trail Connection

Chairman Tomsich discussed further status on the loop trail: the FAA was okay with the plans, however wetlands were still an issue. The funding had changed due to wetlands eligibility; IRRRB funds could be applied for and the City of Tower would need to split the \$60k-\$70k shortfall, St Louis County board had approved the plans and resolved to be the fiscal agent.

#### Thompson Farm Road

Previously discussed during current infrastructure projects.

#### Flood/FEMA process

Clerk Zak expressed frustration with the SAM.gov activation progress, citing the township's name as the main issue; in reviewing multiple documents, it was noted that the township used multiple iterations of its name (Town of Breitung, Breitung Township, Township of Breitung, etc). Supervisor Tuchel noted that if issues continue, the board could consider contacting local congresspeople to help move things along.

#### Police Contract with City of Tower

The police contract had been approved by Tower and includes the usual increases for labor, benefits and inflation. It also include a 50% split of part-time officers up to 500 hours per year; it was noted that the next contract should consider the amount of time spent in Tower vs Breitung. The current contract is based on a 50/50 time split and the board wasn't sure that was an accurate representation of police hours.

Motion by Supervisor Tuchel to approve the 2025 police contract with the City of Tower

2<sup>nd</sup> by Supervisor Peitso  
Motion Passed 3-0

Water Commission Dissolution and Department Formation

Resolution 2024-26: Resolution Accepting Control of Water Accounts Within Breitung Township and Forming The Breitung Township Water Department Under Management of the Breitung Town Board as of January 1, 2025.

Motion by Supervisor Tichel to pass Resolution 2024-26

2<sup>nd</sup> by Supervisor Peitso

Motion passed 3-0

Resolution 2024-27: Resolution Authorizing Contract with Interested Officer Under Minn. Stat. 471.88, subd.5  
Motion by Supervisor Tichel to amend and pass Resolution 2024-26 citing 3/31/2025 as an end date for said contract.

2<sup>nd</sup> by Supervisor Peitso

Motion passed 3-0

The job description provided by Jorgine Gornick would be approved and amended following the initial 3-month experience with the newly created position.

**New Business:**

Pay Bills as Presented

Motion by Supervisor Tichel to Pay Bills as Presented

2<sup>nd</sup> by Supervisor Peitso

Motion Passed 3-0

Account Balances Review

Discussion was had regarding the account balances and equipment replacement fund; it was noted that in previous years, funds had generally been transferred prior to year end so that at the annual meeting, residents had a clear year end picture. However, since all receipts were not yet in place, it was decided that the board would finalize the balances once all money and bills had been received.

Resolution 2024-28: Support of the Construction of the McKinley Trail CR 697 and make Application to the MN-Dot Active Transportation Grant

Motion by Supervisor Tichel to pass resolution 2024-28, noting the application to be submitted January 2025

2<sup>nd</sup> by Supervisor Peitso

Motion Passed 3-0

Resolution 2024-29: Resolution Authorizing the Township of Breitung to make Application to and Accept Funds From the IRRRB FY24 Grant Writing Assistance

Motion by Supervisor Tichel to pass resolution 2024-29

2<sup>nd</sup> by Supervisor Peitso

Motion Passed 3-0

International Union of Operating Engineers: Memorandum of Understanding

Chairman Tomsich commented on the document to be signed, indicating that it had to do with the dissolution of the Breitung Township Water Commission and that Tom Gorsma would now be compensated for his work for the Water Department directly from the Township of Breitung as part of his union agreement

Motion by Supervisor Peitso to approve and sign the Memorandum of Understanding from the International Union of Operating Engineers, Local 49

2<sup>nd</sup> by Supervisor Tuchel

Motion passed 3-0

#### PFA Loan Cancellation

Supervisor Tuchel discussed the Waste Water Board having had a gap in funding for the Force Main Project, which was why the PFA loan was originally needed. He elaborated that disbursements can only be made if the property is *owned*; easements had been lost due to expiration of the railroad lease. The Wastewater Board chose to not go forward with the loan and decided to cancel it

Motion by Supervisor Peitso to cancel the PFA loan

2<sup>nd</sup> by Supervisor Tuchel

Motion passed 3-0

#### Soudan Store Cigarette License: 2025

Motion by Supervisor Peitso to issue a 2025 Cigarette License to the Soudan Store pending necessary items (Certificate of Liability Insurance, Application, and fee) being returned

2<sup>nd</sup> by Supervisor Tuchel

Motion passed 3-0

#### Police Badge & Patch Update

Chief Dan Reing explained that due to the change in the Minnesota State Flag, all law enforcement agencies were required to update their badges, and that ordering prior to January 1, 2025 was necessary to be in compliance with state law. Chief Reing presented a mock-up badge displaying Breitung Township's logo; he was requesting 8 new badges (2 for Chief Reing and an additional 6 for part time officers) for an estimated cost of \$1216.00. Discussion was had on whether purchasing all of them at this time was necessary, it was noted that surcharges would likely be applied to multiple orders over time and that this was likely the lowest cost for all 8 badges. Retired Officer Battin volunteered to purchase one of the previous badges as a keepsake to offset the cost of the new badges; it was noted that selling the badges was likely not allowed, but Officer Battin could certainly make a donation to the Township if he wished to do so.

Motion by Supervisor Tuchel to approve the change and purchase of the 8 badges

2<sup>nd</sup> by Supervisor Peitso

Motion passed 3-0

#### Police Department Applicant

Chief Reing discussed that he had a new applicant for part-time police officer and provided the board with the application. He would be running background checks, physical, and psych evaluation and would be looking to make an offer in January if all tests were passed. The board acknowledged the process.

#### Police Department Employment Offer: Ashlan Barthorpe

Motion by Supervisor Peitso to extend a conditional offer of employment to Ashlan Barthorpe pending the passing of the background, physical, and psych evaluations

2<sup>nd</sup> by Supervisor Tuchel

Motion passed 3-0

### New Squad Car

Chief Reing notified the board that he was interested in starting the process of replacing the current squad car, noting the current vehicle had 91k miles on it, though no other issues at this time. He estimated a new squad would be in the \$50k range and would likely have a lead time of 6 months to a year. Retired Officer Battin noted that in other agencies that he had worked, squads were usually replaced at 75k miles. Chief Reing's concerns were that the wear on the car would start showing and that the Township would then need to spend money repairing it. He estimated that he puts 15k – 20k miles on per year and it was a 2017 model. It was noted that there was \$42k in the reserve fund. Chief Reing was given the go-ahead to start pricing out squad purchase prices and report back to the board.

### Firehouse Grant Side x Side

Chief Reing indicated his interest in again applying for a Firehouse Grant for a side by side to be used mutually by the fire department and the police department.

Motion by Supervisor Tuchel to pass Resolution 2024-30: Resolution Authorizing The Township of Breitung, Breitung Police Department, and Breitung Fire Department to Make Application to and Accept Funds From Firehouse Subs Foundation Grant Program

2<sup>nd</sup> by Supervisor Peitso

Motion passed 3-0

### Public Comment

James Battin: Requested a moment at the end of the meeting to thank Chief Reing and the Breitung Township Board for the opportunity to serve the community.

### Next Board Meetings

St. Louis County Board Meeting: January 14, 2025 at 10:00 AM at the Breitung Community Center

Regular Board Meeting: Thursday, January 16, 2025 at 6:00 PM at the Breitung Community Center

### Adjourn

Motion by Supervisor Tuchel to adjourn the meeting at 7:39 PM

2<sup>nd</sup> by Supervisor Peitso

Motion passed 3-0

Respectfully Submitted

Amber Zak

Clerk, Breitung Township

# TOWNSHIP OF BREITUNG

Dec-24

GENERAL	218,259.23
ROAD & BRIDGE	(4,667.27)
FIRE	53,193.27
PARK	45,208.36
RECREATION	20,222.42
POLICE	104,675.82
PROJECTS	(79,846.59)
WATER DEPT	88,203.01
ARPA	0.00
TOTALS	445,248.25





# BREITUNG POLICE DEPARTMENT

SERVING BREITUNG TOWNSHIP, THE TOWN OF SOUDAN, AND THE CITY OF TOWER

PHONE: (218) 753-6660

41 1<sup>ST</sup> AVE • P.O. BOX 6

DANIEL REING

FAX: (218) 753-2407

SOUDAN MN 55782

CHIEF OF POLICE

## December 2024 Monthly Report

**Calls for Service (ICRs)**                      67

**Citations**                                      2

1 adult female issued citation for 4<sup>th</sup> Degree DWI (also arrested)

1 adult female issued a parking citation for parking in snow removal area

**Arrests**                                        2

1 adult female arrested for 4<sup>th</sup> Degree DWI

1 adult male arrested for 3<sup>rd</sup> Degree DWI



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DANIEL REING

FAX: (218) 753-2407

SOUDAN MN 55782

CHIEF OF POLICE

The year has gone by so fast. It is hard to believe we are already nearing the end of the year. I hope everyone has a fantastic holiday time. I am happy to say all businesses that were checked passed the mandatory compliance checks. Good job to their staff for doing their jobs. As a reminder, please move your vehicles off of the streets before the snow arrives from forecasted storms. It is difficult for our plow trucks to clear our roadways as it is. Parking citations will be issued and vehicles possibly towed.

Jon Shenett has accepted a conditional offer of employment and the background process will be starting soon. We hope to have him onboard this winter. 2024 has been a busy year for our department, I am sure 2025 will be no different.

Please stay safe this season Merry Christmas and have a happy new year.

Daniel Reing

**Breitung Fire & Rescue**  
**Box 337**  
**33 1<sup>st</sup> Ave.**  
**Soudan, Mn. 55782**

**December 2024 Fire Dept Report**

Our regular monthly fire department meeting was held on 01/11/2024.

This month's training of Cold-Water Rescue was rescheduled due to ice and weather conditions. Instead inventoried all the gear used for cold weather rescue and also did training with our rescue snowmobile.

Our rescue vehicle number three has been repaired and returned to us and is fully operational. Our number one engine also needed minor repairs on the pump side of things and has been repaired and fully operational.

We received four calls for service for the month of December and it consisted of a one vehicle accident in Tower, personal injury accident on Hoo Doo Pt. Road, snowmobile accident in Greenwood Twp and we assisted the Tower Ambulance with a call in Kuglar Twp.

## Road and Bridge report January

Usual plowing and sanding and winging

Continued maintenance and flooding at rink, opened December 20th

Closed rink on December 27th due to unseasonably warm temperatures

Re-flooded and open rink again on January 4th

Maintenance on equipment and buildings

Painting and repairing picnic tables

## Flood/FEMA Process

- Sam.gov profile now active, Breitung Township should be able to accept funds through the system once they come through
- A meeting with the mitigator indicated that mitigation was generally given at a 100% match rate to the repair-in-kind costs; some of our mitigation totals on different projects have been over the repair-in-kind cost and would likely not be fully reimbursed.
  - Tom would work with contractors to get a quote for repair + mitigation on Stuntz Bay Road next summer; FEMA estimated a repair-in-kind cost of \$8,963.78
- Tom has spoken to Mesabi Bituminous to provide billing for their work on several flood projects; once those bills are received, Amber will submit the remainder of completed projects to FEMA and check on wait times for reimbursement

**RESOLUTION APPOINTING  
ELECTION JUDGES  
2025-01**

**WHEREAS:** Minnesota Statutes § 204B.21 allows Breitung Township to appoint election judges;

**WHEREAS:** Minnesota Statutes § 204B.19, subdivision 2 requires that an election judge (1) can read, write, and speak the English language, (2) is not the spouse, parent, child, or sibling of any election judge serving in the same precinct or any candidate of the election, (3) is not domiciled, either permanently or temporarily with any candidate at the election, or (4) is not a candidate in the election;

**WHEREAS,** the base number of required election judges for an election in Minnesota under Minnesota Statutes § 204B.22 has been determined to be a minimum of (4) Four for the precinct of Breitung Township;

**WHEREAS,** the clerk recommends election judges due to the anticipated voter turnout, election judge availability, and necessity of maintaining party balance at all times during the day; and

**WHEREAS:** the following list of judges fulfills the requirements listed in Minnesota Statutes § 204B.19, subdivision 2:

<u>Laura Zollar</u>	<u>Katy Popesh</u>	<u>Trudy Hendricks</u>
<u>Randy Winkler</u>	<u>Kathleen Zavodnik</u>	<u>Laurie Anderson</u>
<u>Teresa Doliner</u>	<u>Stephanie Ukkola</u>	<u>Sally Turk</u>
<u>Cindy Zollar</u>	<u>Miranda Kishel</u>	<u>Corrine Hill</u>
<u>Dianna Sundahl</u>	<u>Renee Pearson</u>	<u>Michelle Anderson</u>

**WHEREAS:** under Minnesota Statutes § 204B.21, subdivision 2, a resolution is mandatory if the appointment of the election judge is within 25 days of the election in which the election judge will serve.

**WHEREAS:** 03 / 11 /2025 is the date of the election in which the election judge is to serve;

**NOW, THEREFORE BE IT RESOLVED:** the Town Board of Breitung Township hereby appoints the following election judges as eligible to serve in the Local Township Election on March 11th, 2025, pending completion of their training and otherwise qualifying for the office:

<u>Laura Zollar</u>	<u>Katy Popesh</u>	<u>Trudy Hendricks</u>
<u>Randy Winkler</u>	<u>Kathleen Zavodnik</u>	<u>Laurie Anderson</u>
<u>Teresa Doliner</u>	<u>Stephanie Ukkola</u>	<u>Sally Turk</u>
<u>Cindy Zollar</u>	<u>Miranda Kishel</u>	<u>Corrine Hill</u>
<u>Dianna Sundahl</u>	<u>Renee Pearson</u>	<u>Michelle Anderson</u>

**BE IT FURTHER RESOLVED:** the Town Board of Breitung Township hereby authorizes any election judge to be compensated as required by Minnesota Statutes § 204B.31, in an amount set by the Town Board at their regular hourly rates for the clerk and deputy clerk and at \$ 17.00 per hour for all other trained election judges, which is not less than the prevailing Minnesota minimum wage, (plus meals the day of the election) ;

**BE IT FURTHER RESOLVED:** the Town Board of Breitung Township hereby authorizes the Town Clerk to add additional election judges as needed and allowed by Minnesota Statutes § 204B.21.

Passed this 16<sup>th</sup> day of January, 2025

BY THE BREITUNG TOWN BOARD: Chairman Tomsich, Supervisor Peitso, Supervisor Tuchel

Ayes:

Nayes:

Tim Tomsich, Town Board Chair

Attest:  
Amber Zak, Township Clerk

RESOLUTION 2025-02  
BREITUNG TOWNSHIP of St. Louis County, MN  
**Resolution Appointing 2025 Absentee Ballot Board**

**Whereas**, Minnesota Statutes Section 203B.121, subd.1 requires the Town board, as governing body of the Town, to appoint a ballot board to process all absentee ballots returned to the Town clerk for the Township Election.

**Whereas**, the ballot board must consist of election judges trained in the handling of absentee ballots, or staff trained as election judges; and

**Whereas**, even though only two members are required to meet whenever an absentee ballot needs to be processed, the ballot board must consist of at least the same number of members as the minimum number of required election judges for the Town election, which pursuant to Minnesota Statutes Section 204B.22 has been determined to be three. Whereas, the Town Board for the Town of Breitung has appointed its election judges for the 2025 Township of Breitung Local Election.

**Now Therefore Let It Be Resolved:** That the Town Board for the Town of Breitung hereby appoints the following election judges to serve as the ballot board required to perform all duties required in the processing of absentee ballots required under Minnesota Statutes Section 203B.121 and all other applicable statutes and rules:

Trudy Hendricks, Katy Popesh, Randy Winkler

**Be It Further Resolved:** That the Town Board of the Town of Breitung hereby authorizes any member of the ballot board to be compensated as required by Minnesota Statutes Section 203B.121, when said member performs any required duty of the ballot board.

Adopted by the Breitung Town Board, January 16<sup>th</sup>, 2025

Upon vote taken the following voted: Chairman Tim Tomsich, Supervisor Erin Peitso, Supervisor Matthew Tuchel

For:

Against:

**By the Breitung Town Board**

**Attested to by**

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**Town Chair-Tim Tomsich**

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**Town Clerk-Amber Zak**



**RESOLUTION NO. 2025-03**

**A RESOLUTION AUTHORIZING BREITUNG TOWNSHIP TO ISSUE A GENERAL OBLIGATION NOTE TO THE CITY OF TOWER FOR ITS PORTION OF PAYMENTS RELATED TO THE WATER TREATMENT FACILITY LOAN**

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**WHEREAS**, Breitung Township is a party to the Tower Breitung Wastewater Board (TBWWB), established through a Joint Powers Agreement on June 2, 1987, between the City of Tower and Breitung Township; and

**WHEREAS**, the Tower Breitung Wastewater Board is constructing a Water Treatment Facility to enhance wastewater treatment infrastructure for the region; and

**WHEREAS**, the Minnesota Public Facilities Authority (PFA) is providing partial funding for the construction of the Water Treatment Facility through a loan agreement with the City of Tower; and

**WHEREAS**, Breitung Township recognizes its financial obligation to the TBWWB and the need to ensure its portion of payments toward the City of Tower's PFA loan are met in a timely and fiscally responsible manner; and

**WHEREAS**, Breitung Township has determined that issuing a General Obligation (GO) Note to the City of Tower for 45% of the debt service payment, its portion of the payments will provide a clear and efficient mechanism to fulfill this obligation;

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**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF BREITUNG TOWNSHIP, MINNESOTA, THAT:**

**1. Authorization to Issue GO Note:**

Breitung Township shall issue a General Obligation (GO) Note to the City of Tower, outlining Breitung Township's financial obligation for its portion of payments related to the Water Treatment Facility loan secured through the Minnesota Public Facilities Authority.

**2. Payment Terms:**

The GO Note shall include terms for payment amounts, interest (if applicable), and a repayment schedule agreed upon by both Breitung Township and the City of Tower.

**3. Establishment of Dedicated Fund:**

Breitung Township shall establish a dedicated fund for the collection of revenues and payment of the GO Note, ensuring the township's portion of the loan payments is made in accordance with the terms of the agreement.

**4. Collaboration with TBWWB:**

Breitung Township shall work collaboratively with the Tower Breitung Wastewater Board and the City of Tower to ensure all financial obligations related to the Water Treatment Facility are met and managed transparently.

**5. Use of Cash Reserves (if necessary):**

Breitung Township may utilize existing cash reserves to supplement the payments under

the GO Note in the event of unforeseen revenue shortfalls, ensuring no disruption in payment to the City of Tower.

**6. Effective Date:**

This resolution shall take effect immediately upon its passage and adoption.

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**PASSED AND ADOPTED BY THE TOWN BOARD OF BREITUNG TOWNSHIP THIS  
\_\_\_ DAY OF \_\_\_\_\_, 2025.**

For:

Against:

**By the Breitung Town Board:**

**Attested to by:**

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**Timothy Tomsich-Chairman**

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**Dianna Sundahl-Deputy Clerk**

DRAFT