

**ROOSEVELT TOWNSHIP
ANNUAL MEETING AGENDA
MARCH 10, 2026**

- 1. Clerk calls meeting order**
- 2. Flag Pledge**
- 3. Election Results**
- 4. Election of Moderator by the voters**
- 5. Announce Agenda for Rest of Meeting**
- 6. Minutes of 2025 Annual Meeting**
- 7. 2025 Treasurer's Report**
- 8. Board of Audit Report**
- 9. Road Report**
- 10. Financial Summary, Levy Proposals – Handouts**
- 11. Motion for Levy of Town Taxes for Fiscal Year 2027**
- 12. Motion for Poll Hours For 2027 Annual Election (3pm – 8 pm)**
- 13. Motion for Location and Time of 2027 Annual Meeting - We have 481 Voters – Annual Election held in March or November**
- 14. Discussion for Donations (last year amount)**
 - **1st Responders (\$2,500)**
 - **Martha with Pine Center First Responders**
 - **Crisis Line & Referral Service (\$1,000)**
 - **CWC Historical Society (\$100)**
 - **CWC Fair Association (\$100)**
 - **Pierz Community Education Program (\$200)**
 - **Mille Lacs Health System (\$1000)**
 - **Onamia Food Shelf (\$250)**
 - **Garrison Food Shelf (\$250)**
 - **Horizon Health Faith in Action – Pierz (\$500)**
 - **Crow Wing County 4H Livestock (never donated yet – new letter)**
- 15. Discussion for Depositories of Town Funds**
 - **Deerwood Bank in Garrison – checking**
- 16. Posting Locations, Publishing Notices**
 - **Town Hall, Bear Trax, & Pine Center Tire**
 - **Mille Lacs Messenger, Morrison County Record, & Brainerd Dispatch**
- 17. Discussion of Salaries of Town Officers – Current as follows:**
 - **Meeting Pay, \$60 – Chair, \$50 – Supervisors, Clerk, Treasurer**
 - **Work outside of meeting - \$20/hour**

- **Election Judges Pay - \$20/hour plus a per diem amount of \$15 per 4 hour shift for a meal.**
- **Moderator pay \$50**
- **Electronic Funds Transfers (EFT) will be done for the following:**
 - Federal taxes (941) monthly**
 - PERA payments monthly**
 - State Taxes quarterly**
 - VISA payment**

- 18. South Platte Lake Road – Contract with Richardson**
- 19. Recycling Day**
- 20. Open Forum**
- 21. Adjournment**

**ROOSEVELT TOWNSHIP
ANNUAL MEETING
March 11, 2025**

1. The meeting was called to Order at 8:21 pm by the Clerk.
2. Flag Pledge
3. Election Results:
Total of 17 voters
Supervisor – 3-year term
 Darla Kellner – 15
 John Scalze - 1
Supervisor – 2-year term
 Slade Fetters – 16 Votes
 Jessica Scalze - 1
Treasurer – 2-year term
 Bonnie Orton - 17 votes
4. Sherley Hewitt nominated Dick Kelby for moderator, 2nd by Mabel Kelby, No other nominations. All in favor, nomination carried.
5. Mable Kelby moved to accept the Agenda as written, 2nd by Darla Kellner. All in favor, motion passed.
6. Motion by Sonya Crocker to approve the Minutes of the 2024 Annual Meeting: 2nd by Mark Dranos. All in favor, motion passed.
7. The 2024 Treasurer’s Report was read by the Treasurer, Bonnie Orton. Darla Kellner moved to accept the report as read, 2nd by Mabel Kelby, all approved, motion carried.
8. The Clerk read the Board of Audit Report. The Board verified the total receipts for 2024 were \$58,048.38 and total disbursements were \$64,320.25. Receipts and claims were randomly reviewed and verified by the three supervisors. Mabel Kelby makes a motion to accept the Board of Audit Report as read, 2nd by Mark Dranos, all approved, motion carried.
9. Jacoby Kelm said roads are in good shape, gravel will be added on a few roads this year. Slade will be looking into the tractor to see if they have an extended warranty.
10. Levy Discussion:
Bonnie Orton stated that \$215,000 should be good for 2026 unless we would be needing gravel, we should be good with gravel until 2027.

Mabel Kelby made a motion to recommend the 2026 Levy amount of \$215,000; 2nd by Mark Dranos. All in favor, motion carried.

12. Breanna Cielinski made a motion for the 2026 Annual Township Election hours to be 5pm to 8 pm, 2nd by Bonnie Orton. All in favor, motion passed.
13. Slade Fetters made a motion for the location and time of 2026 Annual Township Meeting to be at the Town Hall, 22613 County Road 2, Brainerd, MN, following the election at 8:30 pm, 2nd by Sonya Crocker. All approved, motion passed.
14. Discussion for Donations and Contracts:
 - Martha Healy and Betsy Lundquist came to the meeting. They are very thankful for the township. They were able to purchase one of the new encrypted radios. They are now being required in ambulances and such. Just to use an AED pad it costs \$400. They do not need as much money this year, they think that \$2000 would be generous. The Pine Center response team reached out 67 times, 52 were in Roosevelt Township. There are 8 volunteers in Roosevelt Township. Pine Center Tire and Pine Center Auto Body have the old AEDs and they are looking to get one at JRs. Bonnie Orton made a motion to contract for services with the Pine Center First Responders for \$2,500, if they need more money they have the option to come back and ask, 2nd by Mabel Kelby, all in favor, motion carried.
 - Mabel Kelby made a motion to contract for services with the Crisis Line & Referral Service for \$1,000, if they need more money they have the option to come back and ask, 2nd by Mark Dranos, all in favor, motion carried.
 - Bonnie Orton made a motion to donate \$100 to the Crow Wing County Historical Society, 2nd by Slade Fetters, all in favor, motion carried.
 - Mark Dranos made a motion to donate \$100 to the CWC Fair Association, 2nd by John Scaleze, all in favor, motion carried.
 - Mark Dranos made a motion to donate \$200 to the Pierz Summer Youth Activities, 2nd by Sonya Crocker, all in favor, motion carried.
 - Breanna Cielinski moved to donate \$1000 to the Mille Lacs Health System, 2nd by Darla Kellner, all in favor, motion carried.
 - Sonya Crocker moved to accept a donation under the boards discretion if requested to the Garrison and Onamia Food shelves up to \$250 for either food shelf, 2nd by Mable Kelby, all in favor, motion carried.
 - Slade Fetters moved to accept a donation under the boards discretion if requested to Horizon Health up to \$500, 2nd by Mark Dranos, all in favor, motion carried.
 - Mable Kelby made a motion to donate \$200 to the Cuyuna Range Youth Center, 2nd by Mark Dranos, all in favor, motion carried. Sonya Crocker opposes.
15. Depositories of Town Funds:
 - Bonnie Orton made a motion to keep as is, the depository of Town Funds at Deerwood Bank of Garrison for checking, 2nd by Mark Dranos, all in favor, motion carried.
16. Posting & Publishing locations:
 - Mable Kelby made a motion for posting locations to include the Town Hall, Bear Trax, Pine Center Tire, the township website and Facebook page as well as keeping the newspapers for publishing legal notices to remain as Mille Lacs Messenger, Morrison County Record and Brainerd Dispatch; 2nd by Slade Fetters, all in favor, motion carried.
17. Discussion of Wages of Town Officers, online payments & reports:

- Mable Kelby made a motion for the meeting pay to remain the same as in the past at \$60 Chair, \$50 others, 2nd by Sherly Hewitt, all in favor, motion carried.
- Sonya Crocker made a motion for work outside of meeting to be at \$20/hour, 2nd by Sherly Hewitt, all in favor, motion carried.
- Mark Dranos made a motion for the Clerk's Salary to increase to \$900, 2nd by Darla Kellner, all in favor, motion carried.
- Sonya Crocker made a motion for the Treasurer's salary to increase to \$350, 2nd by Mable Kelby, all in favor, motion carried.
- Sonya Crocker made a motion for the Election Judge pay to remain at \$20 per hour, with a per diem amount of \$15 per 4 hour shift for a meal, 2nd by Mable Kelby, motion carried.
- Mark Dranos made a motion to keep the moderator pay at \$50, 2nd by Slade Fetters, all in favor, motion carried.
- Darla Kellner makes a motion to allot \$50 a month for the Roads Supervisor cellphone usage a month, 2nd by Sonya Crocker, all in favor, motion carries.
- Mable Kelby made a motion for online payments to be made for Federal and State Taxes, and PERA payments, and the Credit Card payment, 2nd by Sherly Hewitt, all in favor, motion carried.

18. Parking lot

Slade said that once the road gets redone it will tear up our driveway, but we do need to do some fixing up on our parking lot. We need to add some gravel or something anyways. Mark Dranos makes a motion to approve going forward on the parking lot and approve gravel or crushed concrete, 2nd by John Scalze, all in favor, motion carried. Sherly Hewitt mentions in the past we had water in the town hall so if we keep building on it we will get water again.

19. Transfer Station Selling.

- A gentlemen came to a meeting a few months ago and wanted to purchase the transfer station land. He is not present at the meeting. Mark Dranos makes a motion to not sell the transfer station, 2nd by Darla Kellner, all in favor, motion carried.

20. Tables for the town hall:

- Discussion on purchasing new tables for the town hall. Mark Dranos makes a motion to keep the tables in good condition, dispose of the bad ones and purchase 4 new 8' plastic foldable tables, 2nd by Mable Kelby, all in favor, motion carries.

20. Open Forum:

- Kelly Lane - Nathan Carper is wanting to vacate the road since they maintain it down there. Slade said we would have to get Couri & Ruppe involved. Slade said we will work with easement on the property to get back. Figure out who owns the road and vacate the East easement and do the preliminary research on acquisition of the south easement of the property to rule on if it is Roosevelt Township. Any cost occurred would be Nathan Carper.
- Sherly Hewitt was wondering if we still supply a swing arm for mailboxes for residents. We have never seen a swing arm bill. The county does the county roads swing arms, but not the township roads. Darla said she says no she doesn't think the township should have to pay for it unless we wreck them.

- **Charlie and Carol Brown have a letter about speed limits on Platte Lake, they would like it reduces and posted, they suggest 10MPH on Platte Lake Trail and 20 MPH on other township roads. Also, road deterioration is an issue on Plate Lake Road. The guys are looking into crack sealing, and Darla also checking into speed limit.**

22. Bonnie Orton moved the meeting to be adjourned, 2nd by Darla Kellner, all in favor, meeting adjourned at 9:45.

**Breanna Cielinski
Roosevelt Township Clerk**

Approved _____

Dick Kelby, Moderator



Garrison Fire & Rescue

P.O Box 239
Garrison, MN 56450

February 1, 2026

Dear Township & Community Officials,

As we begin a new year, I would like to take a moment to provide you with a summary of our department's activity and progress over the past year. I would also like to formally introduce Brandon Holmes as our new Assistant Chief. Brandon has already demonstrated strong leadership and commitment, and I am confident he will continue to serve our department with dedication and professionalism.

Included in your packet, you will find the proposed fire protection contract for 2027 and 2028. You will note a 5% increase in the contract amount. This adjustment reflects that we have not implemented an increase in the past four years. The increase will help ensure we can continue maintaining equipment, supporting training efforts, and delivering high-quality emergency services.

I have also included the Annual Incident Report in this packet. This year has been one of steady progress and growth. We welcomed three new firefighters and one new medical responder to the department. We also recognized the retirement of Medical Responder Roger Marks after 37 years of dedicated service. We are grateful for his commitment and many years of service to our community. We concluded the year with 17 firefighters and three medical responders.

Highlights from the year include:

- Provided Mutual Aid to Bemidji following their major windstorm
- Hosted a live burn training in February
- Significantly improved our monthly truck maintenance check procedures
- Held an End-of-the-Year Department Banquet for the first time in over five years
- Conducted several animal rescues including ducklings, a pelican, and a swan
- Received a Hoods for Heroes Grant for new SCBA hoods
- Received a \$40,000 grant to replace our main medical response vehicle a 2002 Ford F550
- Acquired two Command/Rescue vehicles to strengthen response capabilities.

Recruitment will remain a top priority for us in 2026. We would greatly appreciate your assistance in sharing and promoting our recruitment efforts within your townships. Thank you for your continued trust and support. Please feel free to contact me with any questions regarding the annual report or the proposed contract.

Sincerely,

Corri Erickson, Fire Chief
Garrison Fire & Rescue
(605) 254-6269

The Desire to Serve - The Courage to Act - The Ability to Perform

We proudly serve the following communities: City of Garrison, Bay Lake Township, Garrison Township, Hazelton Township, Kathio Township, Maple Grove Township, Mille Lacs Band, Roosevelt Township.



GARRISON FIRE & RESCUE

P.O. Box 239
Garrison, MN 56450

2025 Annual Incident by District Report

Garrison Fire & Rescue responded to 277 calls for service in 2025. By comparison, the department responded to 287 calls in 2024 and 271 calls in 2023. A breakdown of 2025 incidents by type and district is provided in the table below.

	TOTAL	City of Garrison	Bay Lake Township	Garrison Township	Hazelton Township	Kathio Township	Maple Grove Township	Mille Lacs Band of Ojibwe	Roosevelt Township
Medical	199	37	42	56	55	2	4	1	2
MVA	10	0	1	6	0	1	0	1	1
Building Fire	11	0	0	0	2	3	1	5	0
Brush/Grass/Wildland Fire	9	1	1	0	2	2	2	1	0
Camper/Motor Home Fire	0	0	0	0	0	0	0	0	0
Smoke/CO/Fire Alarm Activation	12	0	4	1	3	0	2	1	1
Gas Leak	3	0	0	1	0	1	1	0	0
Vehicle Fire	2	0	0	1	1	0	0	0	0
Assist Another Agency	4	0	0	0	1	1	1	0	1
Other Fire	14	3	2	5	0	1	1	0	2
Cancelled Enroute	13	2	2	1	1	2	3	0	2
TOTAL	277	43	52	71	65	13	15	9	9

The Desire to Serve - The Courage to Act - The Ability to Perform

We proudly serve the following communities: City of Garrison, Bay Lake Township, Garrison Township, Hazelton Township, Kathio Township, Maple Grove Township, Mille Lacs Band, Roosevelt Township

City of Garrison and Roosevelt Township
Fire Service Contract
Coverage Years 2027-2028

This contract is made and entered into this 11th day of February, 2026 between the City of Garrison in Crow County, 27069 Central Street, Garrison, MN, 56450, a public corporation ("City"), and Roosevelt Township in Crow Wing County, 22613 County Road 2, Brainerd, MN, 56401, a public corporation ("Town").

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Fire Service.** Town agrees to purchase from City, and City agrees to provide Town, the following fire-related services:

Check all those that apply.

- | | |
|---|--|
| <input checked="" type="checkbox"/> Structural Firefighting | <input checked="" type="checkbox"/> Emergency Medical Services |
| <input checked="" type="checkbox"/> External Structural Firefighting | <input checked="" type="checkbox"/> Fire Scenes |
| <input checked="" type="checkbox"/> Interior Structural Firefighting | <input checked="" type="checkbox"/> Rescue Scenes |
|
 | |
| <input checked="" type="checkbox"/> Grass/Forest Firefighting | <input checked="" type="checkbox"/> General Medicals |
|
 | |
| <input checked="" type="checkbox"/> General Firefighting | Level of Emergency Medical Response |
| <input checked="" type="checkbox"/> Vehicles & Equipment | <input checked="" type="checkbox"/> First Responder |
| <input checked="" type="checkbox"/> Carbon Monoxide Calls | <input checked="" type="checkbox"/> Emergency Medical Technician |
| <input checked="" type="checkbox"/> Other Non-Structural Firefighting | <input type="checkbox"/> Paramedic |
|
 | |
| <input checked="" type="checkbox"/> Rescue | <input type="checkbox"/> Fire Code Enforcement |
| <input checked="" type="checkbox"/> Vehicle & Equipment Extrication | |
| <input checked="" type="checkbox"/> General Search & Rescue | <input checked="" type="checkbox"/> Hazardous Materials Response |
| <input checked="" type="checkbox"/> Confined Space Rescue | |
| <input checked="" type="checkbox"/> High Level Rescue | Level of Hazardous Materials Response |
| <input checked="" type="checkbox"/> Water Rescue | <input checked="" type="checkbox"/> First Responder, Awareness |
| <input type="checkbox"/> Diving/Recovery | <input checked="" type="checkbox"/> First Responder, Operations |
|
 | <input type="checkbox"/> HAZMAT Technician |
| <input type="checkbox"/> Disaster Response | <input type="checkbox"/> HAZMAT Specialist |
|
 | |
| <input type="checkbox"/> _____ | |

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide fire services because of poor weather conditions or other conditions beyond the control of City shall not be deemed a breach of this contract.

- a. Authorize and direct the City fire department to provide the fire services described herein to Town's Service Territory;
- b. Develop a detailed annual operational budget for the fire department for each year during the term of this contract by the Anniversary Date and present it to Town along with sufficient information to explain the items included in the budget figures;
- c. Upon Town's request, provide Town access to financial and cost data related to the fire department for five years prior to the current service year;
- d. Disclose to Town any proposed action City or the fire department intends to take that can reasonably be expected to effect the Insurance Services Office Fire Protection Grade in the Service Territory or City's ability to provide the fire services indicated above; and
- e. Promptly disclose to Town any information City can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

9. Town's Responsibilities. In addition to any other obligations described herein, Town shall:

- f. Promptly pay City the Payment Amount as indicated above for the year of service, or a prorated share of the Payment Amount for the length of service actually provided if the contract is terminated early;
- g. Present a budget and levy proposal to the town electors at each annual town meeting during the term of this contract seeking authority to levy funds as needed to pay the "Payment Amount;" and
- h. Promptly disclose to City any information Town can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

It is understood and agreed Town shall have no responsibility whatsoever toward the firefighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverages, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLSA, FMLA, or any other employment related issues. It is further agreed Town has no responsibility, beyond paying the agreed upon Payment Amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the fire services described herein.

10. Insurance Requirements. City shall maintain general liability insurance for its services and shall include Town as an additional insured for the term of this contract and any extensions thereof. The City shall maintain insurance equal to or greater than the maximum liability applicable to municipalities as set forth in Minnesota Statutes, Section 466.04, subd. 1, as amended. City shall also maintain inland marine, automobile, and property insurance coverages. City shall provide Town proof of such insurance coverages and the additional insured endorsement naming the Town annually by the anniversary date of this contract. City shall also maintain workers' compensation coverage as required by law.

11. Indemnification. City agrees to defend and indemnify Town against any claims brought or actions filed against Town or any officer, employee, or volunteer of Town for injury to, death of, or damage to the property of any third person or persons, arising from City's performance under this contract for services. Under no circumstances, however, shall City be required to pay on behalf of itself and Town, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for Town and City may not be added together to determine the maximum amount of liability for City. The intent of this subdivision is to impose on City a limited duty to defend and indemnify Town for claims arising out of the performance of this contract subject to the limits of liability under

Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.

12. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.

13. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both City and Town, and attached hereto.

14. **Subcontracting & Assignment.** City shall not subcontract or assign any portion of this contract to another without prior written permission from Town. Services provided to Town pursuant to a mutual aid agreement City has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of Town so long as City remains primarily responsible for providing fire services to Town's Service Territory.

a. First call disclaimer. The City shall not be required to provide fire protection services to the Township in the event that the City Fire Department is, at the time of the call from the Township, fighting a fire within the City limits of Garrison or elsewhere. The use of Mutual aid would be determined at this time.

b. That in the event two or more calls are received from the Township or from property owners within the area covered by the fire protection, that said calls shall be answered in the order of their receipt unless the Fire Chief or other officer in charge of the Fire Department at the time directs otherwise.

15. **Termination.** This contract may be terminated at any time during its term by mutual agreement of the parties. Either party may terminate this agreement by personally serving a 1 year written notice of termination on the other party. This agreement shall terminate 1 year from the date of personal service of the written termination notice unless the party serving the notice withdraws the notice in writing before it is effective. If Town fails to pay for the service according to the schedule established herein, City may terminate this agreement 1 year from the date of personal service of written termination notice. Notice to City shall be served on the City administrator or City clerk if there is no City administrator, and notice to Town shall be served on the Town clerk.

16. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating, a joint powers agreement, joint venture, or joint enterprise between the parties.

17. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.

18. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.

19. **Property Owners Insurer billed.** The City hereby agrees to bill property owner's insurer for each fire call and to accept responsibility of collection for same from property owner or his insurer thereby relieving the Township of this obligation.

IN WITNESS WHEREOF, the parties have executed this contract effective on the date indicated above.

City of Garrison

Roosevelt Township



Mayor



Fire Chief


Clerk

Chairperson

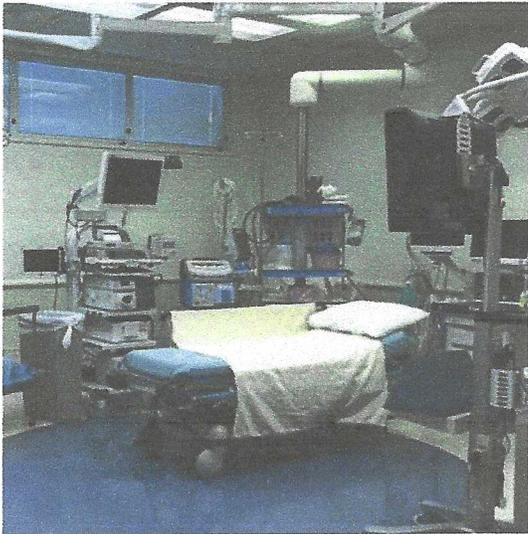
Clerk



Mille Lacs Area Health
— FOUNDATION —

Accepting Donations

2026 Fundraising Campaign Goal \$250,000



Surgery Department Remodel

Donations help Mille Lacs Health System upgrade and refresh its operating rooms, moving us closer to offering total joint replacement services right here in our community.

Combined with our experienced Rehabilitation Department, these improvements mean neighbors can recover, heal, and return to the activities they love — without leaving home.



Mille Lacs Health System

Outlying Clinic Remodels

Starting in Isle, Mille Lacs Health System will begin construction late March to update the Isle clinic. The updates include a welcoming entrance and reception area, expanded rehabilitation space, updated lab & exam rooms, improved offices and storage cabinetry.

Updates to the Hillman and Garrison are planned next. Stay tuned.



**Your generosity strengthens local healthcare, supports trusted providers,
and ensures modern care is available when it matters most —
for friends, family, and neighbors.**

We couldn't do what we do without YOU!

Contact: MLAHF - Jamie Root-Larsen
320-532-2604 | jrootlarsen@mlhealth.org
Mail donations to: PO Box A
Onamia, MN 56359
Or go directly to our website - mlahf.org



Mille Lacs Area Health
— FOUNDATION —

UNIVERSITY OF MINNESOTA

University of Minnesota Extension

Crow Wing County

326 Laurel Street
Suite 11
Brainerd, MN 56401

218-824-1065
www.extension.umn.edu
mnext-crowwing@umn.edu

Dear *Roosevelt Township*

On behalf of the Crow Wing County 4-H Livestock PDC, I am writing to respectfully request your support through a donation to help fund youth livestock education and opportunity programs in Crow Wing County.

The Crow Wing County Livestock PDC is a volunteer-run organization that supports local youth through livestock education, hands-on learning, and competitive opportunities. We work closely with 4-H families and community members to promote animal care, responsibility, and leadership through agriculture.

We are currently seeking donations to support the following programs:

- Youth Scholarships – helping 4-H members attend the Minnesota State Fair 4-H Livestock Encampment and the Northeast Livestock Show.
- Livestock Clinics & Educational Events – funding local livestock clinics that teach proper animal care, showmanship, and management skills.
- County Fair Awards – providing awards and recognition for youth exhibitors at the Crow Wing County Fair.

Your support will directly impact local youth by helping remove financial barriers and ensuring these valuable agricultural programs remain accessible to families in our community.

Thank you for your time and consideration. If you have any questions or would like more information, please feel free to contact me.

With sincere appreciation,

Emily Espersen

Emily Espersen
Crow Wing County 4-H Livestock PDC



February 2026

Dear Township Board and Residents;

Greetings from the staff, board, and volunteers of Family Pathways.

With Annual Township Meetings coming up on **March 10th**, we are requesting your consideration of a **Contract for Services agreement** for the year ahead.

Family Pathways strengthens health, safety, and stability for local residents experiencing hardship. We provide:

- 9 food shelves, a mobile food pantry, and doorstep delivery
- Support for older adults and caregivers
- Parenting time services
- Domestic violence and sexual assault shelter and advocacy

Our thrift stores generate roughly **55%** of our operating revenue; the remainder comes from community donations, grants, and township support.

Township investment directly enhances services for your residents and supports our continued goals to:

- Expand access to healthy foods to individuals and families
- Grow our Domestic Violence programs
- Increase access to Aging Services

We have been committed to standing by the side of our neighbors since 1978 and Your partnership makes this possible. We are grateful for the care and commitment shown by townships like yours, and we work hard to ensure your support directly benefits local families who rely on these resources.

Attached you will find a breakdown of our services in your county by township, along with the current Contract for Services agreement. If your township would like a representative from Family Pathways to attend your meeting on the 10th, please let us know the time, and we will do our best to be there.

If you have questions or need additional information, please don't hesitate to reach out.

Thank you for your consideration and for the vital role you play in supporting our community.

A handwritten signature in black ink, appearing to read "Clarissa Zemke".

Clarissa Zemke | Director of Advancement
651.674.8040 x124 or Advancement@familypathways.org



Working alongside neighbors across east central MN and western WI to enhance lives through a continuum of essential services - and together with community - champion positive social change.

Family Pathways Services Overview 2025 for MILLE LACS COUNTY

Essential services provided for Mille Lacs County residents include:

- Onamia Food Shelf & Thrift Store
- Doorstep Food Delivery
- Domestic Violence Shelter & Advocacy
- Services for Seniors & Caregivers



"You made such a difference in my life, a huge difference. I'm not hanging over the edge of a cliff anymore, I feel like I can breathe again." -Family Pathways' client

Township/City	Hunger Relief	Aging Services	Domestic Violence Program
Bradbury Twp	3		
City of Foreston	2		
City of Garrison	1		
City of Isle	36		2
City of Milaca	11	4	
City of Onamia	227	6	1
City of Princeton	6	10	4
City of Richardson			
City of Wahkon	23		
City of Zimmerman (Sherb. Cty)			
Dailey Twp	11		1
East Side Twp	6		
Fleming Twp (Aitkin Cty)			
Roosevelt Twp (Crow Wing Cty)	1		
Isle Harbor Twp	11		1
Kathio Twp			1
Lakeside Twp (Aitkin Cty)			
Milaca Twp			
Mudgett Twp	4		
Onamia Twp		3	
Page Twp	2		
Princeton Twp			
South Harbor Twp	36		
Totals	380	23	10

•••••

2,411,947
Meals distributed to families throughout east central MN and western WI

238
Older adults and caregivers supported through Aging Services

1,260
Women, children, and men found shelter and/or advocacy with our Domestic Violence and Sexual Assault Programs

THE FULL 2025 IMPACT REPORT WILL BE AVAILABE ON OUR WEBSITE LATE MARCH





**PURCHASE OF SERVICE AGREEMENT
2026**

This agreement is made between Family Pathways, herein after referred to as the "Contractor," and _____ (*insert name of Township*) Township herein after referred to as the "Township."

1. SERVICES TO BE PROVIDED

The Contractor shall provide Family Pathways services.

2. TERMS AND AMOUNT

In consideration of this agreement, the Township agrees to pay \$ _____ on or about _____ (*insert date*) to the Contractor for services to be provided January 1, 2026 to December 31, 2026.

3. CONDITIONS OF THE PARTIES' OBLIGATIONS

A. The Contractor agrees to notify the Township in writing within thirty (30) days in the event of any major change in services.

B. Either party may cancel this agreement in writing within thirty (30) days' notice.

4. MUTUAL CONSIDERATION

The Contractor and Township agree to the terms of this agreement by the representation of the signatures below.

BY: _____
Township Representative

BY: _____
Tony Buttacavoli
Executive Director | Family Pathways

TITLE: _____

DATE:

DATE:

Please mail completed and signed Agreement to 6413 Oak St, North Branch, MN 55056
or email advancment@familypathways.org.

CROW WING COUNTY FAIR ASSOCIATION

A Non-Profit Organization

P.O. Box 643

Brainerd, Minnesota 56401

(218) 829-6680

P.O. Box 643
Brainerd, MN 56401
January 14, 2026

Greeting Township Officers and Residents,

As you are planning your township's yearly levy and budget, please consider donating or sponsoring an event at the fair or improvements to the buildings.

Many of the improvements were completed in 2025 due to your generous donations. None of the improvements could have happened without your support. We still need your support to make additional improvements.

The arena livestock addition is still a work in progress, the windows in the administration building, leak and need replacement as to not ruin records and the microphone/camera system, lights in the Fine Arts Building need to be updated to LED lights and the horse arena needs to be resided.

Please note in the memo of your check, the designated item you would like the donation applied and it will be deposited as a restricted donation and applied to one of the designated projects. If there is no notation in the memo, the funds will be deposited to the general fund and will be used for the general operating needs of the fair.

Donors or Sponsors will be recognized in the Crow Wing County Fair Book if submitted by the deadline and be placed on a donor sign at the fair entrance acknowledging their support of the 5th largest county fair in Minnesota, Crow Wing County Fair.

Please contact me with any questions you may have regarding this request.

Thank you in advance for your continued support of the Crow Wing County Fair.

Sincerely,



Katherine Stevens
Assistant Administrator
218-839-6042



February 24, 2026

Dear Roosevelt Township:

At the Crow Wing County Historical Society, we are reminded of the **impact of our work** through moments like this:

“

Here is the photo we took with our grandfather Howard Caughey, a 97-year-old World War II veteran, alongside his father's World War I uniform.

Thank you for such a wonderful visit, and for all that you do.

Have a blessed day,
Kristin Caughey

”



That uniform connected five generations of Caughey's that day—a connection made possible by **the exceptional care the Crow Wing County Historical Society provides for our collection.**

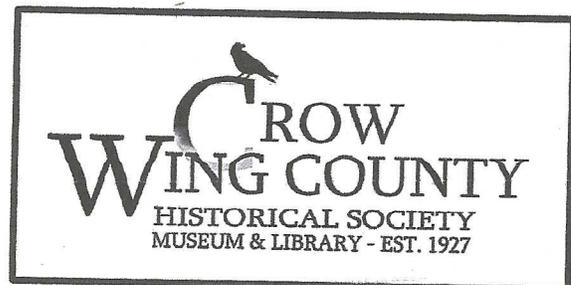
It is easy to take for granted that the WWI uniform is at our museum; however, proper collections stewardship is far from easy. Processing a single object takes over two hours and is followed by careful storage using costly archival materials. Our museum-grade shelving was secured through grant writing and administrative expertise. We also pay annual software subscriptions for our searchable collection database. All of that is just to put an object in storage. Exhibiting an item requires additional resources including research, interpretive writing, design, and more. **This all adds up to many resources and hours of staff time.**

To sustain this level of care and professionalism, **we rely on funding from local cities and townships.** We thank you for your past support and hope you will consider contributing this year. **Your donation helps us continue preserving history, including city and township information.** The Crow Wing County Historical Society is a 501(c)3 nonprofit organization and affiliated and approved by the Minnesota Historical Society.

Thank you for contributing to our ability to keep connecting generations for years to come.

With gratitude,

Hillary Swanson
Executive Director
hillary.swanson@crowwing.gov





DONATION FORM

First Name _____

Last Name _____

Address _____

City/State/Zip _____

Phone _____

Email _____

Enclosed is my tax-deductible gift of \$ _____

I would like my donation to apply to:

Museum Exhibits

General Operating Expenses

Fair Buildings

Other _____

We also accept donations to our Brainerd Lakes Area Community Foundation Agency Fund. Please contact us if you have questions about bequests, gifts of stock or real estate, a donation through a donor advised fund, or IRA/qualified charitable distributions.

Please use enclosed envelope or return to:

**CROW WING COUNTY HISTORICAL SOCIETY
320 LAUREL STREET
BRAINERD, MN 56401**

RE: Recycling - Township Questiong

From : Brittney Tollefson <Brittney.Tollefson@crowwing.gov> Wed, Sep 03, 2025 02:01 PM
Subject : RE: Recycling - Township Questiong 3 attachments
To : Breanna Cielinski <rsvlt@brainerd.net>
Cc : LandservicesVM <Landservices@crowwing.gov>

Good afternoon, Breanna,

Thank you so much for reaching out regarding our landfill reimbursement program and for your interest in organizing a clean-up day for your township. We're excited to hear your township is considering providing this valuable service to the community!
Unfortunately, for the 2025 calendar year, all reimbursement funds have already been allocated. However, that doesn't mean you're out of options—we encourage you to apply for reimbursement funding for 2026.

Reimbursement Program Overview

At this time, we are able to offer up to **\$1,000.00** in reimbursement costs per applicant, per year. This is made available through a simple application process, which I've attached for your review, along with our policy document to help guide you through the steps.

Important Details to Keep in Mind:

- **Application Process:** You'll find the application form attached. Submit it when you're ready for us review, ideally once your clean-up date(s) have been planned for 2026 you should submit this application.
- **Receipts Required:** After application has been submitted, and approval received – host your event, you'll need to collect and submit **actual landfill receipts** totaling up to \$1,000. Please note that **statements are not accepted**—only individual receipts will be eligible for reimbursement. Special notes regarding receipts:
 - - You may assign someone to collect these directly from the landfill. Whether that is yourself, or someone else.
 - Alternatively, if you are working with a hauling company, you can request that their drivers collect and return receipts to you, or someone in charge of this program.
- **Multiple Events:** If your township plans to host **more than one clean-up day**, that's absolutely fine! You may save receipts from both events and submit them together, as long as the total reimbursement request does not exceed \$1,000. Or even if it does that is fine, we will still only reimburse up to the max, \$1,000.00.

A brief recommendation for you; since funds for this program tends to go quickly, I highly recommend submitting your 2026 application as soon as you have your event dates confirmed.

Please don't hesitate to reach out to me if you have any questions or need assistance during the application process. I am happy to help and am the main point of contact for this program.

Thank you so much,

Brittney Tollefson

Business Analyst

Office: (218) 824-1010

Direct: (218) 824-1133

www.crowwing.gov

Land Services

322 Laurel Street Suite 15

Brainerd, MN 56401

Excellent customer service is our top priority. Please let me know if I was helpful!

[Customer Service Survey](#)



Our Vision: Being Minnesota's favorite place.

Our Mission: Serve well. Deliver value. Drive results.

Our Values: Be responsible. Treat people right. Build a better future.

This e-mail and any attachment is intended to be read only by the intended recipient. This e-mail may be legally privileged or protected from disclosure by law. If you are not the intended recipient, any dissemination of this e-mail or any attachments is strictly prohibited, and you should refrain from reading this e-mail or examining any attachments. If you received this e-mail in error, please notify the sender immediately and delete this e-mail and any attachments. Thank you.

From: Roosevelt Township Roosevelt Township <rsvlt@brainerd.net>

Sent: Wednesday, September 3, 2025 11:12 AM

To: LandservicesVM <Landservices@crowwing.gov>

Subject: Recycling - Township Questioning

This message was sent from outside your organization. Please proceed with caution.

Good Morning,

I am Breanna Cielinski - Clerk for Roosevelt Township. My board is seeking to do a Township Cleanup Day, either once or twice a year. They are wanting to have big dumpster bins (we know a guy) and have a couple people work it (from our township) on the cleanup days. We would have to sort out the items (mattresses, microwaves, tv... ext.) and charge the resident accordingly. We are wondering if there is any partnership or easy way to set this up with the county and/or if there are any grants we can sign up for to help with the costs. Any information would be helpful, if it is easier to call, my number is 320 630 6355.

Thanks much,
Breanna Cielinski
Clerk
Roosevelt Township

 **Policy.pdf**
125 KB

 **Reimbursement Application.pdf**
96 KB

Landfill Reimbursement Policy

Approved by the Crow Wing County Board of Commissioners on August 13th, 2024

1.0 Scope

This policy outlines the qualifications needed for organizations to apply for a once per year up to \$1,000 rebate to be-reimbursed for landfill tipping fees when disposing of waste. The total annual reimbursement amount for all applications utilizing this program not to exceed \$5,000.

2.0 Application

The organization must submit a completed application to the Land Services Department for consideration. Along with the application, a mission statement clearly stating what type of community outreach the organization provides, or a statement of need. Organizations will need an account setup at the landfill for tracking purposes. If an account is not set, one will need to be set up with the landfill operator. The rebate will not roll over from one year to the next. A new application will need to be submitted each year. An application must be submitted at least 30 days prior to the disposal to allow for staff review.

3.0 Approval

Applications will be reviewed by the Land Services staff for approval/denial.

If approved, Land Services staff shall provide the requesting organization with a letter of approval and instructions on how to request reimbursement.

Criteria for Approval/Denial:

- Must have an operational location in Crow Wing County that provides goods for free or at reduced prices
- Volunteer community improvement action or project
- City or township hosting a community clean up event
- Must dispose of all waste at the Crow Wing County Landfill. Only waste receipts from the Crow Wing County Landfill will be reimbursed.

4.0 Funding

The expenditure for this program will be budgeted in the yearly budget process and submitted to the Board of Commissioners for evaluation.

This policy will be reviewed annually by the County Board.

Landfill Reimbursement Application
Crow Wing County Landfill

Business Name _____
Contact name _____
Address _____
Street Address (if different) _____
Phone No. _____ Fax No. _____
Federal Tax I.D No _____ E-mail _____

Please state your need and intended use for this reimbursement

Agreement:

*The undersigned is aware this is a once per year (up to) \$1,000 reimbursement.
Application must be submitted at least 30 days prior to disposal to allow for staff review.
Filling out this application is not a guarantee of reimbursement.
Any misuse of this reimbursement will disallow you from future use of this program.*

Company Name _____ Date _____
Print Name _____ Title _____
Signature _____

DRAFT

AGREEMENT FOR THE MAINTENANCE RESPONSIBILITIES AND RATES FOR A TOWN LINE ROAD

This agreement is hereby entered into this 13th day of April, 2026, by and between the Town Board of Supervisors of Roosevelt Township, Crow Wing County, Minnesota and the Town Board of Supervisors of Richardson Township, Morrison County, Minnesota.

WHEREAS, Roosevelt Township and Richardson Township share the following described town line road(s): South Platte Lake Road - Richardson Township portion of the road is from address **36802** to **36495** which is .3 miles of road.

WHEREAS, Minn. Stat. § 164.12 directs town boards to divide roads along the line between two townships (Town Line Road) and enter into an agreement for the maintenance of those roads;

WHEREAS, Minn. Stat. § 164.13 requires towns with Town Line Roads to bear jointly and in equal shares the expense of constructing and maintaining any bridge on the road(s) as made necessary by the construction of a drainage ditch or by reason of the changing, widening or alteration of any drainage ditch, or by reason of altering or changing of any watercourse;

NOW, THEREFORE, BE IT RESOLVED, in consideration of the mutual promises and benefits that each party shall derive from this resolution, Roosevelt Township and Richardson Township hereby enter into the following agreement for the division of maintenance responsibilities for the above described town line roads.

I. Agreement

Roosevelt Township agrees to maintain, repair, upgrade, and/or reconstruct the town line road known as South Platte Lake Road according to Roosevelt's standards. Road repairs other than routine maintenance will be performed as follows:

- 1) The section from address 36802 to 36495 will be 50/50.
- 2) Major repairs for the section from address 36802 to 36495 will be the responsibility of Richardson Township.

Roosevelt Township must consult with Richardson Township for any cost over \$500. Failure to provide this estimate in writing and receive approval in writing will constitute a violation of this agreement and cancel and requirement for payment by Richardson Township.

Further, Richardson Township is to receive a phone call when anything other than routine maintenance is needed, for example repairing weather related road damages.

Richardson Township agrees to pay Roosevelt Township a flat rate of \$XXXX for each time said road is maintained. Maintenance is defined as grading, snow removal, mowing, sanding, downed tree removal. Any rate change requires written notification to Richardson Township.

The flat rate is subject to review on an annual basis. Roosevelt Township will provide Richardson Township with written notice to any increase in flat rate for maintaining the said road.

Billing for maintenance and any other incurred costs will be done quarterly and sent to Richardson Township for payment. Routine maintenance will be billed separately from other projects.

Further, Richardson Township agrees to pay Roosevelt Township a portion of the cost of any repair, upgrade and/or reconstruction of said road upon approval of a plan by both townships and costs over estimated amount of \$500, the portion of the cost will be determined and discusses at the time of repair, upgrade and/or reconstruction.

Each Township will be responsible for such tree and growth removal as may be necessary for travel, maintenance or safety of the road within those Townships boundaries. If Roosevelt Township, in its capacity as the Township maintaining the road should determine that trees or other growth as described in Minnesota statues 160.22 need to be cut on said road right of way, in the Township of Richardson, then the Township of Richardson shall be required to obtain permission to cut said trees or initiate a tree cutting procedure pursuant to Minnesota statues 160.22, and shall be responsible for all costs association therewith. If the Township of Richardson fails to remove the trees or growth or see to its removal the Township of Richardson, and not the Township of Roosevelt shall be responsible for, any risks, liabilities, or costs associated with the failure to remove the trees or growth.

II. DISPUTES

If a disagreement arises regarding the fairness of the division of maintenance responsibilities provided in this agreement and the parties are not able to resolve the disagreement, the issue will be submitted to the county board for a determination of the proper division of responsibility as provided in Minn. Stat. § 164.12, sub d. 6.

III. AMENDMENTS

Any alterations, amendments, deletions, and waivers of the provisions of this agreement shall be valid only when reduced to writing and duly signed by each Township.

IV. ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the

subject matter hereof as well as any previous line road agreements presently in effect between the parties concerning the above described road(s).

IN WITNESS WHEREOF, the parties have caused this agreement to be executed as of this 13th day of April, 2026.

Roosevelt Township

Richardson Township

By the Town Board of Supervisors:

By the Town Board of Supervisors:

Sonya Crocker, Town Board Chair

Town Board Chair

Attest: _____
Breanna Cielinski, Town Clerk

Attest: _____
Town Clerk