

Thorpe Township
Board of Supervisors Meeting Minutes
August 6, 2025

Present: Lorlie Harrington (Supervisor), Isaiah Mooney (Supervisor), Janet Dixon (Clerk/Treasurer)

Opened at 6:29 pm

Minutes

- Janet emailed the minutes from the June 4, 2025, Board Meeting prior to the meeting for review.
- Lorlie made a motion to approve the minutes as reviewed, Isaiah seconded, all approved, motion carried.

Treasurer's Report

- Janet emailed the August Cash Control Statement and Bank Statement prior to the meeting for review.
- 2025 budget to date was reviewed. Janet presented a draft of the 2026 budget.
- Motion to approve the Treasurer's Report as discussed made by Lorlie, seconded by Isaiah, all approved, motion carried.

Claims / Payroll

- Janet presented the claims and payroll, Isaiah made a motion to approve them, Lorlie seconded, all approved, motion carried.

Thorpe Township Annual Meeting August 6, 2025

- Lorlie reconvened the meeting.
- Present were Janet Dixon (Clerk/Treasurer), Isaiah Mooney (Township Resident) and Lorlie Harrington (Township Resident).
- Lorlie made a motion to set the final levy at \$31,000 general fund and \$25,000 road & bridge fund. Isaiah seconded. All approved, motion carried.
- Motion to adjourn by Lorlie, seconded by Isaiah, all approved, motion carried. Annual meeting adjourned at 7:29.

Old Business

- IRS penalty letter – Received 2 letters asking for more information. Janet uploaded cancelled checks and 941 schedule B as requested.
- SLFRF funds – The government has not set the guidelines for closing out the funding reporting.

- Cemetery
 - Murray Surveying has completed the survey of the cemetery.
 - Janet picked up the mylars which will be signed and registered with Hubbard County. Once it is registered the township will be able to sell plots.
 - Janet will inquire with the area cemeteries as to what they use to mark the plot boundaries.
- .gov domain for website –
 - Janet is meeting with Cora Willenbring to complete the registration of the .gov domain.
- Agreed-Upon Procedures Audit
 - The audit has been finished. They found the bank balance and CTAS does not balance, and we were aware of that.
 - They said we need a resolution on electronic withdrawals. See new business.
 - Janet will send the audit to the Mn State Auditor's office, and find out from them how we reset CTAS.
- Minnesota Paid Leave
 - Janet registered the township for paid leave and filed for the 2nd qtr, 2025.
 - When registering she entered the wrong start date and has a hearing to appeal the accumulated late filing fees of \$4250.

New Business

- Change of address with Northview Bank
 - All signatures are on the form and Janet will submit it to the bank.
- Resolution on Electric Withdrawals
 - Janet will research resolutions and bring a draft to the December meeting.
- Correspondence
 - We received thank you notes from the donation recipients.
- Winter Meetings
 - The December meeting will be held at 23753 Just Our Lane, (Isaiah's house) and the February meeting will be at 28666 Junco Drive, (Janet's house).

The next Board of Supervisors meeting will take place on Wednesday, October 1, 2025, at 31001 Cty Rd. 91, Nevis.

Meeting adjourned at 8:17.

Respectfully submitted by
 Janet Dixon
 Clerk-Treasurer