

Vermillion Township  
Regular Meeting Minutes  
December 4, 2025

Attendance:

Chairman Jeramy Ladzun  
Supervisor Jason Anderson  
Supervisor Lyle Fritz  
**Clerk Cynthia Ladzun**  
**Treasurer Janine McNamara**  
Attorney James J. Mongé III

Chairman Ladzun opened the meeting at 7:00 pm and the Pledge of Allegiance was recited.

The Board reviewed the November 6, 2025 meeting minutes and Anderson motioned to accept them as written. Fritz seconded the motion; all were in favor and the motion carried.

The Board reviewed the November 19, 2025 HAFA Public Hearing meeting minutes and Anderson motioned to accept them as written. Fritz seconded the motion; all were in favor and the motion carried.

The Board reviewed the November 19, 2025 Beissel Public Hearing meeting minutes and Anderson motioned to accept them as written. Fritz seconded the motion; all were in favor and the motion carried.

The Board reviewed the November 24, 2025 Pine Bend Paving EAW & Vote meeting minutes and Anderson motioned to accept them as written. Ladzun seconded the motion; all were in favor and the motion carried.

**Treasurer Janine McNamara** presented the claims to the Board. Ladzun motioned to accept the claims as presented. Anderson seconded the motion; all were in favor and the motion carried.

**Treasurer Janine McNamara** presented the disbursement and receipt registers from CTAS and provided a verbal summary of the treasurer's report, and it was noted that a restitution payment was received. Ladzun motioned to accept the treasurer's reports as presented. Anderson seconded the motion; all were in favor and the motion carried.

Road and Bridge Update - Random potholes were filled and snow plowing season has started.

Deputy Visit - An uptick in accidents due to the winter road conditions and mail thefts have increased due to the holidays.

#### Old Business:

- Building Inspector Increased Fees - Ladzun stated that Inspectron is not interested in sending a quote at this time due to multiple requests for bids over the years. **Clerk Cynthia Ladzun** will check on available dates to schedule a public hearing to review the Township's Fee Schedule and Applications.
- Fritz Minor Subdivision Resolution 25-15 was presented to the Board for approval. Ladzun motioned to adopt the resolution as presented. Anderson seconded the motion; all were in favor and the motion carried.
- Metropolitan Council SE Metro Long Term Wastewater Planning Study - The township does not use wastewater currently and has had no plans in the near future to change that.

#### New Business:

- Township Elections in November - **Clerk Cynthia Ladzun** explained that the county has notified townships that they can change the yearly March election to the November election ballot. Ladzun requested that the treasurer provide costs for last year's March election.
- Clerk Duties and Responsibilities - **Clerk Cynthia Ladzun** explained that the everyday tasks of the clerk keep increasing and it's becoming evident that most of the clerk's time is spent putting out fires and not preparing the township for future growth. The township residents are requesting more out of the clerk, and these residents need to think if the township clerk's position is evolving into more of a full-time appointed position rather than a part time elected position. For the time being, the clerk will work with the treasurer to see what items, if any, can be shifted from the clerk to the treasurer.

#### Other Business:

Resident, Craig Ohern was in attendance and Ladzun inquired about setting up a site visit in the near future.

#### Adjourn:

Anderson motioned to adjourn at 7:40 pm. Fritz seconded the motion; all were in favor and the motion carried.

Cynthia Ladzun  
Vermillion Township Clerk

11/1/2025 thru 11/30/2025

Checking

Beginning Balance	\$99,986.51
Receipts	\$4,471.55
Disbursements	(\$91,783.35)
Interest	\$121.32
Ending Balance	<u>\$12,796.03</u>

*Note: Receipts include \$699.94 in Stoffel restitution*

Money Market

Beginning Balance	\$649.71
Interest	\$1.73
Ending Balance	<u>\$651.44</u>

CD - 12 Month

Beginning Balance	<u>\$436,843.33</u>
Total Funds	<u>\$450,290.80</u>

*Additional information can be provided as necessary.*

Fund Name: All Funds  
Date Range: 11/01/2025 To 11/30/2025

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
11/04/2025	Beaver Creek Companies	140221-1	Permits on Inv #VT-25-109 dated 10/29/25	(11/04/2025) -	N	Building Permit with Surcharge	100-34130-	\$ 2,939.61
								<u>\$ 2,939.61</u>
11/04/2025	US Treasury	140222-1	Stoffel Restitution	(11/04/2025) -	N	US Treasury vs Maryann Helen Stoffel	100-35105-	\$ 699.94
								<u>\$ 699.94</u>
11/04/2025	Eternity Homes	140223-1	Permit	(11/04/2025) -	N	Building Permit with Surcharge	100-34130-	\$ 832.00
								<u>\$ 832.00</u>
11/06/2025	General Fund	TRF10312025	Transfer to Road & Bridge from General Fund	(11/06/2025) -	N	Transfer From General Fund	201-39201-	\$ 44,385.30
								<u>\$ 44,385.30</u>
11/30/2025	Vermillion State Bank	140224-1	Interest - Checking	(11/30/2025) -	N	Interest Earning	100-36210-	\$ 121.32
								<u>\$ 121.32</u>
11/30/2025	Vermillion State Bank	140225-1	Interest - Money Market	(11/30/2025) -	N	Interest Earning	100-36210-	\$ 1.73
								<u>\$ 1.73</u>
Total for Selected Receipts								<u><u>\$ 48,979.90</u></u>

Fund Name: All Funds

Date Range: 11/01/2025 To 11/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
11/06/2025	XCEL ENERGY	2722	Electric Svc-October 2025	N	Excel Energy	100-49033-381-	\$ 24.09
	<b>Total For Check</b>	<b>2722</b>					<b>\$ 24.09</b>
11/06/2025	CENTER POINT ENERGY	2723	October Gas Bill	N	Center Point Energy Gas Usage	100-42409-383-	\$ 27.17
	<b>Total For Check</b>	<b>2723</b>					<b>\$ 27.17</b>
11/06/2025	PINE BEND PAVING	2724	3/4" Minus Limestone 10/27/25	N	Unpaved Streets	201-43122-224-	\$ 1,887.24
	<b>Total For Check</b>	<b>2724</b>					<b>\$ 1,887.24</b>
11/06/2025	OTTE EXCAVATING INC	2725	Road Maintenance-October 2025	N	Unpaved Streets	201-43122-230-	\$ 10,368.65
	<b>Total For Check</b>	<b>2725</b>					<b>\$ 10,368.65</b>
11/06/2025	COLUMN SOFTWARE PBC	2726	Public Notice Nov 19 and Ordinance 25-004	N	Publishing Ads	100-49021-325-	\$ 47.80
		2726				100-49021-325-	\$ 47.80
		2726				100-49021-325-	\$ 45.82
	<b>Total For Check</b>	<b>2726</b>					<b>\$ 141.42</b>
11/06/2025	HRFA	2727	2nd Payment 2025 Fire Protection	N	HRFA	225-42205-317-	\$ 69,482.20
	<b>Total For Check</b>	<b>2727</b>					<b>\$ 69,482.20</b>
11/06/2025	ECM PUBLISHERS	2728	Dakota Cnty Trib, Ord No. 25-004	N	Publishing Ads	100-49021-325-	\$ 44.55
	<b>Total For Check</b>	<b>2728</b>					<b>\$ 44.55</b>
11/06/2025	Bruce Lohmann	2729	Fire Permits 11/8/24-10/31/25	N	Permits	100-41915-437-	\$ 1,130.00
	<b>Total For Check</b>	<b>2729</b>					<b>\$ 1,130.00</b>
11/06/2025	RWC TECH SOLUTIONS	2730	Office 365 G3-1 Year Subscription License. Removed \$22.16 Credit Card Conv Fee	N	Data Processing	100-41920-309-	\$ 553.98
		2730				100-41920-309-	\$ 22.16
		2730				100-41920-309-	\$(22.16)
	<b>Total For Check</b>	<b>2730</b>					<b>\$ 553.98</b>
11/06/2025	RWC TECH SOLUTIONS	2731	Monthly Managed Services	N	Data Processing	100-41920-309-	\$ 260.00
	<b>Total For Check</b>	<b>2731</b>					<b>\$ 260.00</b>

Fund Name: All Funds

Date Range: 11/01/2025 To 11/30/2025

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
11/06/2025	WSB & ASSOCIATES, INC	2732	Planning Svcs from 9/1/25-9/30/25 dated 10/29/25	N	Planning and Zoning	100-41910-302-	\$ 3,152.00
Total For Check		2732					<u>\$ 3,152.00</u>
11/06/2025	CAMPBELL KNUTSON	2733	General Legal Work for September 2025	N	City/Town Attorney	100-41610-304-	\$ 2,124.00
Total For Check		2733					<u>\$ 2,124.00</u>
11/06/2025	VERIZON WIRELESS	2734	VT Cell Phone September 2025	N	Budgeting and Planning	100-41560-321-	\$ 50.41
Total For Check		2734					<u>\$ 50.41</u>
11/06/2025	MN ASSOCIATION OF TOWNSHIPS	2735	Clerk-Treasurer Training for Scott & Dakota Cty for Cindy and Janine	N	Training	100-49041-308-	\$ 60.00
Total For Check		2735					<u>\$ 60.00</u>
11/06/2025	LEWIS, KISCH & ASSOCIATES	2737	Q3 2025 Payroll Tax Return Prep	N	Accounting	100-41530-301-	\$ 275.00
Total For Check		2737					<u>\$ 275.00</u>
11/06/2025	Beaver Creek Companies, Inc.	2738	Permits for October 2025	N	Building Inspections Administration	100-42401-310-	\$ 2,708.31
Total For Check		2738					<u>\$ 2,708.31</u>
11/06/2025	U S TREASURY	EFT 11.6.25	941 Q3 2025 Tax Return	N	Accounting	100-41530-301-	\$ 308.31
Total For Check		EFT 11.6.25					<u>\$ 308.31</u>
11/06/2025	Road & Bridge Fund	TRF10312025	Transfer from General Fund to Road & Bridge Fund	N	Transfer to Road & Bridge Fund	100-49363-720-	\$ 44,385.30
Total For Check		TRF10312025					<u>\$ 44,385.30</u>
Total For Selected Checks							<u><u>\$ 136,982.63</u></u>