

Eyota Township  
Board Meeting Minutes  
Wednesday April 9<sup>th</sup>, 2025

**Opening**

The regular meeting of the Eyota Township Board was called to order at 7 pm, at the Eyota Ambulance Barn by Clerk Franklin Merchant. Pledge of Allegiance recited.

**Present**

F. Merchant, J. Schumann, D. O’Neill, B. Halvorson, J. Pagel

**Absent**

None

**Guests**

Jim Zwiener – Bruening Rock

**Treasurer Report**

Stands as read. Presented by Jeff Pagel

**Approval of Minutes**

The Minutes of the March 12<sup>th</sup>, 2025 meeting were accepted as read. Motion to accept was made by Dan O’Neill, second by Brian Halvorson Motion passed.

**Pay Bills** – A motion was made by Brian Halvorson and seconded by Dan O’Neill, to Pay Bills. Motion passed.

**Open Issues**

1. A motion was made By Brian Halvorson and seconded by Jim Schumann to approve Post-Bulletin and the legal publication for Eyota Township.
2. Updated (2026) Fire contracts were emailed out to Viola and Haverhill townships, and receipts were received.
3. A road tour was conducted and Dan O’Neill presented on the results Via the provided documents that will be scanned into record.
4. Jim Schumann shared that an SLFRP update will be continued until the next meeting.
5. A Thank you letter was read from the Ambulance service from their board meeting.
6. Foresight bank was designated as the Eyota Township Depository via a motion from Dan O’Neill and a second from Jim Schumann. Motion passed.

7. Clerk Merchant will be setting up a Prime Business account for the Township. There is no additional cost for it, as it is part of the membership to Minnesota Association of Townships.
8. Clerk Merchant discussed the difference between Paid Leave and ESST and will provide updates on Township responsibilities moving forward.
9. Posting locations of: Post Office, Kwik Trip, Eyota City Hall, Bennett's Eyota Market, and the Eyota Ambulance Barn. Also, postings will continue on the website.
10. Discussed items from reorganization list provide by MAT for what should be yearly practices. All items were addressed, or have been in this meeting.
11. Clarification was provided as to who are the Signatories for township checks. They are as follows: Clerk, Treasurer, and Chair.
12. C6000 forms were researched and are not necessary for Eyota Township. Online documents will be available in the future.
13. Clerk Merchant will be creating policy and ordinance books over the coming months for the Townships adoption in 2025.

**Around the Table (Clerk)** – Office work and organization. Estimates to come soon for cabinetry in office.

### **Adjournment**

Meeting was adjourned at 7:40 pm by Brian Halvorson, Jim Schumann seconded and motion passed. The next general meeting will be at 7 pm on Wednesday, May 14<sup>th</sup>, 2025, at Eyota Ambulance Barn.

Minutes submitted by Franklin Merchant, Clerk

Approved on May 14<sup>th</sup>, 2025

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Brian Halvorson (Chair)

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Daniel E. O'Neill

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James Schumann