

# Town of Duluth

Town Board Meeting April 13, 2017

Call to order: The meeting was called to order at 6:10 p.m. with the Pledge of Allegiance. Corlis West, Barb Crow, Travis Stolp, Dave Mount and Rolf Carlson were all in attendance.

Motion to approve March minutes: Travis made a motion to approve the minutes as submitted, Dave Mount seconded. Motion passed unanimously.

Motion to approve the agenda: Barb Crow made a motion to approve the agenda with the following additions; Map amendment, remove cloud based storage and move it to old business for May, under fire add architect contract and ABC board grounds improvement, Rolf seconded. With those changes the motion passed unanimously.

The Treasurer reported a beginning balance of \$596,598.71, deposits of \$11,183.58 and expenses of \$25,794.20 for an ending balance of \$581,988.09. Claims (1015) Bureau of Criminal Apprehension which is background checks for those fire department members installing American Red Cross donated smoke detectors in private homes. (1025 and 1053) Sinclair Fleet Services are fuel for our emergency vehicles. All bills were approved for payment and the payroll next pay account distribution document was signed.

Public Comment: There were no public comments at tonight's meeting.

## Department Reports

### a. Police

- Speed Trailer: Barb made the following resolution

**Whereas:** Township residents, NSCS and police have been concerned about speeding on Township roads and the safety of our children and neighbors. There has been a continuing problem of speeding in front of North Shore Community School. Efforts were made by NSCS and the Township to have the County install speed control signs on the Ryan and other roads, and the Township has asked for wider shoulders on main roads, but without success. Our Township Police have suggested that acquiring a speed trailer would be a desirable added tool to address speeding. Residents and children walk and ride bikes on roads; children wait for school buses along roads. North Shore Community School and the Duluth Township Community center have multiple activities that involve exit and entry on Ryan road, and many roads have vehicle-hiding dips and hills creating potential danger points. Speed citations and warnings are among the more notable police events each month. A trailer could be moved to address traffic on various roads and traffic directions as speeding problems arise. It would be a constant reminder to drivers and could be active at more times and in more places than can be monitored by squad car radar and our part-time Police Department.

The purchase of a Speed Trailer is recommended and supported by The Duluth Township Police Department.

**Therefore:** I move that

1. The Township authorize purchase of a safety speed trailer this year. The Police Department will select the appropriate design suitable to our Township situation with attention to effectiveness, durability and low maintenance. Extended warranty of the unit may also be prudent for our Township. The speed trailer will be used by our Police Department on Ryan Road near the school during school times and on other roads in the Township as they deem appropriate.
2. And that the cost of the speed trailer be covered 75% from the CCF and 25% from the general fund since both the Community Center specifically, and the community as a whole would benefit. The NSCS would also see a benefit in speed reduction on Ryan Road and other roads where children are waiting for the school buses. The Police budget does not cover an expense of this size. It is estimated that the cost would be approximately \$9,000 to \$10,000, depending upon needed measures and construction. If

supported, the Police Department will investigate costs and features and provide the Town Board with a specific bid proposal.

Rolf Carlson seconded the motion. This motion was adopted by a 3/2 vote. Yea Crow, Mount and Carlson; Nay West and Stolp.

- Chief Shawn Padden submitted his letter of resignation effective April 30, 2017. Steve Peterson will assume the position of Chief effective May 1, 2017. The Board expressed its thanks to Shawn for his years of service to the township.

b. Fire

- Architect contract: Scalzo won the bid the Town Board signed the contract. Rob Peldo and Travis will review the contract and return it to Scalzo.
- Smoke detector program is in coordination with the American Red Cross. Any township resident can fill out a form for **free smoke detectors** send it to the Clerk's office and the fire department will install. The Town Board expresses its appreciation to its Fire department members who work hard for the community.

c. Planning and Zoning

- i. Storm Water: Annual stormwater meeting will be May 27<sup>th</sup> in the parking lot during recycling.
- ii. The Annual MS4 report is due in June.
- iii. Director's Report
  - Open Commission Member: A letter of application was received from Dave Edblom. Barb made a motion to elect Dave Edblom to fill the vacancy on the Planning Commission, Travis seconded. Motion passed with a 4/1 vote. Aye Dave, Barb, Travis and Rolf Nay Corlis
  - A 3- year conditional use permit interim use on River Road was approved at the last Planning Commission meeting.
  - Analysis continues on SMU 8 Greenwood Road area.
  - Thank you to Dave Mount for making a bowl for Paul Voge who retired last month.
  - A request to the board to write a letter to st. Louis County. The Bergquist road is looking bad and at some time the County will refinish the Bergquist road. We would like the County to please look at the Planning Commission's plan for bike and walking lanes. A Planning Commission member will write the letter and bring it forward to the Town Board to adopt.
  - At their last meeting, the Planning Commission held a public hearing to change the zoning map at the former Clover Valley School site from LIU-3 to FAM-3. One person spoke in favor of the map change. This information was then forwarded to the Town Board for their adoption however because the zoning map is not the official township map the Town Board will hold a Public Hearing as part of its normal business meeting at **the next Town Board meeting 6:00 p.m. May 11, 2017.**
  - There will be two variance hearings at the April Planning Commission meeting.

d. Legal: Sue and Dave have reviewed the Hanft Fride statement, it has been approved for payment.

e. Roads

- Travis has done a spring drive down the Townships roads.
- Road Bids

8:00 p.m. the Meeting was suspended to open Road Bids

3 bids were received: Viele, Jakes Companies, Rodda Grading

Barb Crow requested a 5 minute recess to allow the board time to review the bids 8:10 p.m.

Meeting reopened 8:15 p.m.

Corlis made a motion to accept the bid with the most complete things we've asked for. Motion died for lack of a second. The decision will be made at the Program of Work meeting which will be scheduled further down in the agenda.

f. Joint Use Committee

- ABC Inc. made an informal request for partial funding of grounds improvement done last summer.

g. Town Hall

- Lawnmowing Contract: Barb brought forward the following resolution  
**Whereas**, the town has two properties that require a lawn mowing service, and  
**Whereas**, the town has contracted previously with The Cutting Edge, owned by Brad Linder, and found the service to be good.  
**Now, therefore, be it resolved**, that the Town Board of Duluth Township contract with Cutting Edge at the following rates for the 2017 season: Clifton Fire Hall \$70 per mow; Lakeview Cemetery \$250 per mow. Resolution was adopted unanimously.
  - Barb made a motion to purchase a lawnmower for no more than \$400, Rolf seconded. Motion passed unanimously.
- Cloud based storage: May agenda under Old Business.
- MN Association of Townships Officer's signature sheet: signed
- Arts and Heritage function was well attended and will be repeated this coming fall.

h. Emergency Operations: no report at this meeting.

i. Materials Management

- Waste Management failed to pick up recycling on Friday. Saturday Colette took quite a bit of verbal abuse from residents of the township because the recycling bins were full. Waste Management had broken down, we didn't receive a phone call saying they had broken down nor did they send a replacement vehicle to properly service the bins. It might be worthwhile to write an article in the newsletter and talk about acceptable behavior towards town employees.

j. Cemetery: Nothing to report

- Barb will remind The Cutting Edge to get the first lawn mowing done before Memorial Day.
- The \$50 stipend for the speaker is in perpetuity.

k. Communications

l. Personnel

- PERA retirement funds. Janet Johansen is requesting a letter from the Town Board. Add to program of work agenda.

Old Business

- Sprinkler: Aaron Molina would like to know the status of the sprinkler. Travis will get in touch with the original salesman and follow up with Aaron.
- Recreation resolution: Barb made a motion that the recreation financial account be removed and that the balance of the account be transferred into the general fund. All future rental income will be recorded in the general budget under receipts, entitled rental receipts. Corlis seconded. Motion passed 4/1. Yea Crow, West, Mount, Carlson, Nay Stolp

New Business

- Resolution in Support of Renewable Energy: Barb Crow brought forth the Co-op Light and Power Solar Wise Community Solar program currently being constructed at the Homestead Road site. Barb made a motion that

the Township invests in the solar program, Corlis seconded. Barb moved to table this motion until May for more information.

- Set date for Program of Work: Tuesday April 25 6:30 p.m. Program of Work, road, retirement, flag.
- Liquor License: Corlis made a motion to approve, Barb seconded. Travis abstained. Yea Corlis, Barb, Dave, Rolf.
  - Clearwater Grille & Event Center – Police ok'd
  - New Scenic Café – Police ok'd

#### Correspondence

- (E-mail) USDA Rural Development – MN Housing Finance Agency
- (E-mail)Duluth Superior Area Community Foundation – Annual Celebration
- US Department of Commerce – Census
- (E-mail)Weed Inspector training session x 2
- MN LTAP
- MN Department of Revenue 2017 Board of Appeal and Equalization Catch up Training.
- Minnesota Corn Growers
- SLCAT minutes and agenda x 3

#### Calendar Events and Meeting Schedule

### **Program of Work Meeting 6:30 pm April 25, 2017**

Board of Appeal and Equalization **6:00** p.m. May 9, 2017

Town Board Meeting **6:00** p.m. May 11, 2017

Adjournment Barb made the motion and Corlis seconded 9:15 p.m. Motion passed unanimously.