Draft

Town of Duluth

Town Board Meeting August 10, 2017

Call to order: The meeting was called to order at 6:30 p.m. with the Pledge of Allegiance. Rolf Carlson, Dave Mount, Corlis West, Travis Stolp and Barb Crow all attended.

Motion to approve the minutes:

- Bille Appeal June 26, 2017: Dave made a motion that we postpone approval of the Bille Appeal minutes until the September Town Board meeting, Rolf seconded. Motion passed unanimously.
- Fire Hall Addition June 26, 2017: Dave made a motion to approve the minutes, Corlis seconded. Motion passed unanimously.
- Town Board meeting July 13, 2017: Corlis made a motion to approve the minutes, Rolf seconded. Under motion to approve minutes Barb's name is lacking a capital. Under new business, dumping carcasses (add an "es"). With those amendments, the minutes passed unanimously.
- Fire Hall Addition financing July 19, 2017: Corlis made a motion to approve the minutes, Rolf seconded. Motion passed unanimously.

Motion to approve the agenda: Rolf made a motion to approve the agenda, Corlis seconded. With the following addition: Under Roads add tree trimming and surveying, the motion was approved unanimously.

The Treasurer reported a beginning balance of $465,411.93, deposits of $225,188.43, and expenses of $22,366.60 for an ending balance of $668,233.76. Claim 1173 The Cutting Edge will be held as a partial duplicate payment (correct claim then ok to pay). The Hanft Fride statement was reviewed and approved and with the exception of claim 1173 the bills were approved and signed for payment.

There were no public comments at this meeting.

Department Reports

Police: Written report

Fire:

- The new addition variance was approved. Bid documents are being drawn up, insurance information is being reviewed by our attorney, and the bid notice will be going out soon.
- The Lake Bank has indicated they will wait to write the bond until we have a firmer number.

Planning and Zoning

- Storm water audit August 23. Many thanks to Jo Thompson and Val Brady for all of their hard work on this project.
- Director's Report
  - LIU3A at the old Bomark Missile Site. There was no GIS used in creating maps prior to 2005, inaccuracies are evident in the overlay, the zones should be aligned with parcel lines. Dave made a motion that the town board initiate the process for a zoning map change to align the LIU3A zone with the Bomark INC. boundaries as was the initial intent of the zone and the current boundaries are in error, Travis seconded. Motion passed unanimously.
  - At the July 27th Planning Commission meeting:
    - A variance hearing off the Clover Valley Road for a side yard setback passed.
    - The Planning commission looked at short term rental requirements as a text amendment for greenhouses. The two current greenhouses in the township are home based business not commercial/industrial. The Town Board would like some time to think about this before action is taken.

- Short term rental high frequency: Rolf made a motion to accept the proposed changes for short term high frequency rentals and send it back to the commission, Corlis seconded. Motion was approved unanimously. The Town Board asked the Planning Commission to look at the definitions of B&B and short term rental.
- Map and greenhouse text change hearings can be held at the same meeting.
- Odyssey development: 2 revetments have been completed
- There was an extra meeting on August 3rd for 2 variances. One for the Fire Hall addition the variance is proximity to the road on one side. The second variance was for the Bille's which also passed.
- On September 28th there will be a short term rental hearing, the zoning text amendment for short term rentals will also be heard on the 28th.

Legal: Corlis hasn't heard from Scott Witty regarding the County's driveway agreement.

Roads:

- Bridge inspections: All bridges passed inspection.
- Tree Service: Corlis hired Wrights tree service to trim the trees and overhang on township roads.
- Corlis met with Clint Little to look at aerial photographs to define road termination points. Corlis would like to have a meeting or forum with town road residents to inform them of issues happening on Township Roads.

Community Center Projects

- Supplement to Landscape Project: When Barb posted the minutes she felt there wasn't enough information so she created a supplement to be attached to the original. Barb made a motion to adopt this as part of the June 8th board meeting record, Corlis seconded. Motion carried.

Town Hall

- Parking lot resurface: a quote from Sinnot Blacktop was received, they were very responsive. Barb feels this is not a priority at this time. Corlis suggested we go ahead and do the striping and crack repair but don't seal. Travis said no it's a matter of maintenance. We will wait until after the fire department bids come in then see where we stand.
- Painting the Town Hall interior: The Heritage group will close the main hall on October 15th for 2 weeks to move the speakers, paint and hang the new picture hanging system.

Emergency Operations

Materials Management:

- A WLSSD notice was received, a public hearing will be held to discuss the upcoming budget.
- A D/NSSD resident approached Barb and suggested someone from the board should be attending the D/NSSD meetings.

Cemetery: Nothing to report at this meeting

Communications: Nothing to report at this meeting

Personnel: Nothing to report at this meeting

Old Business

New Business

Correspondence:

- DAT Annual BBQ

- MN DNR grant opportunity
- US Census: Dave will review and complete.
- WLSSD budget meeting notification
- SLCAT district meeting notice
- St. Louis County Comp Plan workshops
- Construction Status Inquiry: Dave will sign

Calendar Events and Meeting Schedule

- Town Board Meeting September 14, 2017

Adjournment: Travis made the motion to adjourn, Rolf seconded. Motion passed at 9:00 p.m.