

Town of Duluth

Town Board Meeting May 11, 2017

Call to order: The meeting was called to order at 6:15 p.m. with the Pledge of Allegiance. Travis Stolp, Rolf Carlson, Dave Mount, Barb Crow and Corlis West were all in attendance.

Motion to approve the minutes: Barb made a motion to approve the minutes, Corlis seconded. Motion passed unanimously.

Motion to approve the agenda: Barb made a motion to approve the agenda with the following amendments: Under old business add set time for board meeting; under Joint Use ABC has a landscaping project to present; and under old business Travis has news about the sprinkler. Agenda items to be removed until a later date were Jo Nelson from anySite Solutions who was to talk about website design and cloud storage. Travis seconded the motion. Motion passed unanimously.

The Treasurer reported a beginning balance of \$581,988.09, deposits of \$3648.94 and expenses of \$25,677.95 for an ending balance of \$559,959.08. The Hanft Fride and anySite hosting statements were reviewed. All bills were approved for payment.

There were no public comments at this meeting which included the open public comment period for the old clover valley school site map change from LIU-3 to FAM-3. Public Comment period is now closed.

Department Reports

a. Police

b. Fire

- The project group has met with the architect twice and are ready for the next step in the process; cost and alternatives. 6:00 p.m. May 23rd at Fire Hall #1 2146 Old North Shore Road.

c. Planning and Zoning

- Storm Water
- Director's Report: Two variance hearings were heard at the last planning commission meeting, one passed the second will be continued at the next planning commission meeting.
- Resolution 051117-1 to modify the Duluth Township Zoning Map to eliminate LIU-3 Zone in R12 T52, Section 10. Parcel Codes 315-0020-01700, 01740 and 01750.

WHEREAS the Duluth Town Board of Supervisors has the authority to amend zoning ordinances of the Town,

WHEREAS the Duluth Township Planning Commission has determined that the Light Industrial Use (LIU-3) zone encompassing the associated with the (former) Clover Valley School site no longer reflects an appropriate classification for this land, and that FAM-3 classification of the surrounding lands is more appropriate in light of the Duluth Township Comprehensive Land Use Plan,

WHEREAS the Duluth Township Planning Commission has held a public hearing to receive public comment on a proposed map change to this effect,

WHEREAS the Duluth Township Planning Commission has considered public comment provided, to the Town Board, a recommended amendment to the Zoning Map which is part of the Town of Duluth Zoning Ordinance Number 5,

WHEREAS the Duluth Town Board of Supervisors has also held a public hearing to receive public comment on the proposed map change and incorporated changes where they deemed appropriate,

BE IT THEREFORE RESOLVED, that the Duluth Town Board of Supervisors has ordered a change to the Township Zoning Map to eliminate the LIU-3 Zone designation located in Range 12, Township 52, Section 10 and replace it with the FAM-3 designation, contiguous with the surrounding lands. This action is effective as of May 11, 2017.

Corlis made a motion to adopt the resolution, Barb seconded. The resolution passed unopposed and was signed by Board Chair Dave Mount.

- The County notified us that parcel 315-0020-01750 will be going up for sale under Tax Forfeiture. Prior to that, the adjacent parcel 315-0020-01710 was requested not to be sold because of wetlands, setbacks and the odd shape. Parcel 315-0020-01710 was sold and is now in private ownership. The Town has been contacted by the Land Owner who is interested in purchasing parcel number 315-0020-01750 which is under State Tax Forfeit ownership and under county rules can be offered to adjoining land owners for purchase. The result may then create a non-conforming parcel of property by taking a larger parcel and subdividing.
 - St. Louis County Tax Forfeited Classification of State Tax Forfeited Land Letter dated April 4, 2017 for Parcels: 315-020-01130, 01610, and 05320. The Town Board had no objection to the sale of these parcels.
- d. Legal: We have received a request to enforce our zoning ordinance. Corlis and Dave will work with our attorney to break down the complex issues involved.
- e. Roads
- Road Contract: the present road contract has expired Rodda Grading has again been chosen to maintain our roads through April 2019. Corlis made a motion to move forward with the previous contract changing the dates and adding the Rodda Bid, Barb seconded. Motion passed unanimously.
 - Chloride: Edwards oil sent their cost sheet for our yearly chloride application.
 - Weed Inspector: Corlis is now the weed inspector for the town after attending the required training.
 - Corlis would like to hire a surveyor to identify the end point of each township road then have that point marked. We have historical descriptions of each road, are we legally obligated to maintain those roads past the legal descriptions? Discussion followed, no decision was made at this meeting.
- f. Joint Use Committee
- Proposal for landscaping: ABC representative Phil Strom presented a 50% funding request for a landscape project at North Shore Community School. A \$96,104.00 bid from Miller Creek Landscaping was presented to the Town Board along with an extensive list of items that would be completed. The Town Board has asked ABC to seek additional bids and made a request the information be provided to the Supervisors prior to the Board meeting if possible. The Board has tabled the funding request until the June 8, 2017 Town Board meeting.
- g. Town Hall
- Printer: Barb made a motion for a budget of up to \$200.00 to purchase a black and white printer for office use. Travis seconded. Motion passed unanimously.
 - Parking lot: We need new lines on the parking lot. Corlis and Rolf will check with Wayne Dahlberg to see if he still has the parking plan he drafted.
- h. Emergency Operations: no report
- i. Materials Management: No report
- j. Cemetery: Rolf has looked at the Shed and will meet with Molly.

k. Communications: Barb has been doing content updates on the web site and plans on meeting with people from each department to bring all website information up to date. Barb asked that people should feel free to e-mail her if there are things they would like added to the web site.

l. Personnel

- PERA: In April 2001 the treasurer and clerk positions were converted from elected to appointed. The township continued to contribute to the fund they had been enrolled in at the time, 16 years later PERA discovered they had been allowed to remain in an incorrect fund and so were going to remove former Treasurer Janet completely from the system. The Town and Janet each paid equal amount to the fund, Janet is asking for both contributions. Dave Mount has drafted a letter to PERA supporting Janet's request. Rolf made a motion to sign the letter to Janet, Travis seconded. Motion passed unanimously.

1. Old Business

- Cloud Storage: remain Tabled
- Tabled Resolution for renewable energy: Co-op Light and Power solar program proposed and seconded in April but then was tabled for more information is being brought to the floor for discussion. Barb reread her resolution and provided the financial assessment of proposal to purchase one solar panel at the CLP Community Solar Garden. Motion made at the April Board Meeting on the resolution (Barb made a motion that the Township invests in the solar program, Corlis seconded) passed with Corlis, Barb, Dave and Rolf voting Aye; Travis voted no.
- Travis sold the sprinkler.

2. New Business

- Change of Time: Barb made a motion to start board meetings at 6:30 instead of 7:00, Corlis seconded. Motion passed unanimously.

3. Correspondence

- MIC Meeting schedule/agenda and minutes
- MN Dept of Health postcard
- SLCAT minutes/agenda
- Certificate of Insurance for Grandma's Marathon
- Couri & Ruppe proposal for legal services – advertising
- Duluth Superior Area Community Foundation
- CTC – new phone services.

4. Calendar Events and Meeting Schedule

- Town Board Meeting June 8, 2017

5. Adjournment: Barb made a motion to adjourn, Travis seconded. Motion passed unanimously 9:05 p.m.