

Town of Duluth

Town Board Meeting
September 14, 2017

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

Motion to approve the minutes:

- Bille Appeal June 26, 2017: Postponed from the August board meeting. Barb made a motion to approve the Bille minutes, Corlis seconded. With the following corrections and amendments the motion passed unanimously.
 - Page 5 Dave: remove “across the road the boundaries of those two parcels couldn’t touch”, replace with “in the road. For the Bille’s parcel the legal description doesn’t reach the middle of the road”.
 - Page 9 Dave: remove the word “covering” and on line 2 add a comma between it and it’s
 - Page 10 Dave: correct from “appellant” to “appellate”
 - Page 11 Dave second line: change “I’m speaking of abstract not the specifics” to “I’m speaking of the abstract not the specifics”.
 - Page 11 3rd Dave last line: change the sentence from “The water course I didn’t trace it up to the freeway, given what was still there after the 2012 storm” to “The water course I didn’t trace it up to the freeway, but it can’t be too big given what was still there after the 2012 storm”.
 - Page 12 Carol Bille: Correct typo from “arrument” to “argument”
 - Page 12 Dave: replace “concerned” with “considering”
 - Page 14 John Bray: replace “lot” with “law”.
 - Page 14 bottom of page Dave second sentence: “it means the set-backs would be denied” to “it means the proposed set-backs would be denied”.
 - Page 15 top of page second line: “with the decision , this lot cannot be developed and other can, I am uncomfortable” to “with the decision that this lot cannot be developed and other can but I am uncomfortable”
 - Page 15 2nd Dave: “The ordinance said these are the requirements and those traits to the comp plan but” to “The ordinance said these are the requirements and those trace to the comp plan but”
 - Page 15 2nd Dave: add quotation marks around “is it in harmony with the general purposes and intent of the ordinance”.
 - Page 15 3rd Dave: change “then” to “than”.
- Town Board meeting August 10, 2017: Corlis made a motion to approve, Barb seconded. Motion passed unanimously.

Motion to approve the agenda: Travis made a motion to approve the agenda, Rolf seconded. Under Roads Corlis would like to add “Private maintenance and turn around agreement with termination of roads”; under Town Hall Dave would like to add “parking lot”. With those additions the motion was approved unanimously.

The Treasurer reported a beginning balance of \$465,411.93, deposits of \$445,188.43 and expenses of \$22,366.60 for an ending balance of \$668,233.76. anySite Hosting check was to be held for Barb’s approval, the \$4000.00 bill to brush and trim trees along township roads and Bob Rodda’s grading bill were reviewed and approved for payment. We had a returned check for gym time at the North Shore Community School, a letter requesting payment was mailed but returned as unable to contact owner, Shawn will hand deliver the letter. The payroll net pay and account distribution documents were signed.

Public Comment: Fred Meyers walks along the McQuade Road with his dog and picks up trash, on Saturday mornings a delivery person throws the Budgeter out of his vehicle window at either the mailbox or the end of the driveway. The papers are not always picked up and sit wet on the ground until they end up in the ditch. A similar situation has

happened repeatedly over the years. Corlis will resurrect a letter he had written during a previous term as Supervisor and send it in hopes they will cease and desist.

Department Reports

Police

- Junk Car (e-mail): has been investigated and is a repeat issue which is being addressed by the home owners. Action is being taken.
- New Officer: Permission was sought and granted last year to hire a third temporary Police Officer, a training issue held up the hire which has now been satisfied. Travis made a motion to appoint Paul Johnson as a temporary part time officer as of October 1st, Rolf seconded. Motion passed unanimously.

Fire

- New Addition: nothing of note came from the mandatory pre-bid meeting September 12th.
- Bid opening reschedule: a general contractor has requested the bid opening date be rescheduled due to an internal conflict on the contractor's part. Barb made a motion to authorize Travis to contact our Attorney before changing the bid opening to September 26th at 4 p.m. Travis seconded. Motion passed unanimously
- Financing: The Lake Bank is ready to move but can't until we give them a number. Once we give the bank the "go" the process will take a couple of weeks. If the bid opening is September 26th at 4:00 we could have a meeting October 3rd at 6:30, by then we would know the bid totals and be ready to accept a contractor and finalize our financial portion.

Planning and Zoning

- Storm Water: The PCA completed their compliance check and determined the Township is compliant. Thank you to Val Brady and Jo Thompson for all their work on this requirement.
- Director's Report:
 - Proposed Tax Forfeit Land: 5785 Alseth Road. It is a 2 acre parcel of property and used to have a trailer on it, there is no issue with this sale.
 - Planning commission: A Conditional Use Permit (interim use until the owner changes) was approved for Janet Lampi. In September a variance hearing along the shore for a deck. There will be a text amendment change which will come back to the Town Board and the Town Board is required to hold a public hearing for the zoning map amendment.
 - Greenhouse: Dave will be added to the Planning agenda to discuss the definition of greenhouse.

Legal

- Beck Road: A letter was sent out from the Town Board through our attorney. A variance application has been received from Andrew Hagglund.

Roads

- The County is asking land owners to sign a letter giving permission for county snowplows to turn around in driveways. Our attorney has amended the letter to keep land owners from worrying that their driveways would then become township roads. Corlis will send out the letter with a cover letter.
- The County is also requiring a turn-around at the end of the Mace and North Ryan Roads. Residents at the end of the Mace Road are resistant to the county's request. If access is not available what are our responsibilities? Travis will contact our attorney to find out what options we have and then will talk to Gordy from St. Louis County
- Culverts: Bob Rodda is storing a few township culverts until they are needed. We need to replace a culvert on the East Lismore, the culverts we have at Rodda grading might be undersized for what is needed.

- Lismore Road Ditching: The project was begun on the East end and they are working their way uphill, all is being postponed until it dries out a bit.
- Alseth Road: Gravel plugged a culvert owned by the RailRoad authority. One complaint about grading on the Alseth Road, has since been resolved.

Community Center Projects

- Generator Project: A statement was sent for \$39,000.00 but only \$36,000.00 was paid. Wasn't \$39,000.00 authorized by the Town Board?

Town Hall

- Elections: Replacement of AutoMark, Barb and Ann will work on this project.
- Parking lot: Corlis made a motion to go ahead and have the parking lot crack sealing taken care of for \$1800.00 and then have the striping done, Barb seconded. Motion passed unanimously.
- General Insurance: We might need to add construction insurance and increase our current insurance with the new fire hall addition.
- Painting the main hall between October 18 to the 27th.

Emergency Operations: No Report

Materials Management: No Report

Cemetery: No report

Communications: No Report

Personnel

- Janet Johansen back wages: Dave will create a resolution giving history but wait until the check from PERA has been received.

Old Business: No Old Business at this meeting

New Business: No New Business at this meeting

Correspondence:

- Touchstone award celebration notification
- NCPERS insurance
- Pipeline newsletter
- St. Louis County CDBG 2018 program/open house
- Technology Exchange
- MN Fall Maintenance Expo
- Co-op Light and Power Deferred patronage dividend allocation
- Duluth Superior Community Foundation

Calendar Events and Meeting Schedule

- Fire Hall Addition bid opening September 26, 2017
- Fire Hall Addition finance October 3, 2017
- Town Board Meeting October 12, 2017

Adjournment Travis made a motion, Rolf seconded. Motion passed unanimously.