

# Town of Duluth

Town Board Meeting June 14, 2018

Call to Order: The meeting was called to order at 6:30 PM with the Pledge of Allegiance Supervisors Corlis West, Rolf Carlson, Barb Crow, David Mount and Penny Morton were in attendance.

## Motion to approve the minutes:

- Corlis made a motion to approve the minutes from the Fire Addition contract meeting April 24, 2018, Penny seconded, the motion passed unanimously.
- Barb made a motion to approve the minutes from the Program of work April 24, 2018, Penny seconded, the motion passed unanimously.
- Barb made a motion to approve minutes from the May 10, 2018 Town Board meeting, Rolf seconded. With the following amendment the minutes passed unanimously.
  - One amendment to the minutes: It was noted in the minutes that Penny Morton had been nominated to the NSCS Endowment Board of Trustees pending her acceptance, Penny did accept the position.

Approve agenda: Corlis made a motion to approve the agenda, Barb seconded. With no additions the motion passed unanimously.

## Finances:

Tax Exempt: St3 forms and letters for tax exemption were approved for signature.

The Treasurer reported a beginning balance of \$629,492.31 with deposits of \$165,746.11 and expenses of \$84,338.84 for an ending balance of \$710,899.58. North Shore Sanitary, Hanft Fride and Scalzo statements were reviewed; all bills were approved for payment. The claims list for approval and payroll distribution documents were signed.

## Public Comment

Old French River Store site: Cars and appliances have disappeared, some windows have been broken. The property is a non-conforming lot with a non-conforming structure. Penny made a motion that Dave writes a letter stating the owner/owners are out of compliance, Corlis seconded. Motion passed unanimously.

## Department Reports

### Police

- Swanson Road garbage dumping: garbage was dumped in the river North Shore Sanitary was hired to clean it up. North Shore Sanitary will revisit the site numerous times to make sure it is all cleaned up.

### Fire

- The new addition is coming along well a couple of windows will need to be replaced. The siding is in such bad shape that we might have to re-side the entire building. Thank you to Dave for all of the insurance work.

### Planning and Zoning

- Storm Water
  - Annual Stormwater Meeting: The meeting is scheduled for the 6:30 PM August 9<sup>th</sup> board meeting. Jo Thompson will write an article for the newsletter.
- Director's Report
  - There are piles of wood ash that have not been plowed into the ground along the Homestead Road. One of the Supervisors will stop in to find out what the status is on the wood ash and when it can be expected to be plowed into the ground.

- o Lake County Public hearing: Lake County is holding a variance on a piece of property at the very Western edge of their county.
- o There were two public hearings last month both were approved. Short term rental hearing on Alseth road approved for a very short period of time.
- o Zoning ordinance changes: The public hearing will be July 26<sup>th</sup> and will also include the fees for road entry permits, solar array systems and accessory structures. The Town board has to adopt the changes which cannot be done until the public comment/public hearing has taken place.
- o The commission did a big review and wrote standards for commercial structures below the expressway.
- o Variance at the next meeting: a very small parcel of property in the 9 acre zone district.
- o Beth, Clint Little and Sue are gathering data to update the comprehensive land use plan, part of the discussion has focused on gathering a lot of data and creating a data base of geographic information. Clint is looking into the maintenance of such a document. It might be better to have two documents, one for the town to use and a second for people filling out permits.
- o A grant has been submitted to renew the comprehensive land use plan. The anticipated project cost is \$17000 with an in-kind match of approximately \$9500 the grant fund is \$7500.

Legal: Nothing to report.

#### Roads

- Garbage cleanup: We need to discuss how we want to handle garbage dumping in the future. There is no real policy that can be developed, right now if it is larger than what can fit into a trash bag cleanup is up to the discretion of a Supervisor.
  - o Dead animals are not generally picked up.
  - o We do have in place illicit discharge fact sheets already in place.
  - o State Duty Officer for paints, refrigerants and specific toxins.
- Road grading should be just about completed, dust control June 15<sup>th</sup>.
- Road Forum May 23rd: about 19 people showed up with some suggestions about what they would like to see happen with township roads. Bob Rodda was also in attendance and was able to answer questions. All in all it was a good meeting.

#### Community Center Projects

- Playground request: update, a letter of intent was completed and they were asked to write a grant for \$12,000. At the last meeting there were some questions about the materials and insurance. Materials for the equipment are called hot dipped galvanized steel. Insurance would be covered just like the rest of the playground equipment. Total project cost is \$25000.
- The final disbursement of community center funds: Barb made a motion to pay half of the playground zip line not covered by the grant up to \$9746 or the remaining amount in the community center fund. Penny seconded. Motion carried.

#### Town Hall

- There has been a request for replacement of the swings in our small playground. It appears the top beam need to be replaced. Dave will do a bit of research on the project.
- Holding tank renewal: Done for the year.
- Riverside flooring contract to be signed: \$1690 they will call to schedule the job.
- AV equipment install: The Company has been notified their bid has been accepted and now needs to send their specs so the electrical requirements can be taken care of. The project is moving forward.
- Parking lot repairs: Dave will do a bit more research.

#### Emergency Operations

- Letter of resignation: was received from Mary Anne Daniel resigning as the Emergency Management Director. Barb made a motion to appoint Ann Cox and Sherry Rovig as co-emergency management directors, Corlis seconded. Motion passed.
  - o Needed: up to date Township maps and 1 or 2 additional interested members.

#### Materials Management

- D/NSSD Board of Managers election results: Jennifer LaBelle, whose term will expire January 1, 2021.
- Grant funding has been received.
- There will be a few changes made by WLSSD: A new bin for film and plastic bags collections such as grocery bags. Newspapers will be added to the mixed paper bin instead of having their own bin. WLSSD also wants to begin a pilot program for a food collection bin. Shed keepers are concerned about bears, hornets and other wild animals once there is food in the bin especially during the heat of the summer. Barb made a motion that we do not collect food scraps at our recycling, Penny seconded. Motion passed unanimously.

Cemetery: good crowd at the Memorial Day presentation.

Communications: Barb has increased the total data allowed on our web site again.

Personnel: Nothing to report.

#### Old Business

#### New Business

#### Correspondence

- WLSSD Field Green program & letter
- Technology Exchange
- SLCAT minutes
- MAT summer specialized training schedule
- St. Louis County Attorney's Office

#### Calendar Events and Meeting Schedule

- Planning and Zoning meeting June 28, 2018 6:30 PM
- Town Board meeting July 12, 2018 6:30 PM

Adjournment: Penny made a motion to adjourn, Barb seconded. Motion passed.