

# Town of Duluth

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## Town Board Meeting July 12, 2018

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

Motion to approve the minutes: Barb made a motion to approve minutes from the June 14, 2018 board meeting, Corlis seconded. Motion passed unanimously.

Approve agenda: Barb made a motion to approve the agenda, Penny seconded. With the following additions the motion passed.

- Under Finances: Sinclair credit card
- Under Roads: Issues with ditch along Bergquist Road

Finances:

Tax Exempt: one ST3 form was approved for signature.

The Treasurer reported a beginning balance of \$710,899.58 with deposits of \$3611.01 and expenses of \$33,395.80 for an ending balance of \$681,114.79. Alden relief check, Chloride, Fryberger, TNT aggregates claims were reviewed; all bills were approved for payment. The claims list for approval and payroll distribution documents were signed.

Sinclair Card: Barb made a motion that we pay ahead and keep a \$1000 credit balance in the account, Penny seconded the motion. The motion passed unanimously. Dave made a motion that the clerk and treasurer be directed to pay the Sinclair bill in its entirety plus \$1000 not to exceed \$3000, Barb seconded. Motion passed unanimously.

PublicComment: None at this meeting

Department Reports

Police: The old French River Store has been tidied up and looks so much better.

Fire:

- The addition is coming along quite well. LP Two Harbors has donated siding to reside the entire building, Calco will prepaint the siding in their shop. Total cost for the project will be approximately \$40,000.
- **Thank you** to Duane Madison for the donation of a water storage tank and to LP Two Harbors for the siding.
- Resolution 071218: Transfer of funds from other departments into the Township Capital Improvement fund to pay the Fire Department Loan. Penny made a motion to adopt the resolution, Barb seconded. The motion passed unanimously.

WHEREAS, the Clifton Volunteer Fire Department has identified and communicated structural shortcomings and maintenance issues at Fire Hall #1 that inhibit their ability to provide effective fire protection services to the Town of Duluth, including but limited to the need for an additional vehicle bay and repair of the roof;

WHEREAS, the Duluth Town Board of Supervisors has reviewed the circumstances at Fire Hall #1, agreed that a project to expand and repair Fire Hall #1 (Project was appropriate);

WHEREAS, at the 2018 Annual Town Meeting, the Town Board discussed Project plans with the electorate and the electorate subsequently passed a motion supporting the Project;  
WHEREAS, the Town has since entered into a construction contract for the Project;

WHEREAS, the Town Board met in September 2017 to review the Town's financial status and identified amounts in several Town funds that could be transferred to the Township Capital Improvement fund as partial funding of the Project;

BE IT THEREFORE RESOLVED, that the Duluth Town Board of Supervisors directs Town Clerk and Treasurer to transfer the following funds into the Town's Capital Improvement fund:

- a) \$105,000 from the Fire Department fund
- b) \$15,000 from Road and Bridge fund
- c) \$20,000 from General Township fund
- d) \$35,000 from the Community Center fund

#### Planning and Zoning

- Stormwater: Annual meeting August 9<sup>th</sup> during the Town Board meeting
- Directors Report:
  - o Board Letter: St. Louis County Comprehensive Land Use Plan Request for Feedback. "The Commission has prepared their recommendations for responding to St. Louis County' request for feedback on the draft goals and objectives for their Comprehensive Land Use Plan. The Commission requests that these recommendations with any changes decided upon by the Town Board be sent to St. Louis County in response to their request for feedback." Dave made a motion that he will write a transmittal letter to the County, Rolf seconded. Motion passed unanimously.
  - o There were no public hearings last month the planning commission discussed the ordinance interpretation of having a recreational vehicle on your property.
  - o There will be two public hearings in July the first is an ordinance change and the second will be for a setback variance request from a river. In August there will be a public hearing for a property on the Shilhon Road.

Legal: Nothing pending

#### Roads

- MAT meeting questions: Penny attended a road conference and brought back to the Town Board some interesting questions and possible options for a road discussion.
- Partial washout on the Wildwood road after the last big rain. If people notice washout problems on township roads please notify the Road Supervisor.
- 5977 Bergquist Road there were a number of pine trees cut down and thrown into the ditch, Barb will contact Co-op Light and power to see if they are responsible for the trees having been cut down.
- Site Entry permit request: there is no culvert needed.

Community Center Projects: nothing to report

#### Town Hall

- Parking lot: We will continue using the driving surface until it becomes undriveable then it should be completely redone.
- Striping parking lot: Corlis will call to request striping.
- Dave ordered 3 (\$60) swing seats for the little playground at the town hall.

- AV Project: Corlis has signed the contract. The decision was made to purchase the manual screen instead of the electric version. Corlis or Jerry Hauge will contact the company and get the project moving forward.

Emergency Operations: Next meeting August 20<sup>th</sup> 10:00 AM

#### Materials Management

- Shed Keepers Meeting at the Sanitary District: A food waste bin option was turned down for the township. A bin for plastic grocery style bags will go in the small shed. There will no longer be a newspaper only bin the newspaper will go in with the mixed paper.

#### Cemetery

- There is a small washout on the West (under the arch) exit. Rolf will check and if necessary will have it repaired.

Communications: nothing to report

Personnel: nothing to report

Old Business: Dave spoke with the MPCA about piled wood ash. Piled wood ash isn't a problem.

New Business: There was no new business at this meeting.

#### Correspondence

- University of Minnesota – wood ash application
- State Demographer – current population estimate **1926**; household estimate **751**

#### Calendar Events and Meeting Schedule

- Planning and Zoning July 26<sup>th</sup>.
- Town Board/Stormwater meeting August 9, 2018 6:30 PM

Adjournment: Barb made a motion to adjourn, Penny seconded 8:15 motion passed unanimously