

Town of Duluth

Town Board Meeting

April 12, 2018

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

Motion to approve the minutes from March 8, 2018: Corlis made a motion to approve the minutes with the following amendments, Rolf seconded. Motion passed unanimously.

- Under Legal add "we have had a request for documents in regard to a driveway access,"
- Under Materials Management the new snowblower has been acquired.
- Under communications remove the word e-mails and replace with interactions.

Approve agenda: Dave made a motion to approve the agenda with one addition, Penny seconded. Motion approved unanimously.

- Addition: Under Roads Corlis added "update our permit entry process for town roads".

Finances: The treasurer reported a beginning balance of \$657,231.85, deposits of \$12,736.14 and expenses of \$26,428.41 for an ending balance of \$643,539.58. The claims list for approval was reviewed and all bills were approved for payment, the payroll net pay account distribution signed.

Public Comment: there were no public comments at this meeting.

Department Reports

Police:

- Clearwater Grille intoxicating liquor license renewal: Corlis made a motion to approve the liquor license, Penny seconded. Motion passed unanimously.

Fire:

- New Addition:
 - Special Inspection services for structural inspections: Dave made a motion to accept the Braun Intertec bid and authorize the chair to sign the contract once the construction contract has been signed. Barb seconded. Motion passed unopposed.
 - Construction contract: we do not yet have the final contract.
 - Financial Documents (Bond): The project will be \$330,000 a 10% contingency will make it \$370,000, the fire department has increased their savings to \$120,000 which leaves approximately \$150,000 to borrow. Special meeting 5:00 pm April 18th
 - Dave will sign the contract for the town but have Bob Engelson as a representative.

Planning and Zoning:

- Storm Water: The PCA is a little behind so we will be working under an old permit. The work continues on the second portion of our MS4, part one has been received and accepted.
- Director's Report
 - Two public hearings at the last meeting; one a conditional use permit bed and breakfast the second is an extension for a short term rental. The short term rental was approved as an interim use until it changes ownership.
 - A public hearing in May for a short term rental conditional use permit. There could potentially be a second short term rental hearing also in May.
 - The Duluth North Shore Sanitary District has received a grant to GPS systems along the shore. An article will be put in the newsletter so people along the shore know why someone might be standing on their property with a GPS unit.

- On our zoning map there is a LIU zone district that when the map was revised in 2000 there was some overdraw of the line which meant residential properties were accidentally included in the LIU district. To clean up the line a letter was sent to residents and businesses in the area asking for permission to alter the boundaries of the LIU-3 zone district. Most did not support the boundary alteration so the area requested for rezone will need to be re-defined and the town board will be required to hold a public hearing. The date for the public hearing has not yet been set.
- Lots of permits coming in.

Legal: No report at this meeting

Roads

- Corlis would like to hold a Road forum for anyone who lives on a township road (please see the road list on our web site www.duluthtownship.org). An article about the spring season and what should be expected to happen on the roads will be in the next township newsletter, there will also be an e-mail blast sent out giving the forum information. The forum will give residents an opportunity to discuss how the budget is being spent.
- Sue, Val Brady and Corlis had a meeting to talk about the entry permit process. Corlis is interested in paralleling our entry process close to the County process.
- Culverts: We maintain the ditches and so we also maintain the culverts. One way to maintain is by specifying the quality of our culverts. We are also trying to track some of the new culverts being put in by giving them a unique numbering system.
- There was one individual at the annual meeting who wanted to reduce maintenance on township roads.

Community Center Projects: None

Town Hall

- Co-op Light and Power by-law proposed changes: No comment
- Parking lot: striping should be done this year the spider webbing of the parking lot should be done first. Corlis made a motion to have the spider web areas of the parking lot slurry sealed for \$1500, Barb seconded. Motion passed unanimously.

Emergency Operations: Mary Anne Daniel would like to resign as director.

Materials Management

- WLSSD is requesting resolution of support for a grant to purchase generators to generate electricity from the treatment of wastewater. If the township adopts the resolution a signed copy will be sent to key legislators.
- Recycling made it through the winter with only one bin needing to be replaced.
- Carolyn has applied for the recycling grant

Cemetery: Nothing to report

Communications: Nothing to report

Personnel: Nothing to report

Old Business: No old business

New Business

- Schedule Program of Work: Post for 5:00 PM Wednesday April 18th, 2018

Correspondence

- Technology Exchange
- SLCAT newsletter

Calendar Events and Meeting Schedule

- Town Board Meeting May 10, 2018 6:30 PM

Adjournment: Barb made a motion to adjourn, Rolf seconded. Motion passed unanimously 8:30 p.m.