

Town of Duluth

Town Board Meeting March 12, 2020

Call to order: The meeting was called to order at 6:30 PM with the Pledge of Allegiance, Supervisors Rolf Carlson, Penny Morton, Corlis West, John Schifsky and Michael Kahl were present,

Approve Minutes: Penny made a motion to approve the minutes from February 13, 2020, Corlis seconded. Motion passed unopposed.

Approve Agenda: By unanimous consent the agenda was approved as it stands.

Finances: The Treasurer reported a beginning balance of \$496,445.27, deposits of \$38,165.84 and expenses of \$19,083.84 for an ending balance of \$515,527.27. Claims were reviewed; the payroll net account and claims list for approval were both approved and signed.

Public Comment: No public comments at this meeting.

Department Reports

Police: report e-mailed

Fire: No report

Planning and Zoning

- Storm Water: Michael made a motion to accept the comments made by Val and Jo and send them on to the MPCA, Penny seconded. Motion passed unanimously. The Town Board extended their Thanks to Jo and Val for the work they did on the comments.
- Director's Report
 - Data Storage: Sue presented an option sheet on Data Storage for the Town's use. There are three options discussed on the sheet but Local and Cloud storage look the best. No decisions needs to be made tonight. Table the discussion until April. Payments are generally done on credit card however we don't have a credit card. Rolf will talk to Lake Bank and see what can be done.
 - An interim use was granted to Rita Bergstedt and Amy Nakamura.
 - Determination of use for a zoning district: French River Lutheran Church is potentially going to use the building for a pre-school, the zone district would be dictated by the State in that the state determines the type of pre-school.
 - Grant for the coastal program has been completed, grant report is being written.
 - Grant for zoning ordinance had a due date of March 1st another grant request will be completed and submitted by June 1.
 - The Comprehensive Land Use Plan public hearing is scheduled for April 16th. A report will be written and given to the Town Board who will then adopt/reject or request revisions to the newly revised plan.
 - Questions for the board regarding the Coronavirus: what will be the policies regarding meetings/renting. Michael Kahl made the motion that if St. Louis County, State of Minnesota and the local schools close then the Town would also follow suit with town board, planning and other groups that use the town hall, Penny seconded. Motion passed unanimously.
 - There are no public hearings at the next meeting.

Legal:

- Sue and Michael met with Scott Witty to discuss the current situation with the West Knife River Road short term rental and the lack of application. Our attorney is drafting a letter that an application is required and that the township is backing the letter.
- Other Town personnel met with a MAT attorney to discuss the continuing Billie lawsuit.

Roads:

- Roads cannot be graded until they are dried out. There is something going on at the East Clover Valley Road with water on the road that will need to be checked out.

Town Hall

- John Schifsky will contact Jerry Hauge about the election.
- Program of Work: April 9th.

Emergency Operations: Coronavirus discussion.

Materials Management: Grant is in and on time although the funds aren't usually dispersed until July or August.

Cemetery: Nothing to report

Communications:

- Newsletter: The newsletter looked good on the computer but in the printed newsletter a number of articles were cut off. I am getting ready for the May newsletter, deadline will be April 24th. Supervisors asked if anyone gets a proof of the upcoming newsletter? Nathan will print one before sending it to BB&K for printing.

Personnel: Nothing to report

Old Business:

- Plaque: The plaque has not been completed John will call and see what the projected completion date will be.
- Record Storage: The oak cabinet in the community room is not ideal for storage the intent was to create a new cabinet in the hallway by the Clover Valley Room. This project has been tabled temporarily.
- AKRW would like to use one of the drawers in the Community Room for their storage. The board said it was fine as long as AKRW understood the drawers are not secure.

New Business: No new business at this meeting

Correspondence

- MAT – town law review
- Canosia Township newsletter
- Minnesota LTAP
- Township Officers Spring Short Courses

Calendar Events and Meeting Schedule

- Town Board Meeting April 9, 2020
- Planning interview April 9, 2020 6:00 PM
- Board of Audit and Equalization April 14th 4 – 5 PM

Adjournment: Penny made a motion to adjourn Michael seconded motion passed unanimously at 7:30 PM.