

Town of Duluth

Town Board Meeting December 9, 2021

Special Meeting for Planning Assistant: Two applicants were interviewed. Liz Strohmeyer 6:00 p.m. and Kyra Chapman 6:15 p.m.

Call to order: The regular meeting was called to order at 6:37 p.m. with the Pledge of Allegiance. Supervisors Penelope Morton, Michael Kahl, Rolf Carlson, John Schifsky, and Tim Strom were present. Penny excused herself after the agenda was approved.

Approve Minutes: John made the motion to approve the November 18, 2021, minutes. Tim seconded and the motion passed unanimously.

Approve Agenda: The agenda was approved with additions.

David Mount Presentation: David Mount presented information regarding the Clifton Fire Department (CFD) Pension Benefit. David had met and collaborated with John Schifsky, Robert Engelson, and Sherry Rovig to provide information regarding the pension level increase due to the overfunding in the account. Bob thanked David for the time and effort he has invested into it.

Resolution 20211209: John made a motion to increase the benefit level for the volunteer firefighters vested interest in the volunteer firefighter retirement plan from \$2,300.00 to \$2,700.00 benefit level per year of service. Michael seconded it. The board will revisit this next year. The motion passed.

Ayes: John Schifsky, Michael Kahl, Rolf Carlson, and Tim Strom

Absent: Penny Morton

Finances: The Treasurer reported a beginning balance of \$667,860.38, with deposits of \$4,414.29, with expenses of \$27,527.52 and an ending balance of \$644,747.15. The claims were reviewed and were approved for payment; the payroll net account distributions and claims list for approval were signed. A date for a budget meeting was set for February 3, 2022, at 6:30 p.m.

Public Comment: Colette noted that on the November Minutes, Draft number 6 is referred as Draft number 5, the error was noted, and it will be corrected.

Department Reports

Police: Report email. The Police Union contract negotiation is coming up.

Fire: There was another water emergency at Hall #1. A pressure relief valve was stuck open, which resulted in more water damage. Dryco was in and replaced drywall associated with the damage.

Planning and Zoning:

- Storm Water: Follow up on the email from Val and Jo.
- Stoney Point Follow up: Sue asked the board for direction on how they want to proceed forward. They advised her to send the owner an email with her expectations of what should be done by spring.
- Sign issue/Enforcement of Ordinance: The Planning Director felt that the sign might be in the right of way (MNDOT). Rolf will write a letter and request MNDOT to look at it first.
- GIS system: Sue and Beth are working with Clint Little on finding GIS (Geographic Information System) options for the Township. There was a discussion on the other uses the GIS could have outside of the Planning and

Zoning department for the Township. The Costal Program STAR grant might help offset the cost of the GIS unit; the grant is due in March.

- Ordinance update: Sue has sent email to multiple agencies requesting them to review the ordinance. They responded that they did not have enough time to review it. Sue had met with some of them this week. North Shore Management Board and St. Louis County is who she is waiting to hear back with comments.
- **Ordinance Discussion Meeting:** Tim made a motion to strike the ordinance discussion meeting on January 20, 2022, at 6:30 p.m. for a meeting later in the spring. John seconded it. The motion passed unanimously.
- Flood Plain: Matt Johnson from St. Louis County touched based with Sue regarding the Flood Plain Ordinance. The County will help draft the ordinance.

Legal: Nothing to report.

Roads: There were some complaints on the Olson Road regarding plowing. Michael followed up with the County and discovered that the delay was because of lack of drivers due to Covid. The road was tended to.

Town Hall: Tim followed up with George Sundstrom regarding his question about an Audit. The cameras and freeze alarms are in progress. There was an email received from Keith Darsow regarding the plowing of the Town Hall lot. Keith raised a concern that where he had been able to plow snow in years past is now not allowed place snow there and is concerned that the lot will fill up and block the recycling bins sooner. Tim had a discussion with Roger. Roger informed him that he contacted the County, and they would come in and blow back the snow when we needed it. It was also noted that Keith and Dave do an amazing job however they both have full time jobs. With that said the Board had a discussion that for the 2022-2023 plowing season we will seek bids in an effort to be top priority on lot clean up. There was a Hall rental scheduled in December, the renter had to cancel due to Covid in the family. She reached out to the Clerk, noting our no-refund policy, requesting a one-time exception. After a discussion, the board decided to refund the \$100.00 in this instance.

American Rescue Plan Act (ARPA): Additional Disbursements was received \$3,662.73

Materials Management: Tim has a zoom conference next Thursday with WLSSD.

Cemetery: Nothing to report.

Communications: Hannah will be taking over the Newsletter starting with the January edition.

Personnel:

- Hire Planning assistant: Tim made the motion to hire Liz Strohmeyer, Mike seconded. The motion passed unanimously.
- Wages: John made a motion for the Planning Assistant wages to be set at \$22.00/hour for 10 hours a week Michael seconded. The motion passed unanimously.

Old Business: No old business

New Business No new business

Correspondence: Gnesen Newsletter and Powerlines

Calendar Events and Meeting Schedule

- March Elections- Candidate Filing December 28, 2021- January 11, 2022
- Town Board meeting January 13, 2022, 6:30 p.m.
- ~~Ordinance Discussion January 20, 2022, 6:30 p.m.~~ cancelled. Will be rescheduled at a later date.
- Budget meeting February 3, 2022, 6:30 p.m.

Adjournment: Michael motioned to adjourn; Tim seconded. The motion passed unanimously at 8:42 p.m.

