

Town of Duluth

Town Board Meeting March 11, 2021

Board of Canvass began at 6:15 p.m. present were John Schifsky, Rolf Carlson, Tim Strom, Michael Kahl. While Tim Strom did not run for office it was decided he not participate in canvassing the March 9th Ballots. The ballots were divided into three piles and the results of each pile was counted by a Supervisor. The election was found to be true the Canvass document was signed.

Call to order: The meeting was called to order at 6:30 p.m. with the Pledge of Allegiance. Supervisors Tim Strom, John Schifsky, Rolf Carlson, Michael Kahl and Penelope Morton were in attendance.

Approve Minutes: John made a motion to approve the minutes with the below correction Penelope seconded. Motion passed unanimously. Correction: Under roads we "plan to survey".

Approve Agenda: With the addition of the North Shore Management Board under New Business the agenda was approved by unanimous consent.

Finances: The Treasurer reported a beginning balance of \$507,133.33, deposits of \$53,683.10 and expenses of \$35,109.59 for an ending balance of \$525,706.84. Clifton relief association retirement fund and RSPT storm water dues were reviewed. All bills were approved, and all documents signed.

- Outstanding checks: what do we do about the 2019 outstanding checks?
- Board of Audit held last month needed a few more signatures to be complete.
- Safety Deposit Box: Rolf made a motion to remove Dave Mount from the safety deposit box list held at the Lake Bank 613 1st Avenue Two Harbors, Minnesota and add Nicole Chatterson enabling Nicole, Melinda Peulen and Ann Cox as signatures on the Towns safety deposit box. Seconded by Michael Kahl, Motion passed unanimously.

Public Comment: None

Department Reports:

Police: Nothing to report

Fire: Insulation is in, cabinets are being installed, progress is being made.

Planning and Zoning:

- Stormwater
 - MS4 Permit application Jo Thompson and Val Brady: We have a 5-year permit with the MPCA due next month on April 15th, the application needs to be completed, approved by the Board on the 8th and signed by the Board chair. Would someone from the Board help? We need to be careful what we commit the Town to and there are still new requirements which will need to be completed. Currently we have 3 rivers on the impaired list with too much sediment in them, we need to prove that we are actively working toward diminishing the sediment which might include hiring a consultant. One comment: There are many places that our Road Maintenance contractor utilizes proper ditch control while working on our roads, all of which helps. We need to begin documenting more, develop a firm paper trail and focus on items that really stand out. Michael and Penelope will assist Jo and Val with the application.
 - Yearly Fee: the town has set aside \$2000 for the yearly MS4 fee, if this is different, we would need to know before the August 10th Annual Meeting reconvene.
- Directors Report
 - There will be a short-term rental hearing at the March meeting.
 - Jerry Hauge and Larry Zanko did accept being ex-officio members.
 - Updating the Zoning Ordinance: We have done sections 1 and 3, some areas of discussion remain such as Land and Conditional Uses. The upcoming meeting will be Industrial and

Commercial Uses. The updating meetings have been changed to the 4th Tuesday of the month to ease some time conflicts.

- Planning Commission Vacancies: There are two open planning positions, interviews will be prior to the Town Board meeting April 8th.
- Salary Increase
 - Planning Director: Tim made a motion that beginning April 2021 Sue Lawson's monthly salary be increased from \$1602.00 to \$2003.00, Penny seconded. A friendly amendment due to an increased workload. Motion passed unanimously.
 - Planning Secretary: Penny made a motion that Beth Mullan the Planning Secretary receive a \$50.00 per month increase coming out of the Planning Budget beginning April 2021, Michael seconded. Motion passed unanimously.

Legal: Nothing to report

Roads:

- We had one event on the West Clover Valley Road, some material that was put down at the end of the road became too loose and needed to be scraped back to the side of the road.
- Michael has driven all of the roads and yes, we are experiencing an early spring thaw.

Town Hall

- Door: The door opener into the Clerk's office has a hydraulic oil leak and needs to be repaired or replaced. Nicole is currently waiting for Max from Donald Holm construction to return her call.
- South stairway: the stairs are getting beaten up and some of the wood in the surrounding structure is rotten and will need to be replaced.
- Farmers Market: lots of e-mails. Early June is planned for the first get together.
- The statement from Waste Management is quite steep, Tim will check into why.

Emergency Operations: Nothing to report.

Materials Management: Nothing to report.

Cemetery: Nothing to report

Communications: Nicole is redoing the newsletter document some items have been left over from other newsletters which makes formatting new contents difficult.

Personnel: Nothing to report

Old Business: No Old Business for this meeting.

New Business: No New Business for this meeting.

Correspondence:

- Gnesen Township Newsletter
- Legislative policies guide
- RSPT letter

Calendar Events and Meeting Schedule

- April 8, 2021 6:30 p.m.
- Board of Appeal April 20, 2021 4-5 p.m.

Adjournment: Penny made a motion to adjourn, Tim seconded. Motion passed unanimously at 8:20 p.m.