

Town of Duluth

Town Board Meeting January 13, 2022

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

Approve Minutes: John made a motion to approve the December 9, 2021, minutes. Tim seconded and the motion passed unanimously

Approve Agenda: The agenda approved with additions.

Finances: The Treasurer reported a beginning balance of \$644,747.15, with deposits of \$148,696.24, expenses of \$36,224.24 and an ending balance of \$757,219.15. The claims were reviewed and were approved for payment; the payroll net account distributions and claims list for approval were signed. In January we received the tax apportionment distribution.

- **Board of Audit:** The Treasurer requested the Board set a date for The Board of Audit in February. The Board will meet on February 10, 2022 at 6:00 p.m. for the Board of Audit.
- **Safety Deposit Box:** Penelope made a motion to remove Ann Cox from the safety deposit box list held at Park State Bank (formally The Lake Bank) 613 1st Ave Two Harbors, Minnesota and add Hannah Jurek enabling Hannah, Melinda Peulen, and Nicole Chatterson as signatures on the Towns safety deposit box. Seconded by John Schifsky, motion passed unanimously.

Public Comment: Residents from the North Star Road were in attendance. The residents of that road stated that they would like their private road to become a Township Road and have the benefits of road maintenance in the summer and winter months much like the rest of the residents in this Township. It was brought to their attention that many of the roads in this Township are County roads and there are only eleven miles of Township roads. After much discussion of the pros and cons the Board referred the residents to reference Minnesota Statue 164.07 to help them in their process, stating that the first step, if they would like to continue, would be a petition and a public hearing. The Board also advised the homeowners to contact the County to find out what they need to do to bring it up to County Standards.

Department Reports

Police:

- **Police Contract:** Penelope Morton made a motion to renew the Police contract between the United Steelworkers and Duluth Township for the next three years with a wage increase of fifty cents per hour per year and the rest of the terms stated in the contract. John seconded. The motion was approved unanimously.

Fire: Bob will review and complete the 2022 Fire State Aid application and upon completion will return it to Nicole for submission. The Fire department supplied some mutual aid to Two Harbors with a garage fire and were able to save some tools.

Planning and Zoning: The county has updated the Junk Car ordinance. We passed an ordinance in 1997 that was a stand alone ordinance regarding Junk Cars. We need to be as strict or stricter than the county. The question being do we want to add it to Ordinance 6 or have it as a stand alone. The consensus of the Board is that we revisit the Junk Car Ordinance once Ordinance 6 is in place. Planning Commission is working on finalizing Ordinance 6, once completed, they will send a report to the Town Board for their review. Sue, Liz, Beth, Nicole, and Hannah will be meeting to discuss how their offices will work together moving forward.

Legal: Nothing to report.

Roads: Received our contract from Todd Thomas.

Town Hall: Nicole and Hannah are researching new printer options. The county came and pushed back the snow banks. The new camera system and temp alarms are up and running and we will look into upgrading the remaining cameras at the Town Hall.

American Rescue Plan Act (ARPA): The Town will be receiving approximately \$220,000.00 of ARPA funds, under a new federal rule, can treat the entire amount as lost revenue, meaning the money can be spent for any lawful Town purpose. As a reminder, we have until the end of 2024 to commit this money and we have until the end of 2026 to spend this money. The Board discussed ways on which to educate the electors.

Materials Management: Recycling has been busy. The grant paperwork for 2022 is in progress.

Cemetery:

- Hourly Rate: Rolf Carlson made a motion to raise the Cemetery hourly rate to the Township standard \$13.71 per hour. Penelope Morton seconded. The motion passed unanimously.

Communications: Nothing to report.

Personnel:

- COLA: COLA per meeting rate increase has been stagnant for many years. Penelope will look at the per meeting rate and report back next month.
- Election Judge List: After some discussion the list was approved.
- Planning and Zoning Wage Increase: Penelope Morton moves to correct the letter about wages and salary sent by Sue Lawson. Remove the 40 hours/month and change the total from \$10,560.00 to \$11,440.00 for the Planning Assistant and accept the letter with the other wage increases for the Planning Director and Planning Secretary. Tim Strom seconded. The motion passed unanimously.

Old Business: Congdon Trust, we received a letter from the City of Duluth regarding the Congdon Land Trust regarding the jurisdiction on the Scenic Route and where their jurisdiction end. The city states that their jurisdiction ends at 9616 Congdon Boulevard, eastward of that becomes jurisdiction of the Township and the County. The City noted that it owns some property within the Township, and we would treat that property in accordance with rules governing land owned by other municipalities within Townships.

New Business:

- Skating Rink: Ron Sundberg was interested in applying for a grant. Ron stated that they have already received a grant for \$30,000.00 however it was approximately \$85k to install the new boards. He noted that there is a DNR Grant that provides matching funds, but they require the Township to own the land for the grant. Ron inquired how he would request additional funds from the Town. Penelope informed Ron that he would need to have a budget and proposal for the Annual Meeting for the Electors to decide.

Correspondence

- Election Results for DNSSD
- Carlson Concrete
- Hanft Fride
- Gnesen Township Newsletter

approved 2/10/22

Calendar Events and Meeting Schedule

- Town Board meeting February 10, 2022, 6:30 p.m.
- Board of Audit February 10, 2022, 6:00 p.m.
- Budget meeting February 3, 2022, 6:30 p.m.

Rolf Carlson
Nicole A. Chellera

Adjournment Michael Kahl motioned to adjourn; Penelope seconded. The motion passed at 9:12 p.m.