

# Town of Duluth

Town Board Meeting May 12, 2022

Attendance: The regular meeting was called to order at 6:32 p.m. with the Pledge of Allegiance. Supervisors Tim Strom, Penelope Morton, and Rolf Carlson were present. Jim Ward arrived at 6:58 p.m. Absent Stacia Grayson. Clerk Nicole Chatterson, Deputy Clerk Hannah Jurek, and Treasurer Melinda Peulen.

Approve Minutes: Town Board Meeting April 14, 2022 minutes. Penelope moved to approve the minutes. Tim seconded. The motion passed unanimously.

Approve Agenda: The agenda was approved with the addition of ARPA after Town Hall and before Materials Management.

Finances: The Treasurer reported a beginning balance of \$694,230.15, with deposits of \$1,592.72, with expenses of \$23,795.62 and an ending balance of \$672,027.25. There was a discussion on TWP Capital Improvements, 2 police claims, and a spelling error on Claim 3203. The claims were reviewed for payment; The claims and the payroll net account distribution were approved. The payroll net-pay account distributions and the claims list for approval were signed.

Public Comment: No public comment.

## Department Reports

Police: The speed trailer was placed on Ryan by the School.

Fire: The department had grass fire training and they will be training in Two Harbors on electric vehicles. There was a discussion on the tree removal for the Town Hall property. Bob believes that this project can be completed in house and that most of the dead trees can be dropped and let lay for natural decomposition. Either Bob or Roger will complete the project. Nicole will inform Stacia on who is completing the project.

Planning and Zoning: Sue provided information regarding a motion she is recommending that the Board to review and possibly make.

- Motion: Tim moved that the Town of Duluth Zoning Ordinance Number 6, to the best of our knowledge, is consistent with and at a minimum is, as restrictive as the St. Louis County Zoning Ordinance Number 62 Amended October 1, 2016. It is also noted that there are instances where the Town's Zoning Ordinance is not comparable with that of St. Louis County but is consistent with the direction of the Town's Comprehensive Land Use Plan and the general intent of the St. Louis County Zoning Ordinance. Penelope seconded. The motion passed unanimously.

At the March commission meeting there was a workshop on how they work together within the Commission. There will be no public hearing in May. They have received two driveway permits and there have been a handful of other permits. Sue spoke with Vic Lund from the county regarding who goes first in the application process of driveway placement. They decided the applicant will apply with the County first, then the Township. Sue will coordinate with Jim regarding Township site entry permit for Town Roads and the new Driveway Land Use permit. They will work together to update the applications. The Stoney Point Platted subdivision has two lots on the west side that were in need of revetment work. The owners and the engineer of the project plan to meet with Sue to see the results of the process. The digital storage cloud has been purchased. We are using "Sync". Beth has set up the file structure. Tim and Jim spoke with one resident regarding the Olson Road. Jim put that resident in contact with a person from the state. Tim also spoke with a resident on the Schoenberg Road about extending that road. He referred the resident to work with Sue and Liz. Liz has not started the MS4 training however is planning on starting in June. Nicole will coordinate with Val to provide info for TMDL report for the annual MS4 reports.

Legal: Nothing to report

Roads: There was a report of illegally dumped garbage on the Old North Shore, Jim reported that to the County since that is a County road. Roads have been getting busier. Rodda has started working on our roads. The West Wildwood and Greenwood Roads have been completed, and the washout on West Clover Valley was fixed.

Rodda Rate Increase: Jim recommends that we accept the rate increase provided by Rodda. Penelope moved to accept the 2022 rate, Tim Seconded; *Discussion:* Rodda has been doing our roads for many years. We are in a two-year contract, and we are not legally obligated to accept this proposal. With fuel increasing it has been a struggle. Tim amended the original motion. *Amendment:* The Board is willing to spend up to 10% on the missing quotes. Anything more than that, they need to come back to the Board for approval. Rodda needs to come back to the Board with a fuel surcharge amount. Penelope seconded the amendment. The amended motion passed unanimously. The original motion passed unanimously.

Town Hall: Roger is willing to cut the deadfall in the back of the Town Hall. Nicole will work with Justin and Blaine to make sure that the Town is listed on the insurance. There have been a lot more inquiries on Hall Rental. All cameras are installed.

American Rescue Plan Act-ARPA: The first round of reporting has been completed. On the form it was decided to take the standard allowance which allows the Board to spend the funds within their power. The Board needs to decide how to spend the funds. There was a discussion on how they are going solicit ideas from the community on ways to spend the funds. Sue suggested an open house vs. public hearing since public hearings are more formal. Penelope believes that we should send a separate flyer announcing an open house and not just an article in the Newsletter. Tim will draft a flyer. Some idea for the ARPA funds is: Tweener vehicle for the Fire Department and a Commercial Kitchen.

Materials Management: Nothing to report

Cemetery: The lawn mowing contract for the cemetery and Fire Hall has been renewed. Memorial Day ceremony at Palmer Cemetery will be May 30, 2022 at 11 a.m.

Communications: The Facebook page presentation and discussion regarding if the Town wanted to launch a Facebook page as an additional method of communication to our community, was tabled to this meeting. *Motion:* After the presentation and discussion, Penelope moved to start a Facebook page for Duluth Township, Jim Seconded the motion. The motion passed unanimously.

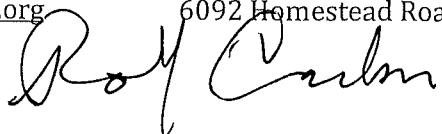
Personnel: Nicole will be on vacation from June 27-July 11. Mel will be off in August for the birth of their daughter, the Board congratulated them on their new addition to the family.

Old Business: No old business.

New Business:

- St. Louis County Association of Townships Annual meeting and Dinner: No supervisors committed to attend.
- MAT May 25<sup>th</sup> Town Law review Conference: Tim might attend.
- 2. Correspondence
  - Gnesen Township Newsletter
  - SCLAT Annual Meeting Notification.
- 3. Calendar Events and Meeting Schedule
  - SCLAT Annual Meeting/Dinner May 25, 2022, 6:00 p.m.-8:00 p.m.
  - Memorial Day Ceremony at Palmers Cemetery, May 30, 2022 11 a.m.
  - Town Board Meeting June 9, 2022 6:30 p.m.
  - Election Training for Admin (Clerk/Deputy) June 9, 2022 Office will be closed 10:00 a.m-4:30 p.m.

Adjournment: Penelope motioned to adjourn at 7:46 p.m. Jim seconded. The motion passed unanimously.

 6/9/22 