

# Town of Duluth

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Town Board Meeting February 10, 2022

Board of Audit: Supervisor conducted the Board of Audit with the Treasurer. They verified the claims they selected to be accurate and signed off on the documents they reviewed.

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

Approve Minutes: Penelope moved to approve the January 13, 2022, minutes. John seconded the motion. The motion passed unanimously.

Approve Agenda: The agenda was approved with some additions.

Nate Perkio with Metro Sales: Nate provided a short presentation and answered questions the Board had regarding the Ricoh IMC2500 Printer the Township is considering purchasing. Q: How many copies does it average? A: Approximately 1.5 million copies in a life of a printer. Q: What is the guarantee? A: Ricoh will guarantee the printer for 10 years from when it was produced or as long as they can get parts for it. Q: When was this model released? A: This model was released in 2019. Q: Do we have to pay for the toner out of pocket? A: The toner is included in the service contract.

Tim made a motion for Nicole and Rolf to make all necessary steps needed to purchase the IMC 2500 Ricoh Printer. Penelope seconded. The motion passed unanimously.

Farmers Market: Blane and Justin from the Farmers Market attended. They held a Farmers' Market in the summer season of 2021 on Tuesday. They discussed the possibly hosting the market on Wednesday night during the 2022 season. It was agreed that the Town would allow the Farmers Market again in the Town Hall Parking lot during the 2022 season, along the same lines as last year, but it was mutually agreed that the market would be held on Wednesdays instead of Tuesdays. The organizers will provide proof of insurance, with the Town named as an additional insured, like last year.

Finances: The Treasurer reported a beginning balance of \$757,219.15, with deposits of \$7,911.69, expenses of \$36,290.16, with an ending balance of \$728,840.68. The claims were reviewed and were approved for payment; the payroll net account distributions and claims list for approval were signed. The road aid came in and will reflect that next month.

Public Comment: Ron Sundberg from North Shore Community Rink followed up with the Boards instructions. Seeking clarification on making his presentation to the community members at the Annual Meeting.

## Department Reports

Police: The report was emailed.

Fire: After the budget meeting Bob reviewed what we should be charging Alden based on population and number of households. There are 441 fire numbers that remain to be picked up by residents at the Town Hall.

Planning and Zoning:

- Storm Water: MS4 report is Due June 2022
- Director's Report: The Planning Commission completed Zoning Ordinance 6.
  - The Board will meet on April 7, 2022, at 6:30 p.m. for a Special Meeting with Sue to discuss Planning and Zoning topics with the new Supervisors before the final Ordinance discussion on April 12, 2022.
  - The Town Board will have a special meeting on April 12, 2022, at 6:30 p.m. to discuss the final Zoning Ordinance 6.
  - Flood Plain ordinance: Sue wrote a resolution and sent it to Matt Johnson for review. The reason we may want a flood plain ordinance is to protect lives and property. This ordinance allows residents to enroll in national insurance programs. French, Knife, and Sucker Rivers, and the shore are considered the floodplain areas according to the map created in 1992. Tim and Sue will have a conversation and follow up on this topic later.

- Costal program: Liz contacted the Coastal Program to receive funds for MS4 training. Sue also contacted regarding funds for educational pamphlets

Legal: Minnesota Court of Appeals opinion on the Bille variance will be decided on February 14.

Roads: No calls on roads, everything looks good.

Town Hall:

- Absentee Ballot Board Resolution 02102022: Tim moves to approve Resolution 02102022 with the four, Julie Fogarty, Carolyn Marino, Melinda Peulen, and Barbrea Jackson, absentee ballot judges. Penelope seconded. The motion passed unanimously.
- Camera Systems: We will discuss this next month.
- Printer/scanner: The printer can be donated or hauled away by Metro.
- Generator Contract: Tim motions to move forward with the three-year service contract for \$998 for the generator at the Town hall. Allowing Nicole and Rolf to continue the process of completing the contract. Penelope seconded. The motion passed unanimously.
- Hall lights- There was a discussion regarding the lights on the exterior of the building and the reason they are on. Roger stated that he turned them on for a safety issue (FD access to Fire Hall), for residents getting water, and the security of the building. The board suggested to reach out to the Police Department for reference to the security. Also investigate the cost of a motion sensor light and potentially a dusk to dawn.
- Boundary Annexation Survey (BSA)- Rolf will fill out the survey.
- Pick inclement weather date for annual meeting: Tim motioned to have the inclement weather date March 22, 2022, 6:30 p.m. Michael seconded the motion. The motion passed unanimously.
- Board of Canvass: Penelope made a motion to have the Board of Canvass meeting before the regular Board meeting March 10, 2022, 6:00 p.m. Michael seconded. The motion passed unanimously.

American Rescue Plan: Nothing to report.

Materials Management: Carolyn is working on the grant for 2022.

Cemetery: Molly has been getting more questions about green burials.

Communications: Deadline for Newsletter is earlier than normal because of Annual Meeting.

Personnel: Nothing to report.

Old Business: Annual meeting, there was a discussion regarding the upcoming annual meeting.

New Business: Victor Lund from St. Louis County regarding the road project on Lismore and Ryan Roads: Tim moves to have a separate meeting regarding the Ryan and Shilhon road construction, Penelope seconded. The motion passed unanimously. Nicole will contact Victor Lund regarding who will notify the residents. Nicole will also coordinate with Victor for dates for a potential meeting.

Correspondence:

- St. Louis County Association of Townships
- Gnesen Township Newsletter
- MN Power Notice
- CDBG and HOME Program Requalification from St. Louis County

Calendar Events and Meeting Schedule

- Town Elections March 8, 2022, 7:00 a.m-8:00 p.m.
- Annual Meeting March 8, 2022, 8:15 p.m.
- Town Board meeting March 10, 2022, 6:30 p.m.
- Board of Canvass March 10, 2022, 6:00 p.m.
- Zoning 101 April 7, 2022, 6:30 p.m.
- Ordinance 6 Review April 12, 2022, 6:30 p.m.

Adjournment: Penelope motioned to adjourn at 8:33 p.m. Tim seconded. The motion passed unanimously.