

Town of Duluth

Town Board Meeting June 8, 2023

WLSSD Meeting: The Supervisors met at 5:13 p.m. and listened to a short presentation from Western Lake Superior Sanitary District (WLSSD). WLSSD held an event at the Duluth Town Hall's Recycling Center. They provided information regarding new items they will be accepting, like plastic films, and there was also electronics recycling available at this event.

Call to order: The regular meeting was called to order with the Pledge of Allegiance at 5:31 p.m. Supervisors Rolf Carlson, Penelope Morton, ArMand Nelson, and Stacia Grayson. Supervisor Jim Ward was absent. Treasurer Melinda Peulen, Planning Director Liz Strohmayer, Chief Mark Haselow, and Fire Chief Robert Engelson. Deputy Clerk Hannah Jurek, and Clerk Nicole Chatterson were also present.

Approve Minutes: Penelope moved to approve both minutes from the May 11, 2023, Board Meeting, and the ARPA Minutes from June 6, 2023. ArMand seconded the motion. The motion passed unanimously.

Approve Agenda: Penelope would like to add uncashed checks to financial. Brownfield sites to communications. ArMand moved to approve the agenda with those two changes. Stacia seconded. The motion carried.

Finances: Treasurers provided a report with a beginning balance of \$636,417.68, Deposits of \$8,094.38, Expenses of \$31,017.14 and an Ending Balance of \$613,494.92. Penelope asked what Metro Sales was. Penelope noted a typo on the Jamar claim. Nicole will make the appropriate adjustments. The payroll net pay account distributions and the claims list for approval were approved and signed. Uncashed checks: Mel will look more into the article in the Township Insider magazine.

Public Comment: Resident Travis Stolp discussed the lack of chloride on the North Bergquist Road along with some general maintenance that is needed. Supervisor Ward was not in attendance tonight. Clerk Nicole informed Mr. Stolp that we are waiting for our order for Chloride, and she will pass along his concern to the Roads Supervisor. Karen and Kalen Johnson: Residents of the Greenwood Road, have been noticing the increase in excess dog poo. The Newsletter will rerun an article about the poop fairy. Mr. and Mrs. Johnson are looking to have a potential ordinance in place to address this issue. Penelope will investigate potential signs encouraging people to pick up after their dog.

Department Reports

Police: The Clover Valley class of 63' will be hosting their reunion here at the Town Hall this August. They are intending to serve alcohol and reach out to our officers to ask if they would be willing to be the security officers at their event per the Town Hall Rental policy. Mark asked: "Would the Board like for the class of 63' to have one of our officers, a County Sheriff, or hire a private security officer. The Board said that the Police Department can take the hours for this event if they choose, if they do not want the additional work, they can pass it to the County Sheriff.

Fire: Chief Bob spoke with the city financier of Two Harbors. They said that the city will have to publicly post the truck sale but not post it on a bid site. This will be in the fall of 2024. Posting board plexiglass needs to be replaced at Fire Hall #1 on Ryan Road.

Motion: ArMand moved to spend up to two hundred dollars to replace the plexiglass at the fire hall on Ryan Road. Stacia seconded the motion. The motion passed unanimously.

Planning and Zoning: There have been a lot of permits received over the past month. During last month's commission meeting the commission postponed a hearing. This was due to the resident still not being in compliance with the storm water requirements. The commission discussed a definition for "cat tunnel" was defined to update the ordinance and will now a defined use. There have been some other updates that the commission have been working on and will present all the updates at one time for the Boards approval. Liz discussed the lack of applicants for the secretary position. Liz said that she is out of ideas and would like suggestions from the Board. ArMand suggested reaching out to neighboring townships to see if any of their staff would be interested in additional hours.

Legal: Penelope volunteered to attend the Town Law Meeting hosted by Minnesota Association of Townships next week. She sought approval from the Supervisors to have her hotel, meal, and other travel expenses reimbursed by the Town.

Motion: ArMand moved to approve the expenses for Penelope to attend the Town Law meeting in Burnsville. Stacia seconded. The motion carried. Penelope abstained.

Roads: Liz raised a question about the paving roads and if this is a possibility for some of the gravel roads the Township maintains. The Board stated that this would be very costly. Rodda will be out to grade some of the roads before the chloride is applied to the roads. Jim requested JBL to submit a bid for the work that is being scheduled on the Torgeson Road.

Motion: Penelope moved to accept JBL's bid for the Torgeson project. ArMand Seconded. The motion passed unanimously.

Town Hall: There was a discussion at the ARPA Fund meeting earlier this week regarding digitizing all the documents we have in storage. We received a flyer in the mail from Metro Sales advertising 'Document Services' where Metro Sales offers a service to digitize documents. Nicole will reach out to Metro Sales to get an estimate. Nicole noted that the MN Historical Society also offers historical document storage service. The Town received their annual State Demographic Center letter which tells the Township how many residents are living within our boundary. The estimated population as of April 1, 2022, is 2,076 residents with a household estimate of 806. The message center was installed for residents to post information.

American Rescue Plan Act (ARPA): The Board hosted a meeting on June 6, 2023, to discuss what projects they will spend the ARPA funds. ArMand had a discussion with former Supervisor Tim Strom about some questions the Board raised regarding changing their mind on what they would spend the funds on. Tim deferred ArMand to the MAT lawyers. ArMand will share with the Board once he receives further information. It was noted that most townships have placed into the category of revenue replacements.

Materials Management: The WLSSD event was held at the Town Hall this evening. We were informed that there is a program for abandoned waste that we can utilize if there is illegal dumping on Township Roads.

Cemetery: Memorial Day ceremony was held and there was a good turnout for this event. Norther Bedrock will be starting their work next week.

Communications: Penelope will write up an article for the newsletter informing residents of the grant opportunity if they feel their property is a brownfield site.

Personnel: First round of the new payroll was completed. Pay periods will run from the first of the month through the fifteenth and from the fifteenth to the first of the month.

Old Business: ArMand wrote an article for the newsletter regarding the open book process for the Local Board of Appeal and Equalization.

New Business: Rolf will reach out to Sue Lawson to see if she has a recommendation for moving forward with determining ownership of Stoney Point.

Correspondence

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| ○ MAT: Membership Cards | ○ Town Web |
| ○ MN WI Playgrounds | ○ Gnesen Township Newsletter |
| ○ Modern Pumping Today | ○ |
| ○ EZ Street Asphalt | ○ |

Calendar Events and Meeting Schedule

- July 4-5, 2023, Office Closed
- July 13, 2023, 6:30 p.m. Town Board Meeting
- August 10, 2023, 6:30 p.m. Town Board Meeting
- September 14, 2023, 6:30 p.m. Town Board Meeting

Adjournment: Penelope moved to adjourn the meeting at 6:59 p.m. Stacia second. The motion passed unanimously.