

Town of Duluth

Town Board Meeting April 13, 2023

Interview: Nathan Nesgoda was interviewed for the Planning Commission at 6:27 p.m.

Call to order: The regular meeting was called to order with the Pledge of Allegiance at 6:41 p.m. Supervisors ArMand Nelson, Chair Rolf Carlson, Penelope Morton, Jim Ward, and Stacia Grayson were present. Fire Chief Bob Engelson, and Police Chief Mark Haselow were present. Treasurer Melinda Peulen, Planning Director Liz Strohmayer, Deputy Clerk Hannah Jurek, and Clerk Nicole Chatterson were also present. There were six community members in the audience.

Approve Minutes: Jim moved to approve both minutes, March Board Meeting and Board of Canvass, as written. Stacia Seconded. The motion passed unanimously. ArMand Nelson abstained.

Approve Agenda: The agenda was approved as written.

Treasurers Report: Treasurers provided a report with a beginning balance of \$859,625.07 with deposits of \$2,037.71, Expenses of \$169,024.28 and an ending balance of \$692,638.50. A question was raised considering the banks collapsing. Should we investigate having our funds in more than one bank since the FDIC only covers up to \$250,000.00. ArMand asked a question regarding the MATIT claim and if this was accurate. It was confirmed that it was the appropriate fee for the insurance. He also asked what SCLAT was abbreviated for St. Louis Count Association of Townships. At the spring short courses hosted by Minnesota Association of Townships (MAT), Minnesota's wage theft law was discussed. We will have to rework our payroll to comply with the law. Mel had a discussion with Mr. Witty regarding the Community Rink and the funds that were distributed. Mr. Witty discussed three areas that may apply to these situations. 1. Statutory limitations, 2. prohibition of donations, or 3. application of the MN Contract Law. Of the three areas, only one may apply. Mel stated that moving forward, any claim over \$10,000.00, we will need to take a step back, evaluate, and come back next month for review. We also might want to write a resolution to address the escrow account. The payroll net pay account distributions and the claims list for approval were approved and signed.

Public Comment: Tim Strom asked what is the Boards policy on who can call the town attorney? Tim recommends that the Board create a policy.

Program of Work: Penelope moved to approve the program of work. ArMand seconded the motion. The motion passed unanimously.

Board Chair/Vice Chair: Chair Rolf Carlson; Vice Chair Penelope Morton

Business Management (Banking, Insurance, Financial): Primary Penelope Morton; Alternate ArMand Nelson

Cemetery: Primary Rolf Carlson; Alternate Stacia Grayson

Arts & Heritage work group: Primary Stacia Grayson; Alternate Jim Ward

Communications (Newsletter, internet, Social Networking, Phone services, Web services): Primary Penelope Morton; Alternate Stacia Grayson

Materials Management: Primary Stacia Grayson; Alternate ArMand Nelson

Intergovernmental Relations (Duluth Area Townships, St. Louis County Area Townships): The Entire Board of Supervisors 2023

North Shore Management Board: Primary Penelope Morton; Alternate Jim Ward

Personnel: Primary Rolf Carlson ; Alternate Penelope Morton

Planning: Primary ArMand Nelson; Alternate Stacia Grayson

Public Safety (Police, Fire, Emergency Management): Primary Jim Ward; Alternate ArMand Nelson

CC Liaison/NSCS Foundation Board: Primary Penelope Morton; Alternate The entire Board of Supervisors

Roads/Invasive Weeds: Primary Jim Ward; Alternate ArMand Nelson

Town Hall: Primary Stacia Grayson; Alternate Rolf Carlson

Department Reports

Police: Quiet on the Police front. There is an auction on Spruce Court at the end of the month. There is anticipated to be traffic congestion. The Police Department will be present to make sure that no roads are block.

Fire: The truck will be picked up next week. Bob reminded the Board that when the safe harbor was installed there was a dry hydrant installed for the Fire Departments use, especially in the winter. Bob asked who is responsible for plowing this area. DNR, County, State? Jim will reach out to the DNR to seek clarification.

Planning and Zoning: There will be a variance hearing this month for a pole barn on Homestead Road. Liz sent out letters to short term rentals, AirBnb/VRBBO's, that do not have permitting through the Townships. There were 8 letters sent out to homeowners who were in violation of the ordinance. The Commission pushed to have this completed. Liz will be requesting the Commissions help with reviewing and updating the storm water management plan for the Township. There is a new erosion map published by NSMB and UMD students. Funded by a grant from Lake and Cook County. Liz raised a concern that there has been significant work along North Shore Drive that would require a permit, she will investigate. Planning Assistant Position, we did receive an applicant. However, Liz and Beth do not feel this applicant would not be a good fit for this position. Liz recommends that we re-word the advertisement and send it to Penelope and Rolf for approval.

Legal: Nothing to report.

Roads: There is a lot of mud and water. There was a washout on the Alseth. The County will be out tomorrow to steam the culvert and the road has been repaired.

Road Bids: We received a total of four bids. The Board will meet Tuesday April 25, at 6:30 p.m. to award the Road's Contract for 2023.

Town Hall: Pressure tank was installed. There was an issue with ants. Roger and Phil addressed this.

ARPA- American Rescue Plan Act: SLFRF Reporting Due April 30, 2023, Stacia will take over for previous Supervisor Tim Strom, and sign off on the report.

Materials Management: Been busy, we are still waiting on the larger canisters.

Cemetery: Molly got the contract from Northern Bedrock. They will be coming to work on the Cemetery this June.

Communications: At the MAT Short Courses. There was a discussion regarding social media. Hannah will make sure that the comment ability is addressed.

Personnel: Penelope feels that we should have some sort of personnel policy. Rolf and Penelope will investigate this. Hire Planning Commissioner: Penelope moved to appoint Nathan Nesgoda to the Planning Commission. Jim seconded. The Motion passed unanimously.

Old Business: Torgeson Road, Nathan and Jim met with JBL for a second bid. Project scope; widening the road to 15 with 30x70 turnaround ditching, and culverts. Jim will reach out to Warren Peterson to see if he would be interested in placing a bid.

Sucker River Property: The DNR will be doing an aquatic management area. There is a 9-acer parcel that the Township could purchase for the use of a park. The Town would be limited to the 200-foot setback which limits the location within the parcel. Liz would go to the commission for a definition of a park and what would be limited. If the Board is interested in this parcel, she would create a map on where something could build. The Board decided to let the DNR manage the entire area and will not move forward with the purchase of the nine acers.

New Business: No new business.

Correspondence

- Gnesen Township Newsletter
- Enbridge Flyer
- CLP Powerlines
- CLP Annual Report
- MPT Magazine
- Tree Top Products
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Calendar Events and Meeting Schedule

- April 18, 2023, 4:00-5:00 p.m. Local Board of Appeal and Equalization
- April 25, 2023, 6:30 p.m. Meeting for Road Bids
- May 11, 2023, 6:30 p.m. Town Board Meeting
- June 8, 2023, 6:30 p.m. Town Board Meeting

Adjournment: Penelope moved to adjourn at 8:21 p.m. ArMand seconded

Supervisor Terms

Rolf Carlson	2023-2026
ArMand Nelson	2023-2026
Penelope Morton	2021-2024
Stacia Grayson	2022-2025
Jim Ward	2022-2025

Board of Appeals Terms

7/1/2023 (Renew by July)
7/1/2027
7/1/2026
7/1/2026
None

**Informational purpose only!
Program of Work 2022**

P= Primary; A= Alternate

	Rolf Carlson	Jim Ward	Stacia Grayson	Tim Strom	Penelope Morton
Board Chair (P)/ Vice Chair (A)	P				A
Business Management				A	P
Cemetery	P		A		
Arts and Heritage Work Group		A		P	
Communication			A		P
Material Management			P	A	
Intergovernmental Relations	A	A	A	A	A
North Shore Management Board			A		P
Personnel	P				A
Planning	A			P	
Public Safety		P	A		
CC Liaison/NSCS Foundation	A	A	A	A	P
Roads/Invasive Weeds		P		A	
Town Hall			P	A	

