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**Lutsen Township Board Meeting Minutes
September 19, 2023
Lutsen Town Hall**

Present: Sharon Hexum-Platzer, Ashely VanDoren, Carl Friesner, Samantha Mcquatters-Spangle, Lolli Cooper, Chris Homyak, Matt Kartes, Steve Duclos

Call to Order: Meeting called to order by Chairperson, C Friesner at 7:00 pm.

Pledge of Allegiance: Flag was presented for the pledge of allegiance.

Approval of Agenda: C Homyak made a motion to approve agenda, C Friesner seconded. Motion passed.

Approval of June Meeting Minutes: C Friesner made a motion to accept August meeting minutes, C Homyak seconded. Motion passed.

Commissioner's Report:(Ginny Storlie) Not in attendance

Clerk's Report: S. Mcquatters-Spangle **Deputy Clerk: S. Hexum-Platzer**

- A. Correspondence: GameTime is launching the 2023 Community Champions Grant. Beginning August 1; forwarded to supervisors. Investigative report on Youtube: Public misled re: \$834,197 theft from MATIT; forwarded to supervisors. Invitation for Digital Opportunity Listening Sessions; forwarded to supervisors. MAT District 10 Meeting reminder; forwarded to superiors. The Fire Relief Association Working Group met on August 16 to continue its review of pending legislative proposals. NE MN HOME Consortium Public Meeting Friday, September 22, 2023, from 10:00 AM- 12:00 PM in Virginia MN. Minnesota Office of Broadband Development seeks public comments on state's Digital Opportunity Program plan draft; forwarded to supervisors. Fuels Reduction to Begin Around Lake Vermilio from Forest Service. Midwest Climate Resilience Conference will be held in Duluth this year, October 25 – 27. Redirected building permit question to planning and zoning. Half-Staff Alert September 8-9. Superior National Forest managers urge visitors to be Bear-Aware in Gunflint/ Grand Marais area. Updated requirement for prevailing wage reporting. Formation of a local Substance Use Prevention Coalition by Cook County Public Health. 1st Annual Age-Friendly MN Conference Friday, September 29th in Chisholm at the Minnesota Discovery Center. MAT Asset Forfeiture Report release and listening session on Thursday, September 28 at 1:00 pm. TIF Division is hosting a live webinar will be held on Wednesday, September 27 from 9:00 to 11:00 am.
- B. Sharon talked with personnel about playground grant
- C. Updated community yoga schedule for townhall
- D. Cartway correspondence; 40 days for appeal ends on September 25, 2023
- E. Submitted approved letters of support
- F. Regular, Cartway, Continued annual meeting minutes
- G. Township hall tour for rental
- H. Voided check #173612 due to printer jam

Treasurer's Report: A VanDoren:

Balances as of August 31, 2023. NSFCU Business checking account is \$284,689.61. General Building fund is \$35,714.26. At Grand Marais State Bank Operating General Fund Money Market is \$50,282.09; GMSB Checking is \$50,000; Fire/EMS Truck Fund \$218,470.39; Total Funds– \$639,156.35; YTD Receipts \$190,969.00; YTD Disbursements \$231,313.93; General Town Budget \$32,900.00; Fire District Budget \$179,645.00; 2022 General Town Levy: \$25,000 and Fire District Levy \$140,000: Approved 2023 total tax Levy is 165,000.00.

C Friesner made a motion to accept the treasurer's report. L Cooper seconded. Motion passed

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Review and Approval of Claims:

- Clerk S. Mcquatters-Spangle provided the invoiced August Claims. Details; 13 claims for a total of \$6,035.50 This included \$2,339.00 for township attorney for cartway procedures using security deposit of petitioners. \$2,000 for tree and brush removal at the townhall and ball field area
L Cooper made a motion to approve claims, C Homyak seconded. Motion passed.
- Clerk provided September payroll Claims for a total of \$8,201.75 including fire and EMS crew payments for 3rd quarter. **C Homyak made a motion to approved payroll. C Friesner seconded. Motion passed**
- Cash Control Statement for September was reviewed and compared to the Treasurer's Information and matched. Supervisors signed a document which is on file.
- Claims approval and Payroll distributions were signed by Supervisors; copies are on file in the town office.

Fire Chief's Report: Paul Geottl:(Steve Duclos presented in his stead)

- 2 fire calls for the month of September
 - A small wildland fire near the Massie farm most likely caused by lightning smoldering over a few days
 - A car fire on a parked vehicle
- Training included drafting and pumping waster with the new wildland pump on the rescue truck
- Cleaning and organizing the hall in preparation for pancake breakfast
- Annual pancake breakfast; the event was a huge success! (Sorry receipt unavailable to be given out)
- New Fire Fighter on staff; Wyatt Jeffers joined the crew this last month bringing with him a lot of new energy and curiosity.

EMS Chief's Report: Matt Kartes

- 8 total EMS calls for the month of September including assisted fire calls
- Starting review on the SOG standard operating guide to be reviewed by supervisors

Supervisors Report:

C Friesner:

- Attended pancake breakfast to support fire relief
- Coordinated Fall community celebration with Danielle Fortin (Great job!)
- Reviewed concession stand rental agreement written by Sharon Hexum-Platzer

L Cooper:

- WTIP reporting on Lutsen Township

C Homyak:

- Attended pancake breakfast to support fire relief
- Attended Gitchi Gami trail meeting
 - Plans include placing remaining bridge on trail and observing a full frost and melt cycle on trail prior to placing asphalt due to concern of bank stability and bridge footing.

Old Business:

- Storage shed to continue build: Building process completed; Deputy Clerk drafted rental policy for concession stand. **C Friesner made a motion to accept the proposed rental agreement, L Cooper seconded. Motin passed.**
- EMS truck insurance claim awaiting assessor and rental truck availabilities; **waiting for rental truck availability.**
- Skinner, Larson cartway; **Appeal waiting period will close on September 25th, 2023.**
- New locks and keys for Township building- **Arrowhead locksmith will be contacted**
- Consideration to make Lutsen township suitable for emergency shelter; generator. **Clerk will email district 10 commissioner to consider another audience with board of commissioners.**

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- Request to review the failing electric mat heating in the fire hall garage during budget meeting and different types of heating. **Fire chief Geottl will review other types of heat available**
- Discussion of CD investments with funds exceeding insurance cap from bank. **Research and review of possible investments will be presented to board for review.**
- Community Celebration planning; **October 14th, 2023 from 1-4pm a potluck, costume community celebration will be held at Lutsen townhall.**

New Business:

- A. Letter of support for liquor sales for Superior National Golf Course;
- Letter of support for liquor sales for Northern Lights Entertainment, dba Papa Charlie's
- Letter of support for liquor sales for Lutsen Mountains Corporation, dba Summit Chalet
- Letter of support for liquor sales for Lutsen Mountains Corporation, dba Charlet Bar/Rosies Café
- Letter of support for liquor sales for of North Shore Resort Company Db a Lutsen Resort

C Friesner motioned to approved requested letters of support for liquor license, L Cooper seconded. Motion passed.

- Playground Grant; Due to the short amount of time for submission and payment this grant will be reviewed for next year's application date.
- Papa fire payment disbursements; **C Friesner made a motion to approve fire disbursement claims, L Cooper seconded. Motion passed.**
- Youth Soccer; Andrea B. presented her availability to help coach a west end youth soccer if the correct procedures are put into place such as scheduling and help branching from other nearby soccer programs such as the one at Grand Marais community ed.

Donations:

Citizen Comments:

Adjournment: C Friesner made a motion to adjourn; seconded by C Homyak. Motion passed and meeting was adjourned at 8:07 pm

Respectfully Submitted, Samantha Mcquatters-Spangle; Clerk Carl Friesner; Chairperson