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Lutsen Township Board Meeting Minutes
June 20, 2023
Lutsen Town Hall

Present: Sharon Hexum-Platzer, Ashely VanDoren, Paul Goettl, Carl Friesner, Samantha Mcquatters-Spangle, Lolli Cooper, Chris Homyak, Ginny Storlie, Matt Kartes, Henry Walsh

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. Friesner made a motion to approve agenda, L. Cooper seconded. Motion passed.

Approval of March Meeting Minutes: L. Cooper made a motion to accept May meeting minutes, C Homyak seconded. Motion passed.

Approval of LBAE meeting minutes: L. Cooper made a motion to accept LBAE meeting minutes, C. Homyak seconded. Motion passed. Minutes were signed by chair person and clerk.

Commissioner's Report:(Ginny Storlie)

- Capital improvement county-based meeting included discussion of application for an 8.7-million-dollar grant
- Board of Appeal began as scheduled at 5pm May 16.
- North shore city drive council reviewed Minnesota state parks; Lutsen assessment of Grandview Park was poor stated as access to restrooms inaccessible and poor road conditions; it was discussed to fill washed out access near the turn off for park road.
- Judge Cuzzo announced retirement in October at the cook county courthouse. During latest walkthrough of courthouse, he advised concern about safety and security and privacy; noise concerns.
- Tim Nelson presented regional solid waste planning initiative and plans to review solid waste disposal and recycling. Discussion of development of regional recycling facility in Finland MN.
- Cemetery access issues were presented to commissioner Ginny during construction of the Gitchi-Gami bike trail.
- Request of maintenance or removal of shrubbery near front door of Lutsen townhall and new floral.

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

- A. Correspondence: 1 phone call for land services, 2 calls forwarded for file chief; The 2022 TIF Annual Forms are now available. Talked to Mr. Keyport about needed supplies for an emergency shelter. Northland Connection Economic Development Research Program information. Townhall calendar renewed on the date of last month's meeting. Citizens request on how to change address. Gitchi Gami group requesting use of townhall. Minnesota Regional Housing Forums. Notice of Second Public Comment Period: HOME ARP Draft Allocation Plan; forwarded to supervisors. MAT Town Law Review - June 14; forwarded to supervisors. Ordered toilet paper. Special Assessment Search Request; forwarded to land assessment. Lutsen 99er requesting use of chairs and tables- responded that metal chairs could be used and tables in town hall to be returned by 10:00 Sunday for service; phone call re-wedding in July and town's requirements-responded that none were needed; phone call re lost glasses – returned call that none were found; call for Fire Chief to call -gave P Goettl the message; M Messenian called re any fires at the property- gave message to P Goettl; phone call re an illness renters had at a property and wanted township to be aware since resort did not seem concerned—responded that township does not deal with the issue [no resort was named]
- B. LBAE meeting minutes
- C. Quorum for cartway posted
- D. Letter of support created for Superior hiking trail
- E. Deputy Clerk S Hexum-Platzer submitted 2022 CTAS to State Auditor
- F. Deputy Clerk met with MATIT photographer for town/fire & Park buildings assessment for appropriate insurance amounts

Treasurer's Report: A VanDoren:

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Balances as of May 31, 2023. NSFCU Business checking account is \$278,490.33. General Building fund is \$35,705.27. At Grand Marais State Bank Operating General Fund Money Market is \$50,275.75; GMSB Checking is \$50,000; Fire/EMS Truck Fund \$218,442.86; Total Funds– \$632,914.21; YTD Receipts \$78,565.93; YTD Disbursements \$125,875.66; 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. Homyak made a motion to accept the treasurer's report. C Frienser seconded. Motion passed

Review and Approval of Claims:

- Clerk S. Mcquatters-Spangle provided the invoiced June Claims. Details; 15 claims for a total of \$8,377.04 This included \$1,500 to Minnesota public safety for fire training. \$1,490.00 for contracted construction services to complete onsite shed and gazebo-Thank you Scott Platzer the buildings look amazing! C. Friesner made a motion to approve claims, L Cooper seconded. Motion passed.
- Clerk provided June payroll Claims for a total of \$7,586. L Cooper made a motion to approved payroll. C Friesner seconded. Motion passed
- Cash Control Statement for June 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:

- 7 fire calls for the month of June
- Training consisted of vehicle extraction
- Wildland fire training and Air pack review
- Up take in VRBO fire check calls
- Fire truck pump tested

EMS Chief's Report: Matt Kartes(not in attendance)

- 7 total EMS calls for the month of June including assisted fire calls
- Training consisted of summer gear and rescue basket review
- Wilderness package prep
- Prepping for Lutsen 99er aid station; rescue truck will be onsite and EMS truck at the finish line
- Assisted rope rescue

Supervisors Report:

C Friesner:

- Requested help from Scott Platzer to finish build of storage/concession shed and gazebo
- Attended LBAE meeting
- Will work with Kartes to re-aggregate the ball field surface
- Worked with Sharon Platzer to review and order supplies and placement for security cameras; historical marker

L Cooper:

- WTIP reporting on Lutsen Township
- Attended LBAE meeting

C Homyak:

- Requested review of no littering signage at Grandview Park as this has started to become an issue
- requested replacement of shingles of ball park outhouse building and reviewed landscaping around newly constructed shed to allow vehicle access to garage door.
- Attended LBAE meeting
- Reviewed grant coverage for sundew technical lorak system

Old Business:

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- **Storage shed to continue build:** Discussion of installation of counter for concession stand within shed; prices and varieties to be reviewed. Request to finish interior of storage shed. Peak electric to finish wiring. **Sharon will contact local construction crews for estimate on fill to level access to shed garage door**
- EMS truck insurance claim awaiting assessor and rental truck availabilities; **waiting for contact from MATIT insurance on updates and available rental truck.**
- Skinner, Larson cartway; **appraisers work currently in progress; review meeting scheduled.**
- New locks and keys for Township building- **Arrowhead locksmith will be contacted**
- Culture and tourism grant: Security cameras were discussed in places to protect current builds and the main townhall building. Supervisors discussed placement, types of cameras and types of systems. Supervisor Homyak suggested using power over ethernet cameras with motion detection capabilities. **Sharon Hexum-Platzer will compose a detailed description of camera types and systems together for supervisors to review.**
- Consideration to make Lutsen township suitable for emergency shelter; generator. Henry Walsh detailed different types of senecios and necessities of generators and suggested an action plan of installation of propane tank and estimate of prices. Sharon Hexum-Platzer suggested requestion funds from Cook County ARPA funds for west end emergency to support the community in times of need. Sharon Hexum-Platzer will draft a letter of request to be reviewed by the town board.
- IRRRB grant update: Paul Nordland agreed to help in construction and design of historical marker placement with an estimate of completion at 2 weeks; labor will be donated, Thank you!
Brushing around ball field will be completed within the grand timeframe.
- Lutsen trailbreakers: **Waiting to hear from grants in June and July for progression**
- Possibilities of Charging insurance for fire calls; Fire Chief Geottl and town clerk researched from multiple other townships, Minnesota Association of Townships and state statutes to compile a fire charging policy charging insurance company with the main focus being bringing the town levy down. **Sharon Hexum-Platzer wrote out resolution based on the drafted policy. The resolution was signed and filed by chair person and clerk and will take immediate effect.**
The policy will charge insurance
\$200 per false alarm calls after the first initial three
\$250 per motor vehicle accident (not requiring extrication)
\$500 per motor vehicle accident requiring use of extrication equipment
\$500 per structure fire
The complete policy is on file in the town office

New Business:

- Request to review failing electric mat heating in the fire hall garage during budget meeting and different types of heating.
- Discussion of CD investments with funds exceeding insurance cap from bank. **Research and review of possible investments will presented to board to review.**

Donations: N/A

Citizen Comments:

Adjournment: C Friesner made a motion to adjourn; seconded by C. Homyak. Motion passed and meeting was adjourned at 8:28 pm

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