

Approved

Lutsen Township Board Meeting Minutes
September 21, 2021
Lutsen Town Hall

Present: Chris Homyak, Sharon Hexum-Platzer, Lollie Cooper, Ashley VanDoren, Ginny Storlie, Carl Friesner, Matt Kartes, Samantha McQuatters-Spangle, Paul Goettl, Rachael Schauer

Action items underlined

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 the motion to approve the agenda with addition and C Homyak seconded. Motion passed.

Approval of Monthly Meeting Minutes: C Friesner made the motion to approve August regular board minutes. C Homyak seconded. Motion passed..

Commissioner's Report (Ginny Storlie): Was in attendance since her other meeting was cancelled.

- County ARPA funds will be over 1 million dollars and the first amount of \$530,000 has been received. Commissioners and Auditor Powers are discussing use of funds: broadband for those not able to afford, covering negative impact on households and businesses, and essential worker pay/other needs, low economic needs, etc
- Linda Jurek of Visit Cook County request renewal of the 1% lodging tax. Passed
- 2022 Budget proposed includes discussion of levy funds, PILT funding issue, Highway and Public Health and Human Health services which both require the largest budget amounts, insurance costs, \$125,000 for a director for the housing authority, union contracts for a 2.5% cost of living increase led to a decision to increase the levy to 4.5%,
- Storlie attended the Gitch Gami Trail meeting. DNR Oliver Lieu said the trail is now planned to go to Arrowhead. Storlie asked for feedback for information to share. She contends that taking the trail to Clearview is important but not further since there will be issues with other vehicles on it. [atvs, trucks, cars]Feedback included that ending the trail at Arrowhead means users would then go to highway on a curve and accidents are going to happen; also GGT president Pearson said this trail is a multi-use trail so why can't the trail be marked to separate bike users from other users; at the 3 trail planning meetings, residents requested that this trail go to Caribou Trail not just stop at Clearview. Additional monies were requested of MN Legislature for this continued trail. Since the old highway road bed will not require as much work, funding should be possible.
- Storlie added that a bonding tour is scheduled. She could share the issues of funding for this extension of the trail

Report: S Hexum-Platzer

- Correspondence: Planning Commission virtual meeting info shared with residents who have had issue with residents with Cascade Vacation rental not following LBDA standards; MAT virtual conference Sept 9-11 – forwarded reminder to town board; Minnesota Housing eNews re senior housing – sent to C Homyak; MAT email request for L Cooper address – address changed in CTAS; Northspan Seeks Board of Directors Applicants with Friday Sept 10 app deadline this was forwarded to town board; Visit Cook County survey of attendance at Fall gala – forwarded to supervisors for responses; Lake Superior Coastal Erosion Local Government Zoom Workshop – forward info to supervisors to use registration link [Sept 28 6-8pm]; Memorial request to do apple tree planting at Grandview email response; repeated invoices [supposedly paid] from Norton – contact Norton with false charges and phishing? Public Comment for Affordable Housing link – sent to interested parties and Board since deadline is Sept 14 before meeting and posted on bulletin board page of website; Care Partners want Volunteers – flyer on file; Labor law poster service – posted on bulletin board; COVID-19, our primary source is <https://www.health.state.mn.us/diseases/coronavirus/index.html> -check the trends against Mayo Clinic as an additional key source <https://www.mayoclinic.org/coronavirus-covid-19/map>. ; MN Housing new site connection – sent to C Homyak and copied for correspondence; ABC's of Fire sent to Fire and EMS copied to C Friesner since flyers could be passed out at pancake breakfast which is before regular meeting; Info from MSA Kate Eynck re Gitchi Gami State Trail – Lutsen Phase II Segment – see new business
- Shared clerk duties with S McQuatters- Spangle and started deputy clerk side-by-side training

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- VISA card paid invoice but we received no such invoice – dispute made; card replaced. husClerk asked P Goettl to check his Microsoft account to see if invoice for township computer is listed and to change account to Lutsen Treasurer also noted that he check and/or change email address. Both are to have appropriate invoices for payments.
- Scanned ARPA documents to be sent as needed – no request as yet but will no doubt occur when account reports are made.

Treasurer's Report: A VanDoren.

- Balances as of August 31, 2021. Business checking account is \$307,867.11 Building fund is \$35,642.92, Operating General Fund Money Market \$75,259.84, Fire/EMS Truck Fund, \$168,384.19. **Total funds-- \$587,154.06.** YTD Receipts \$205,703.73 which includes the first half of ARPA funds and PILT [payment in lieu of taxes]. YTD Disbursements \$117,580.32. 2021 General Town Budget \$32,350; 2021 Fire District Budget \$190,000. Approved **2021 total Tax Levy** is \$222,350.00.
C Friesner made motion to accept the Treasurer's Report as presented. L Cooper seconded. Motion passed
- Treasurer VanDoren provided specific data on monies received and expenditures for August which shows expenditure amounts compared to the budget.
- Treasurer report copies are available in town office for review.

Review and Approval of Claims:

- Clerk Hexum-Platzer provided the invoiced August claims. Current Details: 16 claims for total of \$35,641.99 which includes payment for parking lot restoration and check to GMSB to reduce amount in NSFCU checking. C Friesner made a motion to approve the claims as presented. L Cooper seconded. Motion passed.
- Clerk provided 3rd quarter and regular payroll claims for total \$6,816.25. L Cooper made a motion to accept payroll claims as presented. C Homyak seconded. Motion passed.
- Cash Control Statement for August was reviewed and compared to Treasurer's copy. Supervisors signed document which is on file.
- Clerk Hexum-Platzer noted that check # 16704 is voided due to overprinting when checks miscounted and left in printer.
- Claims approval and Payroll distribution signed by Supervisors; copies are on file in the town office.

Fire Chief's Report: Chief Paul Goettl sent info to M Kartes who shared:

- Fire calls included smoke alarm, an car accident, and a power pole explosion. 30 calls to date. 21 is average. More people around this year is causing the increase.
- Training included truck driving and wild land fire training.
- Tied to the pump failed at the Greenwood
- 2016 Tinder truck electronics which connect to the pump failed at the Greenwood fire. Cummins Trucking immediately came to fix the truck with help from B VanDoren.
- Fitness testing took place. Members wore SCVA gear and EKGs and lung capacity were checked. Results coming in soon will indicate if fire fighter will be allowed to wear SCVA until testing levels indicate this.
- Lutsen Fire Dept sent equipment and fire personnel to Greenwood Lake forest fire. USFS will pay \$8453 to Lutsen for 3 days of equipment and support. Lutsen also sent personnel with GM, Tofte, and Schroeder to fill their trucks as well. Goettl suggested that Lutsen fire fighters be paid \$20 per hour for the 191 hours contributed. A president set with the Ham Lake fire was discussed. L Cooper made a motion to pay Greenwood fire fighters \$20 per hour. C Friesner seconded. Motion passed. Goettl will provide Clerk with names and hours which will be processed for next month.
- When asked for details to share on WTIP, Chief Goettl shared the pancake breakfast raises funds for the fire relief association –not the fire or EMS departments. Funds are used to support fire fighters, bereavement, scholarships. Since several people were awed with what Lutsen Fire & EMS have and our building and believe that these were/are paid for by taxes only, Chief Goettl asked Treasurer and Clerk to provide list of past money sources the departments. In addition several attendees donated more than the \$10 per plate to show their support. for 00 to 400 usually attend and there is no way to count since there is no ticket count. This year additional batter mix had to be purchased.

EMS Chief's Report: Chief Matt Kartes –

- 16 calls this quarter and an additional 3 since report Thursday, Sept 16. There is a steady climb in calls.

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- Responders are completing refreshers so there will be an increase in costs to EMS budget and reflected after October.
- Purchase of new batteries for pagers and need for ARMER radios is still to come. In addition a new apparatus for choking incidents will be made. He shared details on how the device works.
- Chief Kartes agreed that having where monies come from to support the department would be good.
- He added that we need a cleanup plan for large events. Currently the clerk takes home the laundry and returns it clean. Clerk asked that fire/ems change out the two tables that are older and must belong to the depts..

Supervisor Reports:

C Friesner:

- Attended Pancake Breakfast and complimented Fire Relief Association for excellent service and food.
- Will contact KTM since part of the parking lot was not repaired as needed.
- Reported that storage building pad will be done soon and asked Fire chief Goettl and EMS chief Kartes about entry skirts about need for repair which could be done by Mal Haugen team when shed pad is poured. No urgent need at this time.

L Cooper:

- Did the WTIP township news. Asked for details of Pancake Breakfast to share for this month's report.
- No other business to report

C Homyak:

- Attended housing meeting and reported that applications for HRA board is closed. This group will continue to share concerns from business owners and concerned residents.
- Will contact MATIT insurance with questions after review of current holdings

Old Business:

- **Storage building shed update:** C Friesner said building will be placed on ball field to be stained then moved to building site.
- **Repaving parking lot:** See Friesner report
- **Staining Park pump house and painting EMS bay doors:** S Duclos said he would get it done before Pancake Breakfast but will now be done soon.
- **America Rescue Plan funding:** Clerk shared 4 requirements for any monies to be spent; Clerk then recommended the extra pay for park maintenance during COVID shutdown since of excessive use and garbage be made to M McCoy. She also suggested additional technology for hall: phone and microphone connect on North wall and to order needed ARMER radios. P Goettl recommended screen and projector for better viewing from the back of the hall. Goettl will research that cost and ARMER radio costs for next month's consideration. When asked she noted that a report to Federal government is required each year through the duration until Dec 2024 when spending must be completed. After discussion, L Cooper made a motion to find ARMER radio costs, technology for AV package -- camera, projector, screen, and decent audio. C Friesner seconded. Motion passed. P Goettl will do research on these items to present at October meeting. C Friesner made a motion to pay maintenance Mike McCoy \$13 for previous Park maintenance hours as allowed by ARPA funding [extra work required due to use of the Park during shutdown]. L Cooper seconded. Clerk will find hours done during shut down and prepare the extra check.
- **Insurance:** see C Homyak report.
- **Memorial request for planting of apple tree.** Clerk Hexum-Platzer replied to C Dahl email and provided Supervisor Friesner email and phone number for their placement of the tree. He received no request.

New Business:

- **Liquor License Renewals:** Odyssey Resort requesting letter of liquor license renewal support for Moguls Grille & Tap Room, Lutsen Liquor Store, and Northern Lights Entertainment dba Pap Charlie's, Lutsen Mountain Corp. dba Summit Chalet and Rosie's cafe requesting letters of license renewal support. C Homyak made a motion to send letters of support for these requests. L Cooper seconded. Motion passed. Clerk Hexum-Platzer will create and send letters to County and those businesses.
- **R Schauer --True Earth Yoga requested use of town hall for yoga classes and cost to rent:** After discussion and support of wellness opportunities for residents, L Cooper made a motion to set the fee at \$5 rental per session. C Friesner seconded. Motion passed. Schauer will send hall rental request so Clerk can place the sessions [Tuesday evenings and Wednesday mornings] on the town calendar.

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- **Fall Community Celebration:** Discussion included cancelling due to Covid. Further discussion included using the Park for an outside event to include costumes, prizes, piñata, hot beverage and brats & dogs. Event to be Halloween Day, Oct 31 a Sunday at 1 p.m. More info to follow from Supervisor Homyak who is in charge.
- **Gitchi Gami State Trail – Lutsen Phase II Segment.** Email requested about what township plans include for trail Clerk Hexum-Platzer reported phone call and that 3 resident meetings announced their preferences to DNR – [included no blocking road to Lutsen cemetery, need for multi-use trail to go to Caribou Trail, need to be cautious about landscaping so as not to block snowplowing, no need for rest area at bottom of Ski Hill Road since Superior Golf facility can accommodate these needs, and to address hydrology concerns.]
- **PERA funds for FIRE/EMS Retirement...handout/previously sent document is also on file:** Chief Goettl explained that in early years the pay was \$50/yr of service and that no change has been made since 2015 which currently provided \$1500 per service year. He recommends that with current funds available, the amount be \$2000 per year of service. Discussion included number of department members with the required 5 years of service and/or more than 10 years and that impact. Ans: More than 10 members are at 10+ yrs currently. This is tabled until next month when a resolution will be presented for Supervisor action and approval. C Friesner recommended that \$10,000 be added to the budget each year to address any township shortfalls.
- **Parking overnight at town park:** Request from Park neighbor for using the park area for additional parking for family event. After discussion, Clerk Hexum-Platzer will respond to email request to state that yes, less than 20 cars for overnight parking and that no vehicles should block any entrances or facilities.

Donations: Two to Fire Dept from M Brisance and Dr. & Anita Smith. L Cooper made a motion to accept the resolution noting these donations. C Homyak seconded. Motion passed. Treasurer VanDoren received the checks for deposit.

Citizen Comments: None

Adjournment: C Friesner made a motion to adjourn; seconded by L Cooper. Motion passed and meeting was adjourned at 8:49 p.m.

Respectfully Submitted, Sharon Hexum-Platzer Clerk C Friesner Chairperson