

Approved

Lutsen Township Board Meeting Minutes
July 20, 2021
Lutsen Town Hall

Present: Chris Homyak, Paul Goettl, Sharon Hexum-Platzer, Lollie Cooper, Ashley VanDoren, Absent, Ginny Storlie, Carl Friesner, Matt Kartes

Action items underlined

Call to Order: Meeting called to order by Vice Chairperson, L Cooper, at 7:00 pm.

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

Approval of Agenda: C Homyak made the motion to approve the agenda with additions and L Cooper seconded. Motion passed.

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

Commissioner's Report (Ginny Storlie): No Report

- Earlier Storlie provided Clerk with the approved use of North Shore Scenic Drive logo which is on Lutsen town sign

Clerk's Report: S Hexum-Platzer

- Correspondence: Community needs assessment with Wilder Research for any young children and families, prenatal to 5 years of age, or with your networks across Cook County and Grand Portage. – online survey link placed on website bulletin board tab; Cook County Pride celebration notice June 26 at 5 p.m. at Harbor Park –emails sent by originator to all board members; letter regarding a requested change of property zoning – copied and provided to supervisors since decision and meeting is before July meeting; phone call re Lockport 2020-21 3.2 liquor license –forwarded the Oct 2020 board action of support letter to Lockport and Cook County Auditor's office; Directed Spending notice from Congress—Senators Smith and Klobuchar; application information for America Rescue Plan Act information from MAT-sent on to supervisors for review; Board of Adjustment & Bd of Planning info sent on to supervisors since dates were before the July meeting; email re use of tables; emails regarding insurance change for sign, etc
- IRRRB Streetscape Grant reimbursement and final report completed on 6.29.21 & updated July 1 with final invoices accepted by grant coordinator.
- Application to North Shore Scenic Drive for logo on sign approved. See G Storlie info.
- Sent draft of support letter for Clearview General Store's 3.2 beer license application – See Old Business
- ARPA funding-Board decision to apply See New Business

Treasurer's Report: A VanDoren.

- Balances as of June 30, 2021. Business checking account is \$277,721.76, Building fund is \$35,636.86. Operating General Fund Money Market \$75,258.56, Fire/EMS Truck Fund, \$168,381.33. **Total funds--** \$556,998.51. YTD Receipts \$156,227.63 which includes the first half of the tax levy. YTD Disbursements \$98,417.20. 2021 General Town Budget \$32,350; 2021 Fire District Budget \$190,000. Approved **2021 total Tax Levy** is \$222,350.00. C Homyak 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 June which shows expenditure amounts compared to the budget further explaining the amount for professional services which now shows over budgeted amount is for the additional professional service expenditures for the land use permit and required for the new storage building and town sign. The latter will be mostly reimbursed by IRRRB grant.
- Treasurer VanDoren noted the NSFCU bank checking account is currently above their insured amount. L Cooper made a motion to transfer excess funds from NSFCU checking to GMSB operating money market fund t to insure monies as required by those banks. C Homyak seconded. Motion passed. Treasurer will create claim for next month's board meeting for this transfer as needed.
- Treasurer report copies are available in town office for review.

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Review and Approval of Claims:

- Clerk Hexum-Platzer provided the invoiced claims. Current Details: 15 claims for total of \$15,135.89. This includes 2020 election costs of \$3,396.32, Federal withholding of \$1736.63, State withholding of \$216.08 and Kirvida maintenance or repair on trucks of \$4,386.83. One payment for Lutsen sign completion was also included. C Homyak made a motion to approve the claims as presented. L Cooper seconded. Motion passed.
- Clerk provided 6 regular payroll claims for total \$1888.75. L Cooper made a motion to accept payroll claims as presented. C Homyak seconded. Motion passed.
- Clerk noted check numbers 16637 and 16638 were voided as printed when those were for withholding claims which are electronic fund transfers and not to be in check form. Clerk also explained the June claim number 100970 as incorrectly given at half the township's PERA amount. When the distribution amount was done electronically it is accurate. Clerk notified the treasurer and provided the accurate amount for that claim in note portion in CTAS. State auditor representative M Albarado agreed that method would satisfy. An alternate method might be to delete the claim number, then recreate the number with accurate amount. Either way gives the accurate fund account.
- Cash Control Statement for June was reviewed and compared to Treasurer's copy. Supervisors signed document which is on file.
- Claims approval and Payroll distribution signed by Supervisors; copies are on file in the town office.

Fire Chief's Report: Chief Paul Goettl

- To date 27 fire calls with average being 21. This indicates a possible increase this year. Recent calls include 2 motor vehicle accidents, 1 tanker truck, a 911 outage which requires crew to do standby at fire hall; 3 false alarms.
- G Mueller passed his Fire Fighter I and II and HSMAT certification. Covid restrictions delayed this completion. Goettl congratulated Mueller.
- July 4 Fish Fry: Over 600 sandwiches were sold which was about normal. The event was shortened so lines were long and crew busy.
- Goettl updated the Suggested Operating Guidelines [SOGs] and will make a copy for town records. Process started in 2007, updated in 2014 and again now.

EMS Chief's Report: Chief Matt Kartes -- No Report

Supervisor Reports:

C Friesner: sent via email

- Volleyball court still not done; it's on my short list.
- Ball field usage, for the possibility of weddings in my opinion is not a viable idea at this time. There are many resorts in the area that do a fantastic job hosting weddings. Supervisors agreed that other options are available. Clerk will notify the group who asked to rent ball field for wedding next year.
- Ball field usage, for games and dogs.
Monday night's T ball has been a smashing success 10-12, kids aged 4-7 are learning playing and having a blast. We have one more scrimmage there and then games. I hope to make more improvement to the field itself but we need rain to facilitate said improvements.
Tuesday's softball games have been decently attended and all are having a great time. Play start at 6:00 pm and all are invited.
- I finally received a response from KTM regarding the parking lot. They are planning on starting seal coating on the shore the week of the 26th pending rooming reservations for their crews a more definitive date to follow.
- Garage doors and pump house restraining is on the list for Steve Duclos and his crew, will be done before end of season, we should decide on color for the pump house. I'm happy to select a color that is similar to what was there.
- Storage shed-We are still waiting for slab to be done. I apologize for the delay in this project but I promise it will get done ASAP. The North House is excited to get it to us as well. Tentative plan will be to bring the frame to us a couple of weeks prior to raising so that we can stain/seal timbers. Good news though lumber prices are dropping and therefore finishing it off will be less than we thought this spring.
- ARPA funding, I have not had a chance to dig into this but in my opinion we should dig. Fire/EMS radios possibly?
- The area behind the swings could use some clean up/brushing and I could not agree more. Friesner will organize that with anyone interested. Please contact him to help

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L Cooper:

- Lutsen town sign metal work has been adjusted to reflect mountain range.
- Did the WTIP announcement. She note that she will have notify WTIP that she will have to record her report since job requirements have changed.

C Homyak:

- Attended County Housing meeting where much discussion about shortage of work force housing continued. County has between 100 and 150 acres on Caribou Trail that is being considered to build such housing and developers would be contacted. He will continue to attend this meeting to ascertain any progress on this important issue.
- Contacted MATIT, our insurance, to determine cost to include the town sign. \$73 per year. See more in New Business

Old Business:

- **Town Park volleyball court:** See Friesner report
- **Lutsen town sign:** Sawtooth Mountain metal portion of sign is now complete. Grant reimbursement and final report to IRRRB is complete. Funds have not been received to date.
- **Ball Field use policy:** See Friesner report
- **Storage building shed removal/disposal:** See Friesner report
- **Repaving parking lot:** See Friesner report
- **Staining Park pump house and pavilion; painting EMS bay doors:** See Friesner report
- **Clearview General Store 3.2 Beer license letter of support to County** – motion to accept draft had to be tabled until 2 of 3 supervisors can vote. C Homyak must abstain.

New Business:

- **Agenda items for Continued of Annual Meeting 8.17.21:** Clerk Hexum-Platzer asked that items be submitted by August 1. Topics for Sign dedication and updates on levy amount due to increased insurance were suggested.
- **America Rescue Plan Act funding** – decision needed. After discussion of possible uses for funds, supervisors agreed that clerk and treasurer complete the application for funds as recommended by MN Association of Townships
- **Violence Prevention request for volunteers:** K.A. Travis asks for volunteer advocates. L Cooper suggests this be on continuation of Annual Meeting agenda
- **J Konrad email letter regarding neighboring rental and noise complaint and violation of capacity of facility noted.** Since this is not in township authority, email forwarded to county authorities. Sheriff Eliason answered the email and copied the township—if noise is an issue owner and renters of his property can call 387 3030 and a deputy will respond.
- **Insurance policy review:** C Homyak reviewed our current policy coverage and indicated that there is a need to update the coverage for personal property items, the new storage building when complete, and coverage on fire and EMS equipment. He will follow up with more details after getting updated inventories.

Donations: None

Citizen Comments: None

Adjournment: L Cooper made a motion to adjourn; seconded by C Homyak. Motion passed and meeting was adjourned at 8:06 p.m.

Respectfully Submitted, Sharon Hexum-Platzer Clerk

L Cooper Vice Chairperson