

Approved

Lutsen Township Board Meeting Minutes
February 15, 2022
Lutsen Town Hall

Present: Chris Homyak, Sharon Hexum-Platzer, ,Ashley VanDoren, Carl Friesner, , Samantha McQuatters-Spangle, Paul Goettl, Ben Belland, Lollie Cooper, Matt Kartes

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.. L Cooper seconded. Motion passed.

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

Approval of Audit & Budget Meeting Minutes: L Cooper made a motion to approve the 2021 Audit meeting minutes. C Friesner seconded. Motion passed. C Homyak motioned to approved 2023 Budget meeting minutes. L Cooper seconded. Motion passed.

Commissioner's Report (Ginny Storlie): not in attendance and no report

Clerk's Report: S Hexum-Platzer

- Correspondence: IRRRB request for info on a Ranger Feature Story about our Lutsen Town sign done with grant support – answered and sent picture and reviewed article; P Swenson request for sharing "2008 Lutsen Town Plan with bike trail indicated.zip –replied; Email reminder of Western Lake Superior Climate Resilience Forum Feb 9 from 10 am to 2:30 pm- original shared with interested residents; email & phone call from Lutsen resident regarding moving 60 mile speed limit toward GM after Caribou Trail and a standard 40 mile limit to that side of Caribou Trail as well – see new business; HGAC BUY Cooperative virtual open house –copied for supervisors; Minnesota Housing's 2021 Funding Selections Announcement – shared with supervisors; Macqueen Emergency invoice – approved by Goettl & their request to send invoices via email – sent response to use township email; call from MAT Steve Fenske about EMS truck claim – placed on OLD Business for action; County Seeks Public Input on Homelessness Assistance and Supportive Services Priorities thru survey – forwarded to C Homyak as supervisor addressing housing issues;
- Posted notice of 2021 Audit Meeting Feb 1 6:00 and 2023 Budget meeting at 6:30 p.m.
- Sent Election and Annual Meeting notice – one publication required & posting 10 days prior with sample ballot, location, and times, etc.

Treasurer's Report: A VanDoren.

- Balances as of January 31, 2022. NSFCU Business checking account is \$327,917.73 Building fund is \$35,657.87. At GMSB Operating General Fund Money Market \$50262.57, GMSB Checking is \$50,000; Fire/EMS Truck Fund, \$168,391.24. **Total funds--** \$632,229.41 YTD Receipts \$831.35. YTD Disbursements \$9,490.32. 2022 General Town Budget \$28,700; 2022 Fire District Budget \$166,745. 2022 General Town Levy: \$20,500 and Fire District Levy: \$136,000. Approved **2022 total Tax Levy** is \$156,500
C Friesner made motion to accept the Treasurer's Report as presented. C Homyak seconded. Motion passed
- Treasurer explained the Patronage fund appears on NSFCU bank statement. After discussion C Friesner motioned to move those funds to checking to avoid creating additional account; C Homyak seconded. Motion passed. Treasurer VanDoren will move that account money to the NSFCU checking account.
- Treasurer and Clerk also explained that January NSFCU bank statement included two \$10 lost check bank fees which were charged to the person losing his December checks and now our CTAS record had to show that disbursement as well. L Cooper made a motion to accept disbursement # 16828eft dated 2.11.22 for lost checks # 16733 &16788 and

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repaid on check # 16811 claim 101089 on January 18, 2022. C Friesner seconded. Motion passed. Signed distribution documentation in February 2022 file.

- Treasurer report copies are available in town office for review. The Cash Control statement provided to the Board.

Review and Approval of Claims:

- Clerk Hexum-Platzer provided the invoiced January claims. Details: 11 claims for total of \$4,564.39. C Friesner made a motion to approve the claims as presented. L Cooper seconded. Motion passed.
- Clerk provided payroll claims for total \$2,178.75. L Cooper made a motion to approve the payroll claims as presented. C Homyak seconded. Motion passed.
- Cash Control Statement for January was reviewed and compared to Treasurer's copy [noted difference stated above]. Supervisors signed 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: Chief Paul Goettl

- Goettl noted there were 4 automated fire calls – 1 mutual aid to Tofte. All were false alarms. Discussion about charging entities for such alarms. No action taken in past and topic is still of interest.
- Chief Goettl was interviewed on WTIP regarding how water supply is addressed in winter months.
- February 14 training included Caribou Lake dry hydrant and cold weather pumping from lake. A ground monitor can continue pumping as needed.
- Retrofitting a rescue truck into a type 6 pump & tank fire truck warrantee info was shared with Board. Order time is about 6 months with size specifications for truck needs and Goettl will secure an invoice so this can be paid. After discussion L Cooper made a motion to purchase the CFE 400 gallon skid mount pump for \$27,612 plus shipping. C Homyak seconded. Motion passed
- Goettl checked with Rowan at Sheriff's department about ordered ARMER radio status. Delivery date unknown at this time.

EMS Chief's Report: Chief Matt Kartes

- 5 calls for month
- EMS/EMT refresher training was held from Feb 11 thru Feb 13 including 24 hours led by trainer from MN Public Safety. Instruction and instructor were praised by all department members. Only one person was unable to have this training. Essential new training included dangers of emergency situations that may not have been considered in the past. Additional 12 lead instrument options were included as well as an opportunity to deal with blood pumping dummy for quick response needs.
- Recent break-ins/thefts in Tofte and Lutsen led to discussion about needs for recording cameras, lock changes, etc. C Friesner will research security options and lock changes.
- Paper towel roller in men's restroom reported and Clerk will notify M McCoy for replacing it.

Supervisor Reports:

C Friesner:

- Attended 2021 Audit meeting and 2022 Budget planning
- Received letter regarding purchasing road signs – not applicable to township
- Purchased ladder for town hall use.
- Lumber and materials invoice for the storage building was requested but not received to date.

L Cooper:

- Researched costs for tables and kitchen shelf. Amazon seems to be best cost option. Clerk will order using her Amazon Prime to avoid shipping charges. 4 tables and one 18 x 48 x 72 inch shelf unit will be ordered.

C Homyak:

- Town hall AV equipment is being researched - microphone
- Insurance info will continue.

Old Business:

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- **Storage building shed update:** see above
- **New tables for Hall:** See above
- **ARPA purchase information update**—monitor, microphone[s]—tabled until next month. C Homyak will provide next month.
- **Zoning concern:** Addressing prohibiting adult entertainment will be discussed further. Commissioner Storlie to provide information. Storlie not in attendance so this is tabled.
- **EMS truck Insurance claim for hail damage submitted in October 2021** and now needs a quote, M Kartes will get this quote and will send to MATIT insurance. C Homyak will follow up.

New Business:

- **Approval of selected Election Judges** [Leah Ekstrom, Judy Brisky, Sharon Hexum-Platzer] for March Township elections to be held March 8 from 5-8 pm at Town Hall. L Cooper clarified that S Hexum Platzer can act as judge since she is not a candidate. C Friesner made a motion to approve judges and C Homyak seconded. Motion passed.
- Lutsen property owner, James Belski **request/process for moving 40 mph and 60 mph speed move to east side of Caribou Trail** That location is where it was several years ago. MNDOT has expressed the distance is too long between 60 mph signs. After discussion, this topic will be placed on Annual Meeting agenda and Clerk to ask Belski asked to share request and information.

Donations: None

Citizen Comments: None

Adjournment: C Friesner made a motion to adjourn; seconded by L Cooper. Motion passed and meeting was adjourned at 7:58 p.m.

Respectfully Submitted, Sharon Hexum-Platzer Clerk C Friesner Chairperson