

Approved

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

Present: Chris Homyak, Sharon Hexum-Platzer, Ginny Storlie, Ashley VanDoren, Carl Friesner, Samantha McQuatters-Spangle, Paul Goettl, Dick Nelson, 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. C Homyak seconded. Motion passed.

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

Commissioner's Report (Ginny Storlie):

- Contacted Christian Wallen at MN Dot regarding extending speed zone in Lutsen. C Friesner will call him to clarify needs for safety of travelers and residents.
- Reminded us that Century Link phone service was down at her house as well as several other residences. Box at bottom of hill needs to be plowed so they have access. Clerk added that several phone calls were made letting Century Link know that the Town and Fire station needed phone restored and that several residences were also affected.
- County has list of tax forfeit land of about 400 acres. Lutsen has about 120+ and this information will be available through the county once it has been mapped.

Clerk's Report: S Hexum-Platzer

- Correspondence: Action Required: Coronavirus State and Local Fiscal Recovery Funds - NEU Portal Open – email saved in “communications” and printed for later use; Email re who to contact for cemetery plot – sent G Thompson phone number; MATIT email re Storage/concession bldg. builders risk and completion of project – sent response that building is not complete; phone call re septic cover off at Lutsen Resort property-replied to contact appropriate person; Cook County Bd of Adjustment & Planning Commission links sent to supervisors; Cook County Chamber of Commerce- links forward to supervisors; ARPA fund requirements – clarified with info to follow from MAT & Feds current process copy ARPA file; email re Virtual town hall meeting on child care solutions March 14 – sent to supervisors since it before town meeting & link placed on website bulletin board; calls/emails re items for Annual meeting agenda – processed; WTIP flyer – placed in Communications folder; Asphalt Maintenance flyer-placed in Communications folder; call & email re road in Lutsen and if it is a public township road – replied township as no roads and contact info for County Hwy dept.; Arrowhead Electric letter re eligibility for reduced load management off-peak or interruptible program rates-see new business
- Created Annual meeting agenda and documents for the meeting
- DNR Outdoor Recreation grant resolution-new business

Treasurer's Report: A VanDoren.

- Balances as of February 28, 2022. NSFCU Business checking account is \$332,615.66 Building fund is \$35,660.61. At GMSB Operating General Fund Money Market \$50262.96, GMSB Checking is \$50,000; Fire/EMS Truck Fund, \$168,392.54. **Total funds--** \$632,229.41 YTD Receipts \$13,204.61. YTD Disbursements \$15,876.12. 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. L Cooper seconded. Motion passed
- Treasurer noted receipts included a 3rd tax levy payment. She added that a small amount was still in Patronage fund and will move it to checking

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- Clerk reminded board that an electronic fund transfer of \$25K needs to be moved from NSFCU checking to GMSB new truck fund. Treasurer VanDoren will create that transfer claim.
- 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 February claims. Details: 17 claims for total of \$15,409.16. This included \$1508.68 for medical supplies, \$2210 for EMT/EMR training and \$6208.80 for building materials for storage & concession stand. C Homyak made a motion to approve the claims as presented. L Cooper seconded. Motion passed.
- Clerk provided 1st quarter payroll claims for total of \$6,577.50. C Homyak made a motion to approve the payroll claims as presented. C Homyak seconded. Motion passed.
- Cash Control Statement for February was reviewed and compared to Treasurer's information]. 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 2 fire calls – 1 was false alarm. The other was a snowmobile on fire that could have caught in nearby trees and lodge. Good experience for crew.
- Recent training included blood born pathogen review; monthly testing of SCVA gear, and ladder testing. C Homyak asked what that entails. Chief Goettl and Chief Kartes described process and added that if ladder fails the weight or heat test, the ladder is removed from service.
- Retrofitting a rescue truck into a type 6 pump : pump has been ordered.
- There are 13 fire crew and most of them are EMS as well. M Farley retired in January after 20 years. Fire Association will have celebration

EMS Chief's Report: Chief Matt Kartes

- 7 calls for month
- Training started this month and through June includes changing protocol on potential neck and back injuries. A method of determining severity will impact the use of C collars and back boards. This training is with County ambulance and other township EMS crews.

Supervisor Reports:

C Friesner:

- Attended Annaul meeting
- Contacted Arrowhead Lock [Bonin] about replacing all locks in Fire and Town Hall. Follow up is required.
- Checked on surveillance cameras. Potential cost is \$ 800-1000.
- Lumber and materials for the storage building is being stored at Isak Hansen until weather conditions allow completion. He will order roofing and doors soon.
- Worked with Clerk Hexum-Platzer on grant recreation grant and he will follow up on required changes to the site plan.

L Cooper:

- Attended annual meeting.
- Gave monthly report on WTIP

C Homyak:

- Attended annual meeting
- Reported that tv monitor will cost \$800-1000 and received clarification that new town computer will be compatible for virtual meetings. He also will research a cordless speaker system for town hall user needs.
- He will contact MATIT about insurance when storage/concession building is completed.

Old Business:

- **Storage building shed update:** see above

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- **Storage shelves for Kitchen installed. New tables for Hall are in Fire hall.** C Friesner will get marred tables removed to await storage in new building.
- **ARPA purchase information update**—in process; see above
- **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** In process: This may include having to switch out the damaged truck and/or using the other truck. M Kartes will get this quote and will send to MATIT insurance through C Homyak.
- **Request/process for moving 40 mph / 60 mph speed move to east side of Caribou Trail. Clerk read the requested letter to Senator Bakk;** Letter was signed by supervisors. After meeting Clerk will send this to Bakk's office via email.

New Business:

- **DNR Outdoor Recreation Grant-need to sign Resolution 2022-03:** Clerk provided current feedback from DNR and next steps. Clerk will get necessary signatures and send with grant as required. Motion made C Friesner and seconded by L Cooper to have Hexum-Platzer complete the grant work. Motion passed.
- **Arrowhead Electric: Rates issue. Copy of letter reviewed & action required:** C Friesner has contacted Peak Electric to address the off peak monitor so charges for electricity are correct.
- **Return to in-person voting with paper ballots:** R Piepho did not come for further. Discussion included possibility of township reaching the population that will required this action. Item will be tabled

Donations: None

Citizen Comments: C Friesner thanked Hexum-Platzer for her township work. Flowers were presented with cards. M Kartes added that the residents appreciate her efforts for the town. Clerk Hexum-Platzer added her thanks for the flowers and kind words and her appreciation to all who work for the township. [The flowers are amazing!]

Adjournment: C Friesner made a motion to adjourn; seconded by L Cooper. Motion passed and meeting was adjourned at 7:48 p.m.

Respectfully Submitted, Sharon Hexum-Platzer Clerk C Friesner Chairperson