

Approved

Lutsen Township Board Meeting Minutes
January 21, 2020
Lutsen Town Hall

Present: Sharon Hexum-Platzer, Elis Walch, Andrew Beavers, James Coleman, Matt Kartes, Ashley VanDoren, Carl Friesner, Ginny Storlie, Paul Goettl, Henry Walch, Travis Wickwire

Action items underlined

Call to Order: Meeting called to order by chairperson, A Beavers, at 7:00 pm.

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

Approval of Agenda: A Beavers made the motion to approve the agenda and seconded by E Walch. Motion passed

Approval of December Monthly Meeting Minutes: A Beavers made the motion to approve December meeting minutes Motion was seconded by E Walch. Motion passed.

Commissioner's Report (Ginny Storlie)

- County Board Organization Meeting highlights: New chairperson selected. Board subcommittee assignments given. Levy approved at 5.86%. 2020 vision includes: Sheriff's office to improve the 911 system, - - texting is a possible addition; county relaunching the website, Platt book being put together and will be online.
- Phone conversation with consulting firm for hiring a County Administrator Notices will be across states and in the local community. After February notices, the firm will review and recommend candidates.
- 2020 Census query should be answered. If we don't reflect total population our district becomes larger [more to manage]. After initial mailing, if persons do not respond then someone will come to the residence.
- 2020 primary election will require party affiliation identification requirement. Ballots will be mailed February 13 and must be returned by March 3.
- Refugee Relocation was approved by the County Commissioners but not likely to happen because relocation must be within 100 miles of the support office which is in the Twin Cities.
- Short term rental classifications revisited by County Assessor Thompson and still to be sent to Representative Bakk and the Legislature. When asked why County Commissioners could not deal with this issue, she responded that it is more than our county dealing with this tax classification issue.
- PILT: Reviewing the appraisals of Federal forestry land must be done and adjusted from timber to include more recreational so that funding amount does not get reduced. County monies will be impacted. A visit to Washington to see Rep. Stauber is in the plan. Storlie could be available to support this issue.
- Committee of the Whole will review their bylaws as suggested by Attorney Hickens.
- Border to Border off road vehicles issue in process. Must hear from US forest service and DNR about funding for all of the county expenses to maintain this trail.
- December 17 was the last County Board Meeting of the year and Storlie's last meeting as chairperson. Someone else will be elected for 2 years at the January meeting.
- Supervisors thanked G Storlie for her work and this report.

Clerk's Report: S Hexum-Platzer

- Correspondence: Arrowhead Electric notice of power off for 1 hr; phone call request for info on ball or football field in vicinity – replied with info; Phone request for rescue of friends who may have turned the wrong way and are lost – called back to refer them to 911; Northspan Group in Duluth, working with the Cook County Chamber of Commerce, re an updated strategic plan of the Go Cook County plan asked for contact information for town board – referred to website and did not give addl nos/contact for non-board personnel; town hall rental for overnights – see New Business; Concluding Census Complete Count Committee (CCC) Training Schedule – bcc supervisors as fyi; Fire Place Tour through Visit Cook County – put info on website; email/calls reelection filing; order for Fire dept;

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- Sent notice to County Auditor for March election in Small Hall from 5-8 p.m. Fire & EMS crew will find ballot tub and voting booths to place in the hall for set up.
- Elections Judges: A Beavers made motion to approve L Ekstrom, M Rexrode, and J Brisky as election judges. C Friesner seconded. Motion passed.
- Local Board of Appeals is May 19. To secure trained supervisors to facilitate the meeting, C Friesner will complete the training by February 1 as required.

Treasurer's Report: Treasurer P Goettl presented the Treasurer's report. Copies are available for review.

- Balances as of December 31, 2019: business checking account is \$208,625.14 Building fund is \$25,665.53, Operating General Fund Money Market \$125,106.19, Fire/EMS Truck Fund, \$118,116.06. **Total funds--** \$477,512.92 YTD Receipts \$415,414.47 which includes most of the 2019 town levy, the town \$25,000 truck levy amount and transfer of \$125,000 to Grand Marais Operating Fund Acct which is repeated in Disbursements . YTD Disbursements \$310,643.16 Approved 2019 tax levy \$192,195.36. Approved 2020 Tax Levy is \$193,295.36. E Walch made motion to accept the Treasurer's Report as presented. C Friesner seconded. Motion passed.
- Treasurer Goettl provided specific data on monies received and expenditures through December which shows specific expenditure amounts. Discussion continued about amount of surplus monies available and need to consider actual Township and Fire projected needs when determining the budget for 2021.
- Updated expenditures document on 2019 budget, Cash Control Statement and Receipts Register were also provided for review by Supervisors. Copies available in town office.

Review and Approval of Claims: Supervisors reviewed the invoiced claims. Supervisors signed that approval form. Current Details: 19 total claims for \$58,640.57 which includes 4th Quarter withholding to Federal [\$2481.91] and State [\$226.56] , the 2020 tax ley payment to the truck fund [\$25,000]and the Rosenbauer pumper truck refurbishment cost in lieu of replacing the truck [\$23,830.17]. A Beavers made motion to approve claims as presented. E Walch seconded. Motion passed. Copies on file in the town office.

Supervisors reviewed January payroll claims for \$1315. A Beavers made motion to approve payroll claims as presented. C Friesner seconded. Motion passed. Monthly distribution and Cash Control Statement were signed by Supervisors and approval of payroll claim; copies are on file in the town office.

Fire Chief's Report: Chief James Coleman:

- 1 call this month
- SCB Air Pacs costs were updated with parts that were left out of the initial bid. Cost would be \$43,877. Since the motion was made at the December meeting to purchase this necessary updated equipment, the supervisors agreed by consensus to ask Chief Coleman to make the purchase them.
- Ticket sales for Firemen's Ball are complete. Others may attend but no meal will be available. Date and location: Surfside on January 25.
- Coleman is inquiring with the State program about a possible increase to PERA [retirement pay – currently \$1500 per year] for fire crew. The question is how much can it increase based on the interest accrued to avoid adding cost to the Township tax payers.
- Coleman asked all to announce the necessity to keep driveways & roads open fire & ems access. Keeping fire numbers exposed is essential as well. A Beavers said he would announce this on WTIP as well.

EMS Chief's Report: Chief Matt Kartes:

- Seven calls this past month which is slightly above average/new average.
- Kartes shared that he has been reelected as EMS chief. No Board acceptance took place at this meeting.
- EMS refresher training for 4 members. It was done by new instructors with new scenarios and reported as very good training. Each year additional EMS members will the trained.
- Kartes asked about rental costs. Clerk noted the costs are still on the website. A Beavers noted the costs and that they have not changed.

Supervisor Reports:

Andrew Beavers:

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- Beavers did regular report to WTIP
- Monetary bid limits not yet found but will look further.

C Friesner:

- Contacted local businesses about cleaning opportunity. With no interest, he suggested we change the rental cost and if the parties clean after their rental, that additional cost could be returned.
- Epoxy flooring to restore and improve town hall floors would be a 3 day application and a 3 day drying period. This will affect any rentals, users for a week. Cost is \$7365. This may need to be delayed until late April or early May. 1 month notice required.

E Walch:

- Walch attended the January 6 Gitchi Gami Trail extension meeting. More funds will be needed and entities are looking into finding those funds. 2021 is beginning date but that means bids will be let out. Notes from this meeting are available in the town office. Others commented that this trail will go through at some time because public interest is significant.
- Contacted Sheriff's department and with their presence speeding is being addressed
- Lutsen Downtown Business Group met and did comment on slowing of traffic with police/State patrol in the area.

Old Business:

- **Review of SOG's Rules and Regulations for EMS:** Wording on discrimination in hiring policy incomplete. E Walch will find current County wording, send it to the clerk for addition, copies will be made for review and approval at the February meeting. After the approval, Chief Kartes will take it to the EMS members for their individual signatures.
- **Bid quote for Town Hall cleaning:** No bid was received after 3 months of published notice. A Beavers told clerk to publish the notice until further direction. A Beavers said he would/could address cleaning until someone is hired. Question on liability insurance amount was noted: Person[s] must have liability insurance to do this unless is already employed by township.
- **Lutsen town hall for Bone Builders workout program** query for no rental cost: different venue found—no further action required.
- **Cost limit requirement for bidding specific jobs update needs to be confirmed by A Beavers**
- **S Duclos will replace the gasket door seals to prevent easy access by mice.**

New Business:

- **Audit and Budget meeting date:** February 4 Audit of 2019 records meeting at 6 p.m. 2021 Budget meeting at 6:30. Clerk will publish and post public notification.
- **Permission for use of town hall for an overnight rental for workers on the Superior Hiking Trail:** After discussion of
- **Yoga class and rental cost if continued at town hall:** This class will no longer meet at the town hall. It will move to Caribou Highlands at no cost and a more yoga-like facility [flooring a feature]. Clerk will send invoice to W.E.Connect for the hall rental per agreement. Equipment will also be removed to the new location.

Donations: None at this time

Citizen Comments:

- H Walch asked if the Board had considered a heating back up plan and suggested a propane tank. Discussion included the generators available to operate basic lights, well and septic but heat is needed for the facility. C Friesner will find options and costs.
- G Storlie asked about rental costs and where and when Bone Builders will take place. After clarification by Clerk Hexum-Platzer that BB must have a rent free space, that it will be a Lutsen Church social hall once equipment is secured and will, no doubt start in early February on Tuesdays at 10:30.

Adjournment: Motion to adjourn made by A Beavers and seconded by C Friesner. Motion passed and meeting was adjourned at 8:28 p.m.

Respectfully Submitted, Sharon Hexum-Platzer Clerk

Andrew Beavers Chairperson