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**Lutsen Township Board Meeting Minutes**  
**May 16, 2023**  
**Lutsen Town Hall**

**Present:** Sharon Hexum-Platzer, Ashely VanDoren, Paul Goettl, Carl Friesner, Samantha Mcquatters-Spangle, Lolli Cooper, Chris Homyak, Ginny Storlie, Paul Nordlund, Wendy

**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 a motion to approve agenda, L. Cooper seconded. Motion passed.

**Approval of March Meeting Minutes:** L. Cooper made a motion to accept April meeting minutes, C Homyak seconded. Motion passed.

**Commissioner's Report:**(Ginny Storlie)

- HRA and ADA came before the commissioner's board requesting a merger of the two director jobs. Ginny voted no with a majority as the current housing director Mr. Hale currently is maintaining a large platform and commissioner do not want to overload the workload. A job description for the ADA director will be drawn up and continue a search for a new candidate.
- Taconite harbor is currently being looked at by Tofte township for dismantling and restructuring into new developments and structures.
- 40 acres of land on Cramer Rd. was donated by Minnesota power for development of housing; HRA director Jason Hale will begin the process and design.
- Committee came before the commissioner's board to promote a flint lock sports park including a shooting range as Cook County is the only county in MN without one. The proposed park would be on some of the 360 acres of land is available up Gunflint near Elbow Lake. Commissioners board asked them to apply for a 4013C to make them a viable group with memberships.
- Capital improvement plan; administrator printed out all currently owned facility along with calendar marked improvement and repair dates. More information will be available on the Cook County commissioner's website Friday May 19, 2023. Final vote coming in June
- Emergency Management meeting held by Mr. Keyport held in April included Arrowhead electric personnel giving a timeline of the power outage events over this last winter. Impact of new electric cars in the county and impact on the environment.
- Lutsen Cardboard trailer; The cardboard trailer was moved as the DNR and MNDOT needed the space at the bottom of the ski hill to aid in the construction of the bike trail for the summer months. MNDOT agreed to allow use of the trailer at the bottom of the Caribou trail for the short term of May-July 2023. Current plans are to improve the space at the bottom of Ski Hill Rd with bathrooms, signage and create a trailhead for hiking and trails; possibly move the cardboard trailers back to that location after.

**Clerk's Report:** S. Mcquatters-Spangle Deputy Clerk: S. Hexum-Platzer

- A. Correspondence: Referred multiple citizens requests for short term rentals to the correct ordinances. Rental information requested by Ann Sullivan commissioner; information sent. Northspan group opened a new location. Minnesota House of Representatives voting on the

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Omnibus Transportation Funding Bill on the floor. New Federal Funding Opportunities for EV Charging; forwarded to supervisors. Rescheduled: Spring Short Courses in McGregor and Bemidji. CORE training opportunities available; forwarded to EMS chief. Notice of Public Comment and Hearing: 2023 Housing and Community Development Action Plan; forwarded to supervisors. Confirmation of relief check EFT completed; verified. LOCAL EMERGENCY DISASTER DECLARATION PROCESS PRESENTATION meeting; forwarded to supervisors. Spring Prescribed Fires to Begin on the Superior National Forest. Northspan Welcomes 3 New Board Members. Contact with cartway appraiser; meeting requests sent to opposing party. Alex Air Apparatus Under New Ownership. Lutsen speed signs fixed through communication of supervisor Homyak and Sundew technical; approval by chairman Friesner. SVF Plan Active Member Service Report Lutsen; forwarded to fire chief. Know Before you go: 2023 Fishing Opener, check conditions beforehand. Available: 2022 TIF Annual Reporting Forms due August 1. EV Charging Infrastructure - Rural Community Informational Meeting Wednesday, May 17 at 8 a.m. Notice of Public Comment and Hearing: 2023 Housing and Community Development Action Plan May 22<sup>nd</sup>.

- B. Updating cleaning contract and signing
- C. Updating contractor insurances
- D. LBAE prep
- E. Digital backups of office files
- F. Researching fire charge services and contacts
- G. Researching and contacting information for emergency evacuation shelter
- H. Deputy Clerk: Required ARPA report to SLRFP completed!

**Treasurer's Report:** A VanDoren:

Balances as of April 30, 2023. NSFCU Business checking account is \$284,776.66. General Building fund is \$35,702.24. At Grand Marais State Bank Operating General Fund Money Market is \$50,273.62; GMSB Checking is \$50,000; Fire/EMS Truck Fund \$218,433.58; Total Funds-- \$639,186.10; YTD Receipts \$77,389.40; YTD Disbursements \$117,353.86; General Town Budget \$32,900.00; Fire District Budget \$179,645.00; 2022 General Town Levy: \$25,000 and Fire District Levy \$140,000: Approved 2023 total tax Levy is 165,000.00.

C. Friesner made a motion to accept the treasurer's report. C Homyak seconded. Motion passed

**Review and Approval of Claims:**

- Clerk S. Mcquatters-Spangle provided the invoiced May Claims. Details; 16 claims for a total of \$5,834.84 This included \$1,034.98 for technical services to fix Lutsen speed signs. \$1,536.00 for data services for EMS devices.  
C. Friesner made a motion to approve claims, L Cooper seconded. Motion passed.
- Clerk provided May payroll Claims for a total of \$2,686.96. L Cooper made a motion to approved payroll. C Friesner seconded. Motion passed
- Cash Control Statement for May was reviewed and compared to the Treasurer's Information and matched. Supervisors signed a 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:** Paul Geottl:

- 1 fire calls for the month of April

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- Training consisted pumping evolutions including the wildland pump on rescue truck;
- Wildland pump prepped for spring/summer use
- Training on forcible entry and using SCVU packs

**EMS Chief's Report:** Matt Kartes(not in attendance)

- 7 total EMS calls for the month of April including assisted fire calls

**Supervisors Report:**

**C Friesner:**

- Requested help from Scott Platzer to finish build of storage/concession shed and gazebo
- Found location for gazebo build with Sharon Platzer

**L Cooper:**

- WTIP reporting on Lutsen Township

**C Homyak:**

- Delegated citizen concerns over inoperative speed signs and communicated with technical support in fixing Lutsen speed signs
- Attended Gitchi-Gami trail meeting; cardboard trailer was moved to make way for building of future small-scale bridges to complete the bike trail from ski hill road to Arrowhead electric.; Future grant opportunities currently being researched in future bike trail expansion.

**Old Business:**

- **Storage shed to continue build: Work has been delegated to Scott Platzer to finish build. Electrical will wait until spring.**
- EMS truck insurance claim awaiting assessor and rental truck availabilities; **waiting for contact from MATIT insurance on updates and available rental truck.**
- Skinner, Larson cartway; **appraisers work currently in progress.**
- New locks and keys for Township building- **C Friesner will talk to locksmith Phil**
- Culture and tourism grant: Security cameras were discussed in places to protect current builds and the main townhall building. Supervisors discussed placement, types of cameras and types of systems. Supervisor Homyak suggested using power over ethernet cameras with motion detection capabilities. **Sharon Hexum-Platzer will compose a detailed description of camera types and systems together for supervisors to review.**
- Consideration to make Lutsen township suitable for emergency shelter; generator. **EMS and Fire chief will research different types and possibilities that could work for Lutsen Townhall. Cook County emergency management contacted for specifics**
- Lutsen trailbreakers: **Waiting to hear from grants in June and July for progression**
- Speed Signs: Supervisor Homyak worked with Sundew Technical in obtaining replacement parts and fixing Lutsen speed signs.
- Possibilities of Charging insurance for fire calls; Fire Chief Geotzl and town clerk researched from multiple other townships, Minnesota Association of Townships and state statutes to compile a fire charging policy charging insurance company with the main focus being bringing the town levy down. **Sharon Hexum-Platzer will help clerk to compile the policy into a resolution for supervisors to review and present at the next regular meeting.**

The policy will charge insurance

\$200 per false alarm calls after the first initial three

\$250 per motor vehicle accident (not requiring extrication)

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\$500 per motor vehicle accident requiring use of extrication equipment

\$500 per structure fire

The complete policy is on file in the town office

**New Business:**

- IRRRB Grant; Sharon Hexum-Platzer spearheading the writing, obtaining and follow through of this 50/50 grant. So far, the township has purchased a gazebo, ball park field gates, dog waste receptacle, soccer nets, historical marker; placement of the historical marker is to be determined.  
Currently needing to acquire lighting for flag pole and storage shed by the July end date. Inland field will need to be resurfaced, field fencing repaired and brushing and clearing around the park area.
- Lutsen 99er 3<sup>rd</sup> party beer license; Paul Nordlund president of the Superior cycling association is asking for a letter of support from Lutsen township for a temporary 4-day beer license to act as the non-profit 3<sup>rd</sup> party beneficiary during the Lutsen 99er. C Friesner made a motion to write a letter of support. C Homyak seconded. Motion passed. **Clerk will write and submit a letter of support.**
- Approve Lawn bid; C Friesner motioned to approve Mr. Somnis lawn mowing bid. L Cooper seconded. Motion passed
- Caribou Highlands requested use of tables and chairs over May 19<sup>th</sup> weekend. Supervisors agreed to Caribou Highlands request with their return by Sunday 9am.
- PERA correction on personnel; Chairperson and fire chief signed correction document

**Donations:** Richard C. Nelson - **Thank you for your donations, it is greatly appreciated!**

**Citizen Comments:** Wendy commented how appreciative she is of the idea of obtaining a generator and securing the townhall as an emergency center in case power and heat blackouts happen in heavy windstorms again like this last winter.

Sharon Hexum-Platzer reflected on how well the town board works together in a cohesive and thorough manner.

**Adjournment:** C Friesner made a motion to adjourn; seconded by C. Homyak. Motion passed and meeting was adjourned at 8:27 pm

Respectfully Submitted, Samantha Mcquatters-Spangle; Clerk Carl Friesner; Chairperson