

Approved

Lutsen Township Board Meeting Minutes

December 21, 2021*

Lutsen Town Hall

Present: Chris Homyak, Sharon Hexum-Platzer, , Ashley VanDoren, Ginny Storlie, Carl Friesner, Steve Duclos, Samantha McQuatters-Spangle, Paul Goettl, Guest Bill Gabler; absent: 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 with additions. C Homyak seconded. Motion passed.

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

Commissioner's Report (Ginny Storlie):

- Guest Bill Gabler, the West End representative for the Housing Authority, provided his background, recognized County housing needs, and what monies have been provided to hire an executive director. E is 1 of 5 for each district to find solutions. Like other counties or towns Minnesota, one issue is people buy homes here and then turn them in vacation rentals –short term—rather than provide long term rentals. His email is wjgmpls@aol.com
- A zoning concern came from Schroeder Supervisor Bruce Martinsen: That township is creating zoning now and with commercial zone there is no specific verbage about allowing adult entertainment. Storlie will ask question of Land Use director Tim Nelson and information will be shared with Lutsen Board for an needed next steps.
- Storlie attended conference in Twin Cities and attending on session provided her with a question for County Public Health and Human services – evictions. Currently the county has nowhere to temporarily house affected families.
- Proof of vaccination: Topic and decision of requirements for businesses and govt entities will be decided when Supreme Court responds to this requirement.
- Continued testing would/could be a result of this vaccination proof decision if some can or will not be vaccinated. This would require more testing and the cost of these could be a part of the ARPA funds.
- 2022 Levy has been set to 3%. Since county departments have long term plans, the levy reduced.

Clerk's Report: S Hexum-Platzer

- Correspondence: Email re request to order ARMER radios – see P Goettl report for update no invoice at this time; Request to use tables and chairs – see new business; Yoga hall rental added session – see website; Request for pending assessments – directed sender to Cook County Auditor since township does not add assessments; Sawtooth Mountain\Pharmacy query on past invoices – multiple phone calls & emails attempting to get copies for past claims – claim to be paid this month; Business meet & greets connect talent with local employers through NORTHFORCE – notice printed; email re LBAE required training – reminder to supervisors who will accept township meeting date in May; Cook County Bd of Adjustment and Planning Commission meeting updates – forwarded to supervisors since meeting times were before town board meeting; MAT training on ARPA spending resolutions on Dec 14 – recorded and accessible on MAT website; PERA Exclusion Reporting - TOWNSHIP OF LUTSEN due Feb 28 2022 – will submit asap; texts regarding EMS payroll – contacted supervisors to schedule special meeting to review & approve claims; email from C Homyak to get electronic copy of payroll claim – sent; hone call re Dec 28 hall rental for anniversary reception – passed on info to Maintenance & need to move metal chairs out of town hall; Western Lake Superior Climate Resilience Forum - Registration opens January 10, 2022 see www.dnr.state.mn.us/waters/lakesuperior/lake-superior-climate-resilience-forum.html
- Copied Township Resolution 2021-10 to increase fire/ems benefit level for Chief Geottl for processing with S North at MN PERA
- Election notice for candidacy prepared for this and Jan 7 week. Reminder to Board for positions open.

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- Created and posted Notice of Special Meeting to review and approve 2021 4th quarter EMS payroll.

Treasurer's Report: A VanDoren.

- Balances as of November 30, 2021. NSFCU Business checking account is \$337,095.68 Building fund is \$35,651.81. At GMSB Operating General Fund Money Market \$50261.72, Checking is \$50,000; Fire/EMS Truck Fund, \$168,388.38
Total funds-- \$641,397.59 YTD Receipts \$377,808.74. YTD Disbursements \$236,495.38. These figures included interfund transfers. 2021 General Town Budget \$32,350; 2021 Fire District Budget \$190,000. Approved **2021 total Tax Levy** is \$222,350.00.
C Friesner made motion to accept the Treasurer's Report as presented. C Homyak seconded. Motion passed
- Treasurer noted that the 2nd levy payment was made as well as addl ARPA amount not claimed by other entities. Treasurer report copies are available in town office for review. The Cash Control statement was provided to the Board and agrees with the Clerk's data.
- Discussion continued on what Board should do with the current amount in NSFCU checking. With additional large expenditures expected. Further discussion will be at the next monthly meeting.

Review and Approval of Claims:

- Clerk Hexum-Platzer provided the invoiced November claims. Details: 11 claims for total of \$3,138,61 C Homyak made a motion to approve the claims as presented. C Friesner seconded. Motion passed.
- Clerk provided October quarterly board and fire payroll claims for total \$3,642.50. C Friesner made a motion to approve the claims as presented. C Homyak seconded. Motion passed.
- *At the Special Meeting December 23 the EMS 4th quarter payroll was reviewed and approved for \$4800. C Friesner made a motion to approve EMS 4th quarter payroll C Homyak seconded. Motion passed.
- Cash Control Statement for November was reviewed and compared to Treasurer's copy. 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

- Latest training was roof fire practice. Lutsen Fire Dept joined Schroeder and Tofte at Schroeder to train on electric vehicle fire issues.
- Lutsen hosted the County Fire Chief's meeting Dec 20. 10 were present and 10 joined on Zoom. Training options and grant opportunities were shared. The lead dispatch person and the County Sheriff attended as well.
- Retrofitting a rescue truck into a type 4 or type 6 truck would make it more appropriate for grass or forest fires. Since these events are of growing likelihood, the cost of \$15K to \$20 K is being considered. Donated funds to the department could defray those costs. One difference is that that truck would need to carry 800 gallons of water.
- Question about emergency kits in each truck: Duclos reported that a basic kit is in each truck.
- Goettl reported 36 calls for 2021. This is greater than any year since 2009. C Homyak asked about number of members in the department and whether new interested persons have continued. Only one is continuing at this point.

EMS Chief's Report: Chief Matt Kartes absent.....Assistant Chief Steve Duclos reported

- Five calls this past month.
- Elections for EMS officers will occur soon. Candidates: for assistant chief, Ben Belland [must complete EMT testing], Steve Duclos, and Kasia Schmidt; for Secretary: Tim Lien
- Firemen's Ball held at Moguls—good attendance [open to fire and EMS membrs and spouses or significant others]

Supervisor Reports:

C Friesner:

- Lumber and materials for the storage building is in but weather now preventing any planned work. Isak Hansen will send an invoice this week.
- Spoke with Clerk about needed Special Meeting this week to review delayed EMS quarterly payroll.
- Discussed with Chief Kartes and Clerk the overdue Sawtooth Pharmacy invoice. It was paid this month with details on June invoice to be provided.

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- Norland has been contacted but no bid provided to date. Staining park pump house will be delayed until Spring and promised by Duclos of Lutsen Land & Cabins.

L Cooper: absent No report

C Homyak:

- Insurance information is gathered. Clerk will share information she was asked to gather for Park amenities and Town Hall furniture/equipment.
- Any Worker's Comp questions that EMS or Fire personnel have should be directed to Homyak and he will attend their meeting to share answers.

Old Business:

- **Storage building shed update:** see above
- **Staining Park pump house and painting EMS bay doors: See above**
- **ARPA funding:** Information about costs of microphones and a larger screen tabled. C Homyak will provide next month. Ordering of ARMR radios is in process. No invoice has been received.
- **Workers Comp insurance data update- need numbers from Fire & EMS chiefs:** See C Homyak above

New Business:

- **Zoning concern:** Addressing prohibiting adult entertainment will be discussed further. Commissioner Storlie to provide information.
- **New tables for Hall?** Clerk shared condition of tables in town hall. Cost to be provided at the next meeting.
- **Move the metal chairs out of Hall making room for an Xmas rental: done**
- **Setting 2021 Audit and 2023 Budget meeting:** Audit meeting February 1 at 6:30 and Budget meeting at 7:00 Clerk will post this information

Donations: Weekes Family Foundation , Edwin Thoreson Inc, Cathedral of the Pines Camp, Dana Grosslein and Malachi Haugen Construction for donating storage building foundation labor and materials; C Homyak made a motion to accept the resolution noting these donations. C Friesner seconded. Motion passed. Treasurer VanDoren received the checks for deposit.

Citizen Comments: None

Adjournment: C Friesner made a motion to adjourn; seconded by C Homyak. Motion passed and meeting was adjourned at 7:55 p.m.

Respectfully Submitted, Sharon Hexum-Platzer Clerk C Friesner Chairperson