

Approved

Lutsen Township Board Meeting Minutes
January 18, 2022
Lutsen Town Hall

Present: Chris Homyak, Sharon Hexum-Platzer, , Ashley VanDoren, Ginny Storlie, Carl Friesner, Steve Duclos, 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 with additions. L Cooper seconded. Motion passed.

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

Approval of December 23 Special Meeting Minutes: C Friesner made a motion to approve the minutes. L Cooper seconded. Motion passed.

Commissioner's Report (Ginny Storlie):

- Commissioners approved a 3% tax levy for 2022.
- A tribal road, County Road 89, has been turned back to the Band for maintenance.
- County Auditor Powers shared various non county levy information. Lutsen for 2022: \$123, 271.
- County Hwy Engineer discussed ARMER radio costs and need for replacement. County will order 6 truck radios and 6 hand held radios. Storlie said Lutsen should have a plan since the radios life span of 7-9 yrsrs. Chiefs Kartes and Goettl said Lutsen already has done that with current order is for 1 truck radio and 6 radios which will need programming before we turn in those that will be replaced. Those are to be purchased with ARPA funds.
- A redistricting plan for a change of boundaries is being planned with the formation of a commission. The percentage of people in each of the districts will be reviewed. District 5 {Lutsen} seems to be okay.
- [Old Business: Schroeder 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 any needed next steps.]
- Storlie reported that her land line phone has not worked since Dec 17. Clerk reported the township phone has not as well. Problem is line between Lutsen and Tofte. Others noted that we need that line for 911 needs. Others noted the number of trees over the phone line.

Clerk's Report: S Hexum-Platzer

- Correspondence: Northeast Minnesota Region Housing Forum – Shared with B Gabler and C Homyak; Social Security 2021 Filing changes info – followed process; Climate Resilience Forum: Registration opens January 10, 2022 <https://www.dnr.state.mn.us/waters/lakesuperior/lake-superior-climate-resilience-forum.html>; call re lost checks – verified with MAT and did process; 2022 Boundary and Annexation Survey-forwarded to K Oberg at Cook County; PERA Annual Certification of Volunteer Firefighter Service 2022—forwarded to Chief Goettl; request for art & sculpture for an anniversary gift – forwarded to G Mueller; multiple paid invoices t=for Norton products – need to find out how to block them; request for Annual Election candidates from Cook County Herald Greg W – sent response on Jan 11 after 5 p.m.; IRRRB request for pic and review of story for News story on Downtown Streetscape grant for Lutsen Town sign—sent response and picture; town hall rental requests –processed; Request for a copy of the 2008 Town Plan that indicates a bike trail from the ski hill area to downtown Lutsen through private properties and US Forestry segments – responded that plan is on website under Town Plan tab with a more recent 2019 plan.
- Minutes from Special Meeting approved....on file in town office
- Reminder of Audit Meeting Feb 1 6:30 and Budget meeting at 7:00 p.m. Clerk will post notices
- Processed 1099's, Employee w2s, Federal & State Withholding; MATIT yearly Audit of payments and contractors

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Treasurer's Report: A VanDoren.

- Balances as of December 31 2021. NSFCU Business checking account is \$338,317.01 Building fund is \$35,654.84. At GMSB Operating General Fund Money Market \$50262.14 GMSB Checking is \$50,000; Fire/EMS Truck Fund, \$168,389.81. **Total funds**-- \$642,623.80 YTD Receipts \$386,615.63. YTD Disbursements \$247,225.38. 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. L Cooper seconded. Motion passed
- Treasurer noted that the receipt of some addl funds: hall rentals, agricultural credit, etc. Treasurer report copies are available in town office for review. The Cash Control statement was provided to the Board. Clerk noted it does not agree with Clerk data because with lost payroll check, Clerk had voided those for December and Treasurer had not done that before the documents were prepared for the meeting.
- Discussion continued on what Board should do with the current amount in NSFCU checking which insures \$250 K. Since we are above that and with additional large expenditures expected further discussion /decision was tabled until the next monthly meeting.

Review and Approval of Claims:

- Clerk Hexum-Platzer provided the invoiced December claims. Details: 16 claims for total of \$7,841.22. This includes Federal 4th quarter withholding for \$3063.12, MN withholding for \$288.57 and the payment of the missing payroll check. C Homyak made a motion to approve the claims as presented. L Cooper seconded. Motion passed.
- Clerk provided payroll claims for total \$1,978.75. C Friesner made a motion to approve the payroll claims as presented. L Cooper seconded. Motion passed.
- Cash Control Statement for December 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 stated there were 37 fire calls for 2021. 2 recent calls included a chimney fire and one false alarm both from a local resort
- Fire department election included S Duclos as assistant fire chief and Henry Walsh as captain.
- Retrofitting a rescue truck into a type 6 pump & tank fire truck costs were provided by S Duclos. Discussion included the use of this refitted truck for brush, wild land and other types of fires. With the use of this truck for USF and County fires elsewhere, the retrofit would pay for itself. [E.G. Greenwood Fire.] Equipment can be transferred to other trucks as well. Duclos will check on the warrantee info and decision tabled until the February meeting.
- 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

- 68 calls for 2021.
- Elections for EMS officers include assistant chief, Ben Belland who completed 180 hours of EMT-B training as required to be considered for the position, Steve Duclos declined candidacy and will focus on Fire department work, and Tim Lien elected as secretary. C Friesner motioned to accept these officers for the department. L Cooper seconded. Motion passed. C Friesner thanked S Duclos for his past service as did Chief Kartes.
- Training January 17 included use of the 12 lead equipment.
- Kartes added a reminder that 2 members of the 11 were trained in 2021. 9 of the members will be trained this year with a in-person option which provides more hands on and discussion with those who would be on a call together. Depending on Covid and room needs, other township ems departments might be invited to the training as well.

Supervisor Reports:

C Friesner:

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- Lumber and materials for the storage building is in but weather now preventing any planned work. Isak Hansen has not sent invoice to date.
- Received call from US Senate office regarding Lutsen Township not receiving the \$50 K direct spending and that we may be included in future funding.. C Friesner will forward that info to town clerk for file.

L Cooper:

- Shared absence for last month was illness and no other info to report

C Homyak:

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

Old Business:

- **Storage building shed update:** see above
- **New tables for Hall:** Costs shared by clerk. L Cooper will look for better cost options.
- **ARPA purchase information update**—monitor, microphone[s]—tabled until next month. C Homyak will provide next month. ARMR radios order is in process. No invoice has been received.
- **Workers Comp insurance data update- need numbers from Fire & EMS chiefs** completed –see above
- **Zoning concern:** Addressing prohibiting adult entertainment will be discussed further. Commissioner Storlie to provide information.

New Business:

- **Order additional storage shelves for kitchen in town hall and a 6 foot ladder for town hall.** Clerk explained need with more groups using the hall. C Friesner made the motion to purchase these items. L Cooper seconded. Motion passed L Cooper will find shelf costs to be provided at the next meeting. C Friesner will get the 6 foot ladder at Hansen Hardware.
- **Additional temporary use of town hall by Bone Builders on Wednesday mornings:** S Hexum-Platzer explained that with Covid at Tofte Community Center, this additional use would be for 10 am to 11 am on Wednesdays. L Cooper motion to use the hall for that purpose. C Homyak seconded. Motion passed.

Donations: None

Citizen Comments: C Homyak asked if Fire Department would do a walk through regarding a pre plan for fire protection. Chief Goettl explained that this option is available for businesses and would schedule this opportunity.

Adjournment: C Friesner made a motion to adjourn; seconded by L Cooper. Motion passed and meeting was adjourned at 8:05 p.m.

Respectfully Submitted, Sharon Hexum-Platzer Clerk C Friesner Chairperson