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**Lutsen Township Board Meeting Minutes**  
**January 17, 2022**  
**Lutsen Town Hall**

**Present:** Sharon Hexum-Platzer, Matt Kartes, Ashley VanDoren, Car Friesner, Samantha Mcquatters-Spangle, Paul Geottl, Ginny Storlie, Chris Homyak, Tom McClear

**Call to Order:** Meeting called to order by Chairperson, C Friesner at 7pm.

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

**Approval of Agenda:** C. Friesner made a motion to approve agenda, C Homyak seconded. Motion passed.

**Approval of December Meeting Minutes:** C Homyak made a motion to accept December meeting minutes, C Friesner seconded. Motion passed.

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

- 1<sup>st</sup> Tuesday commissioner meeting of the year including introducing new commissioner Deb White and deciding job duties and committee duties.
- Talks with Mike Keyport and MN Cook County emergency planning and power loss. Places such as North of Caribou Trail to Cascade were without power for 29 hours during the windstorm and freeze before Christmas day. Detailed directions and presentation for preparation is being constructed by the emergency management for citizens. When completed it will be available on the Cook County Government website and presented by Cook County commissioners.
- Public Health and Human Resources report covered talks with DNR representative about chronic wasting disease in deer. The closest deer farm is located in Tower MN; 130 farms currently in MN. Currently if a deer is found with chronic waste disease a yellow tag is placed in the ear of the deer to alert the public; test kits are also available to the public.
- Gitchi Gami letters of support sent to DNR for a grant application will carry the trail from past Arrowhead Electric, over an unnamed creek that will require a 100 foot length bridge, and bring the trail into Lutsen at Steam Engine Road. Estimates for this bridge are coming in high at about \$1M, plus additional costs for the 1300 or so feet of additional trail. For this reason, the MN DNR is seeking the amount of \$600,000 maximum allowable for this grant.

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

- A. **Correspondence:** 6 call regarding fire questions delegated to Paul; 7 new town hall rentals booked including ECFE classes; wrote and submitted town board's approval of Paradise Park Mobile Home evacuation plan; March election preparation for 2023; Office open for candidacy applications Jan 12, 2023; District 10 rep shared concerns over MAT operations- forwarded to supervisors; disputed bill with Sawtooth Pharmacy that was already paid; worked with Comcast to repair phone lines; Township Day at the Capitol information forwarded to supervisors; The 2023 Summary City and County Budget Form is now available through SAFES as well as CTAS 2023 available through SAFES; PERA Annual Certification of Volunteer Firefighter Service 2023 forwarded to Paul; American Flag Half-Staff Days for 2023 forwarded to Paul; Invitation for you to participate in regional resilience action - Smart Salting for Leaders- forwarded to supervisors; Cook County Subdivision and Zoning Ordinance Proposed Amendments- forwarded to supervisors; letter or email of support for a

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Gitchi-Gami Trail Association extension in Lutsen- forwarded to supervisors; MnDOT performed a speed study on Highway 61 through Lutsen- letter forwarded to supervisors; New Culture & Tourism grant application now open; 2023 Boundary and Annexation Survey open;

- B. Sharon completed Federal and State taxes; 1099's submitted
- C. MATIT's 2022 WORKERS' COMPENSATION PAYROLL AUDIT PROCESS completed by Sharon
- D. Review of March election process and notifications posted
- E. Treasurer and Supervisor candidacy position applications filed; Both incumbents are re-running

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

Balances as of December 31, 2022. NSFCU Business checking account is \$382,438.92. General Building fund is \$35,690.51. At Grand Marais State Bank Operating General Fund Money Market is \$50,267.17; GMSB Checking is \$50,000; Fire/EMS Truck Fund \$193,408.37; Total Funds— \$711,804.97; YTD Receipts \$274,073.47; YTD Disbursements \$234,425.84; General Town Budget \$28,700.00; Fire District Budget 166,745.00; 2022 General Town Levy: \$20,500 and Fire District Levy \$136,000: Approved 2022 total tax Levy is 156,500.

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

- Lutsen building loan amortization schedule presented and currently on file

**Review and Approval of Claims:**

- Clerk S. Mcquatters-Spangle provided the invoiced January Claims. Details; 15 claims for a total of \$51,272.63 This included a two-year building loan payment in the amount of \$38,790.72, Federal withholding in the amount of \$2,452.41 and Minnesota Withholding in the amount of \$169.26.

C. Friesner made a motion to approve claims, C. Homyak seconded. Motion passed.

- Clerk provided January payroll Claims for a total of \$1,455.00. C Friesner made a motion to approved payroll. C. Homyak seconded. Motion passed
- Cash Control Statement for December 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:

- 34 total fire calls for 2022 in comparison to 37 total calls for 2021
- Placed an order for Firefighters wetland gear in conjunction with 50/50 grant
- Submitted annual PERA certification for Firefighting crew
- Visited onsite location of Lutsen Resort upgrade to reaffirm fire safety features
- Meeting fire marshal to review potential issues with logging establishment in Lutsen
- Firefighters' secretary election held: Greg Muller won secretary position
- Firefighters' caption election held: Tim Lien won the 2-year position
- Training included cleaning out fire hall, inventory and review of equipment

**EMS Chief's Report:** Matt Kartes:

- Specific call including sectioning off a portion of highway 61 to help an injured person
- Election held for EMS chief: Matt Kartes won as incumbent
- Election held for EMS secretary: Tim Lien won as incumbent

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- 4 additional calls received for the 2022 calendar year.
- **Currently the Lutsen EMS is short of staff and seeking any individual interested in training; if interested please contact [lutsentownship@gmail.com](mailto:lutsentownship@gmail.com) ; Fire Chief Paul Geottl or EMS Chief Matt Kartes**

**Supervisors Report:**

**C Friesner:**

- Spent 3 days of labor hours continuing the Townhall shed build including installing doors and locks
- Tentatively awaiting word on locksmith to replace townhall locks

**L Cooper:**

Not in Attendance

**C Homyak:**

- Contacted John Twiest in regards to possibly directly powering speed signs for reliability instead of solar power.
- Planning to attend Capital Day for township personnel in Minneapolis on Feb 1<sup>st</sup> and 2<sup>nd</sup>.
- Sent letter of support for the DNR Gitchi-Gami trail grant.
- Applied and elected to Gitchi-Gami trail board

**Old Business:**

- **Storage shed to continue build: storage shed doors have arrived and installed. Electrical will wait until spring.**
- EMS truck insurance claim awaiting assessor and rental truck availabilities; **C Homyak will contact MATIT insurance on updates.**
- Skinner, Larson cartway; L. Cooper contacted an appraiser on behalf of Lutsen Township, currently awaiting proposal to continue cartway process.
- New locks and keys for Township building- **C Friesner will contact locksmith Patrick Reeves.**
- Relocation of 40MPH speed signs; **letter of response received and stated** "MN Dot completed a speed study to determine the appropriate limits of the reduced speed zone through Lutsen. The request was to expand the existing 40 mph zone to west of Alta Mikana and the to east of Caribou trail/ County road 4. The results of the study indicate that no changes to the limits of the speed zone are recommended at this time." Full letter of response is on file at Lutsen Townhall. **Supervisors have decided to go the direction of contacting officials to inquire of directly powering the speed signs to better enforce the slower speed limit.**
- MN DOT bike trail walk October 27, 2022 update; awaiting summery of walk.
- Culture and tourism grant: Historical marker currently being researched and designed; new items to be ordered in congruence with the accepted grant.

**New Business:**

- Consideration to make Lutsen Township suitable for emergency center; generator purchase discussion on different types available, prices, placement and different companies. Fire and EMS started research on generator purchase and heating options in cases of emergency for the local community. Discussion ensued of what is needed to qualify as an emergency shelter and contacting different officials on needs and procedures. Ginny Storlie agreed to review this new topic and possibilities.

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- Change current phone service from CenturyLink to broadband due to multiple service issues. **Clerk agreed to research broadband services and contact officials on requirements needed.**
- Possible compensation for labor working on Townhall shed building: C Friesner rejected monetary compensation; a plaque was suggested instead.
- Approve election judge candidates: Requested personnel are Sharon Hexum-Platzer, Samantha Mcquatters-Spangle and Leah Ekstrom. **C Friesner motioned to accept these candidates, C. Homyak seconded. Motion passed.**
- Purchase of hand-held vacuum for townhall cleaning: C Friesner made a motion to approve this purchase, C. Homyak seconded. Motion passed.
- **LBAE meeting date request of May 16, 2023 5pm-7pm** from Mr. Thompson. C Friesner motioned to accept that meeting date. C Homyak seconded. Motion passed.
- Rate request for longer term weekly rental: It was decided to continue at the normal residential rate and deposit.

**Donations:** Cathedral of the Pines Camp, Shari Denniston, Lockport INC and Joann Peters/Kent Swanson C Friesner made a motion to accept the donations, C Homyak seconded. Motion passed.

**Citizen Comments:** Lutsen Trail breaker representee S. Hexum-Platzer requested a donation of 10k to help in replacing a downed bridge bordering DNR and US forest service. The new bridge will need to be 80 feet in length and estimated at \$400k-\$500k. DNR offered to combine two salvaged bridges and sell to the trail breakers. With addition grants and funds being looked into trail breakers is requesting a donation of \$10k to replacement this bridge on one of the busiest trails that they maintain leading into Lutsen. **Supervisors agreed to review this request**

**Adjournment:** C Friesner made a motion to adjourn; seconded by C. Homyak. Motion passed and meeting was adjourned at 8:19pm

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