

Draft

**Lutsen Township Board  
2022 Budget Planning Meeting Minutes  
February 2, 2021  
Lutsen Town Hall**

Due to the Emergency declared by Governor Walz under MN Statutes Chapter 12, the Health Pandemic that is Covid 19 labeled by the CDC and orders declared by MN Executive Order 20-20 the following meeting shall be conducted entirely through teleconferencing or other electronic means.

**Present via Zoom:** Sharon Hexum-Platzer, Paul Goettl as Deputy Treasurer and Fire Chief, Carl Friesner, Lollie Cooper, Colleen Brennan, Matt Kartes

**Call to Order:** Meeting called to order at 6:45 by Chairperson C Friesner.

**Pledge of Allegiance:** The Flag was presented, followed by the Pledge of Allegiance.

**Approval of the Agenda:** The agenda was reviewed. C Friesner made a motion to approve the agenda and was seconded by L Cooper . The motion carried unanimously.

**Business: Review of 2021 General Budget and Planning of Proposed 2022 Budget**

**Review of 2021 Fire and EMS Budgets and Planning of Proposed 2022 Budget**

- Deputy Treasurer Paul Goettl explained the categories—General Administration includes half of the expenditures of the board payroll as well as specific township costs. Fire Administration includes the second half of the above and full costs for Fire/EMS as well as specific costs for the entire fire district which is more than the township boundaries.
- He noted Treasurer Ashely VanDoren’s excellent preparation documents for this meeting who was not attendance due to baby’s birth two days prior. He proceeded with filling in column of amounts as he asked supervisors/clerk questions on current costs and their suggestions. The budget draft for 2022 levy is available at the Town office.
- General Administration, Fire Administration Fire, and EMS, Building payment, Truck Fund, PERA impact the proposed budget. Historical budget data was reviewed -- supervisors, fire chief, and ems chief reviewed the data line by line for each of the budget categories. C Friesner reminded Chiefs Goettl and Kartes that last year they plan possible needs and plans for fire department equipment, building maintenance and possibly adding personnel. Both chiefs plan to complete more specific future capital costs with Treasurer before August continuation meeting for any final budget plans/changes.
- Final donations were not included in the General Administration category since additional donation requests remain to be presented and reviewed/voted by the public during the Annual Town Meeting March 9.
- Note that changes to budget are possible at the continuation of annual meeting in August by which time a half year of expenditures would indicate any other budget needs. All information should be presented at the March 9 Annual Township meeting including any requested donations/appropriations for which the residents can comment and vote upon for support. The March 9 Annual Meeting will no doubt be virtual this year due to Covid restrictions on group size and 6 ft spacing.
- **Total proposed** 2022 budget [without total donations/appropriations] is **\$193,945**. [General Administration: **\$28,200** which does not includes additional election costs to the Township which occur every odd numbered year; Fire Administration: \$32,750. A cost for repainting EMT bay doors for 2022 is included; Fire now combines Fire Dept & EMS Dept: \$88,600. Future department costs will be further investigated before a final budget amount.] Additional costs include the yearly payment for the Town/Fire Hall building loan and a yearly payment for new truck replacement. Details for each category are available in the Township Office.
- Deputy Treasurer Goettl then proceeded to share monetary sources for funding that can actually reduce the town’s levy amount. The current proposal for the budget is proposed to the town residents. He further reminded/explained that town residents approve the budget total and that township supervisors determine the actual expenditures.
- Chairperson Friesner said further discussion of proposed budget is tabled until Annual Town Meeting.

Citizen Comments: None

**Adjournment:** C Brennan made a motion to adjourn the meeting, seconded by C Friesner.; motion carried unanimously. Meeting adjourned at 7:34 pm.

Respectfully Submitted,

Sharon Hexum-Platzer Township Clerk

Carl Friesner Chairperson