

Approved

**LUTSEN TOWNSHIP
ANNUAL TOWN MEETING MINUTES
March 9, 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 was conducted entirely through teleconferencing or other electronic means. The public joined by using the link or phone call provided on the lutsentownship.com website home page.

Present: Sharon Hexum-Platzer, Carl Friesner, Judy Motschenbacher, Matt Kartes, Collen Brennan, Paul Goettl, Ashley VanDoren, Chris Homyak, Lollie Cooper, Ginny Storlie, MNDNR representatives: Kent Starr, Oliver Lui, Jon Hendrickson, Kevin Johnson

Call Meeting to Order: 2021 Annual Town Meeting called to order by Clerk S. Hexum-Platzer at 8:05 pm.

Nomination from the Floor for Meeting Moderator: S Hexum-Platzer opened the floor to nominations for meeting moderator. Judy Motschenbacher was nominated by L Cooper and seconded by C Brennan. All voted in favor raised their hands or indicated via digital signal for the selection, no objections. J Motschenbacher accepted the nomination and assumed the position of meeting moderator.

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

Reading and Setting of Agenda: With the representatives from the DNR wishing to present an update on the Gitchi Gami trail and that Commissioner Ginny Storlie would need to leave meeting for other town meetings, the DNR would present after Commission Storlie, C Brennan made a motion to approve the adjusted agenda and L Cooper I seconded. Motion carried.

Commissioner G Storlie report: She shared the resignation of the Firewise Coordinator Ambruster. The grant for this service is expiring and the plan is to continue the service at a cost of \$71,700. Public Health reported new Covid cases with the County at new total of 121. The virtual meeting with Legislators included info from Sen Bakk who reported money coming to those areas in the State that need Broadband. Further work needs to occur on the PPE accepted by businesses as tax free but in MN it is not so changes are being discussed. Rep Eklund is working on support for veterans including issues of restorative justice and health needs. Storlie's role in County union contracts included negotiations and mediation. The unions are highway, County administration, and law enforcement. Each are settled and future plan is to make these a 3 year contract. She finished her report with a thank you to Supervisor Colleen Brennan for her service.

Update on Gitchi Gami Trail plans: Representatives from the Two Harbors Region 7 office reported O Lui provided overview that 2022 is slated for the construction of the trail from Ski Hill Road to Lutsen with funding coming from Transportation federal funding of \$600,00 in 2017 with an addition \$500,000 from State bonding. However no design has been completed to date. There is no terminus selected at this time and it appears it may be just to Arrowhead Electric and not to downtown Lutsen. Land acquisition is part of this plan's need. K Starr said the design will take place in 2021 and final approval of the design by April or May of 2022. The design will include a trail to Caribou Trail but construction length and terminus is based on funding alternatives. O Lui added that bonding efforts in the Legislature including a 1.5 million dollar additional amount for this segment are being sought. J Motschenbacher asked if the DNR had considered Safe Schools monies since students must walk to Clearview to board the school bus. Answer: No the DNR had not considered that source of funds. C Homyak asked about right-of-way issues that the Trail construction would involve. J Hendrickson said the right of way is easier near Ski Hill Road but it varies in and through Lutsen from 50 to 100 feet. With no further questions, Lui noted that the DNR will keep the residents of Lutsen updated on next steps.

Reading and Approval of 2020 Annual Meeting and Continuation of Annual Meeting Minutes. Provided online and in hard copy at the election site: L Cooper made motion to waive the reading and approve the minutes as presented. C Brenan seconded. Motion passed.

Review of Audit Report for 2020. These data were posted and shared visually as required. With documents shown, no oral reading of the data was done. Audit summary data for fiscal period January 1, 2020 through December 31, 2020 reviewed and approved by Supervisors: Beginning Balance: \$476,847.90, Total Receipts: \$339,860.10, Total Disbursements: \$317,775.63, Ending Balance: \$501,973.21 with \$3040.84 in outstanding uncashed checks. [Note: The Disbursements and Receipts included moving funds from checking to Truck Fund and separating the Truck Fund from Operating Money Market Fund thus duplicating some monies] The foregoing summary of receipts and disbursements, as well as the itemized statement of the Receipts Register, Cash Control Statement, Statement of Indebtedness, and the itemized statement of the Disbursements Register inclusive; have been examined and audited by supervisors and were approved 2nd day of February, 2021. All claims and receipts are located in the town office and available for review.

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Access to Review of 2020 Board of Audit Meeting Minutes and Review of 2020 Board of Appeals and Equalization Meeting Minutes. Since each of these were available online and having been reviewed and approved at previous Regular Board meetings, no other action was taken.

Motions to authorize Board actions – [E.G. MN Statute 365.10 donation allowances] Donation Requests: Clerk Hexum-Platzer offered to read the requests and noted the supervisors had added the amount for a Fall Celebration. Moderator Motschenbacher suggested addressing the donations in one motion. L Cooper made a motion to authorize the Board to accept the donation requests. C Brennan seconded. The motion passed by raise of hands or digital signal.

1. Lutsen Junior Alpine Ski Team for 2022 - \$ 1500
2. Tofte Township for July 4, 2022 Fireworks Display - \$1500
3. Funding to support Lutsen Community Fall Celebration - \$ 300

Proposed 2021 Township Budget Treasurer VanDoren first explained that the Proposed Town Budget planned on February 2 with the supervisors, the Fire and EMS chiefs and Deputy Treasurer Goettl. Using the budget handout, she explained the General Town Budget includes township expenses and the Fire District Budget includes items that impact the entire fire district and includes Fire and EMS departments now under one budget. She noted a specific changes for 2022 and which 2021 costs no longer apply since they were paid in 2020.

She provided details for building maintenance and other fire budget items: yearly Building Loan payment to Cook County [approximately \$19000] and the Truck Fund which is 25,000 per year. Treasurer VanDoren explained the reduction in the total levy with expected donations and other funding provided as a source of additional funds. Some of these sources are state grants/aids, donations, hall rentals. C Homyak asked about changes in building maintenance cost that appear to occur every two years. Treasurer VanDoren clarified in 2020 that amount included the restoration of the town hall floor and down payment for the storage building to be completed spring 2021. Clerk Hexum-Platzer explained the previous 2018 amount included painting of the Fire and Town Hall structure. Moderator Motschenbacher asked what amount is in the general checking fund since it seems high. VanDoren provided current amounts for the upcoming March meeting: Truck Fund is \$168,375.70, Building Fund is \$35,624.94 and General fund total is \$312,698.91. Motschenbacher added that these general fund monies must cover at least 6 months of expenses until first payment of levy is paid to Lutsen from the County in June. Second levy [taxes] payment is usually paid to Lutsen in December each year. P Goettl said that VanDoren had given clear and concise information and explained that in the past two years, the goal was to hold the fund balance as flat and not raised considering just the must-have needs and not build/increase funds. C Homyak asked which accounting year is used. Answer: Calendar year Jan-Dec.

Current 2022 budget plan: General Budget-Township is \$28,200, Fire District Budget, \$32,750, Fire/EMS Budget is \$88,600. Other Fire Budget [yearly payments] \$44,395. For a total fire district budget of \$165,745. Combined 2022 budget of \$193,945. However with expected our source funding the levy is less. See below.

Preliminary setting of 2022 Levy: Total proposed tax levy/budget [including recommended donations, and other yearly payments] is \$155,000. This budget can be reviewed after 6 months finances are checked and accepted/changed at a Continuation meeting in August. A complete copy of the 2022 budget plan is available in the Town office.

Annual Town Election Results: From Head election judge Leah Ekstrom, Clerk Hexum-Platzer provided tentative election results; For 3 year supervisor position with no candidate running there were 6 write-in's with C Homyak receiving 17 votes. There were 6 blank ballots for that position. For the 2 year Treasurer position, incumbent Ashley VanDoren received 26 votes; one write in and two blank ballots. 29 residents voted

Other Business/Citizen Comments: Moderator Motschenbacher thanked C Brennan for stepping up for a year's service as supervisor.

Set next Annual Meeting Date: C Friesner made a motion to set the next Annual Meeting location to be Lutsen Town Hall on March 8, 2022 at 8:05 pm. L Cooper seconded. Motion passed.

L Cooper made a motion to **Continue Annual Meeting to Finalize 2022 Tax Levy** August 17, 2021 at 6 p.m. C Brennan seconded. Motion passed.

Note: Minutes are not word-for-word. A tape of the entire meeting is available in the town office.

Respectfully Submitted,

Sharon Hexum-Platzer
Lutsen Town Clerk

J Motschenbacher
Meeting Moderator

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CONTINUATION OF ANNUAL LUTSEN TOWN MEETING August 17, 2020
Lutsen Town Hall
Minutes

Call Meeting to Order/Reconvene 2021 Annual Town Meeting: Clerk Hexum-Platzer called meeting to order at 6:02

Attendance Sharon Hexum-Platzer, Carl Friesner, Ashley Van Doren, Ginny Storlie, Chris Homyak

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

Nomination from the Floor for Meeting Moderator: C Friesner nominated Sharon Hexum-Platzer as moderator. C Homyak seconded. All approved

Setting of Agenda: Moderator S Hexum-Platzer asked for motion to approve agenda. C Friesner motion to approve agenda. C Homyak seconded. Motion passed.

Reading of Treasurer's Report: Clerk Hexum-Platzer read June Treasurer report which indicates 6 month spending budget status. Balances as of June 30, 2021: Business checking account is \$277,721.76 Building fund is \$35,636.86. Operating General Fund Money Market \$75,258.56, Fire/EMS Truck Fund, \$168,381.33 Total funds-- \$556,998.51. YTD Receipts \$156,227.63 which includes first half of levy. YTD Disbursements \$98,417.20 [include transfer of \$25,000 to truck fund]. Clerk explained that both of YTD figures include those transfers monthly and reflect town monies. 2021 General Town Budget \$32,350.00; 2021 Fire District Budget \$190,000.00. Approved 2021 Tax Levy is \$222,350.00.

Lutsen Town Sign-Celebrating Completion: Clerk Hexum-Platzer shared IRRRB grant request for the sign. 2004 Lutsen Town plan included such a sign. Other communities paid over \$20 K for theirs and current cost would now have been almost \$25K. With the 50-50 grant cost sharing and donations by the residents and Lutsen businesses/artists involved the total cost was just under \$13,000 with the township's cost half of that amount. Clerk Hexum-Platzer shared those who contributed: Arrowhead Electric [John Twiest] for location of the sign, permissions from Lutsen Cemetery group for clearing a portion of the property where Native cemetery is located identified by Alta McQuatters who also provided her support of the sign design, Peter Hall for large trees cut, Scott Platzer & Sharon for clearing the other trees and brush at the sign location, MacMillan Tee Service for removal of all tree & brush debris, Isak Hansen for berm installation, Dave Woerheide [Border Design] for sign painting, timber carving and sign installation, Greg Mueller [Mueller Studio] for metal work which represents our Sawtooth Mountains, Matt Kartes [Lutsen Landscaping] for the rock work around the sign & berm. Each of these entities donated part or all of their work. Clerk Hexum-Platzer made a motion to dedicate the sign: Lutsen Township dedicates the Lutsen town sign to all those people who first came to Lutsen area, to those who have made Lutsen their home, and to those who visit our community. After discussion of including names of those first settlers, and note that the history is given on the home page of Lutsen's website, the motion was seconded by C Friesner. Motion passed.

Review of Proposed 2022 Budget and any changes/updates: Treasurer A VanDoren reviewed the 2022 proposed budget. [Copies available in town office.] General Administration-- \$28,200; Fire Administration -\$32,750; Fire & EMS Department -\$88,600; Set payments [includes Building Loan, Truck Fund and possible PERA] -\$44,395. Total combined budget is \$193,945. A VanDoren shared that this total levy could be reduced since sources of funds including property taxes, surplus funds, and usual state grants and aids, hall rentals, donations the total 2022 Budget

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for a Levy amount can be reduced to \$155,000. Hexum-Platzer asked Supervisor Homyak to explain how insurance costs might impact the budget. C Homyak explained that an inventory needs to be completed and that replacement costs could increase costs. After a discussion about some current identified needs, C Friesner made a motion to add \$1500 for additional insurance costs separated to the three major funds that would increase the proposed tax levy to total of \$156,500. C Homyak seconded. This would mean the General Town budget would be \$28,700, The Fire District budget at 166,745 with a combined budget of \$195,445. With no further discussion, Moderator Hexum-Platzer called for a vote: Motion carried.

Finalize 2021 Lutsen Township Levy: C Friesner made a motion to finalize 2022 Lutsen Township levy at \$156,500 indicating the additional \$1500 for increased insurance costs. C Homyak seconded. Moderator Hexum-Platzer called for a vote. Motion carried.

Setting location and time of 2022 Election and Annual Meeting: The Election is 5-8 p.m. on March 8, 2022 at Lutsen Town Hall. Annual Meeting will follow at 8:05. Motion carried.

Adjournment: C Friesner made a motion to adjourn the 2021 Annual Town Meeting. C Homyak seconded. Motion passed. Meeting adjourned at 6:30 p.m.

Submitted: Sharon Hexum-Platzer

Moderator S Hexum-Platzer