

Approved

Lutsen Township Board Meeting Minutes
October 19, 2021
Lutsen Town Hall

Present: Chris Homyak, Sharon Hexum-Platzer, Lollie Cooper, Ashley VanDoren, Ginny Storlie, Carl Friesner, Matt Kartes, Samantha McQuatters-Spangle, Paul Goettl, Brandon Gillespie, Bruce Martinson

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 and C Homyak seconded. Motion passed.

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

Commissioner's Report (Ginny Storlie):

- Storlie introduced guest GGTA representative Bruce Martinson who spoke suggesting township send letter requesting limited use permit from MNDOT for the frontage road/old highway from Lutsen town center to the east. He shared reason: to get the bike trail to Caribou Trail and beyond with others still able to use it. The request is that roadway become a multi-use trail which is how it is used but has never been identified as such. This would enable DNR to use the right of way for that trail. Martinson provided Chairperson Friesner with map, suggested wording, and samples. See action below.
- Levy discussed and the amount will be 4.5% but could be lowered to 3%
- Storlie shared information about the building projects in Tofte: Bluefin and Sawbill Village. Both will have retail and housing. After a public hearing, commissioners will decide on tax abatement for these plans.
- Commissioners supported the action to prohibit additional deer farms in MN as well as accepting deer from other states to help prevent chronic wasting disease in deer and cattle.
- She noted that bottom of Sawbill Trail pothole has been fixed working together with MNDOT and County Highway Dept
- Housing Authority board has been established with representatives from each district selected. Next a job description will be created and a director chosen.
- Lutsen Mountain Ski Hill Expansion: Storlie reminds all to provide comment by Oct 25. [See our website for options]
- Public Health director shared Covid update. County currently has 261 cases with last 32 being those under the age of 18. Vaccine and boosters are available. Contact Sawtooth Mountain Clinic.
- Retirements and replacements: Planning & Zoning-Bill Lane retired and a person from Lake County will take that position; Human Relations Pam Dixon retired and Leah Ekstrom will be lead in HR; Community Center director Diane Booth retired and Sarah Waddle will replace her.

Report: S Hexum-Platzer

- Correspondence: Lake Superior Coastal Erosion Local Government Workshop –forward to others since meeting was for evening of 9.28; Cook County Hwy Dept letter verifying no. of road miles and 0.0 miles – completed; September newsletter –includes updates and link to District 10 virtual meeting recording; Northspan Inc Child Care Summit Nov 10 9-11am and other information– forwarded to supervisors and placed website as link; MN Housing loosing single family leader – placed link to apply for position on website; several/varied emails regarding ARPA funds application extension/reminders – no action since we applied; Email request for boundary update – sent to K Oberg at County who sent map drawing to person with a copy to us; Zoning question on Sawmill Bay property – forwarded to T Nelson at Land office in County who responded to new owner & us; phone call from B Martinson re ARPA funds and bike trail to Caribou Trail on “old road/service road” portion –see New Business; GMSB-S Roy email regarding insured funds...over by \$20K –New Business; Century Link established Township is government entity – still working on removal of local and state tax cost; 9.30.21 from April 1 2020 count: Township Census

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information: Total population 537, Housing Units 901; Occupied Units 262; Vacant housing units 639 –asked Auditor Powers to clarify those last vacant housing numbers. [S McQuatters-Spangle added that several census forms were left with housing for Cascade Vacation Rentals and none of those were returned.]

- Sent letters of support for those requesting liquor license renewal
- Sent reply regarding Park overnight parking –occurred Oct 2
- Processed pay for Greenwood fire fighters
- Completed ARPA check for maintenance worker’s extra pay ... see claims
- County Highway verified that township is responsible for 0 [zero] miles.

Treasurer’s Report: A VanDoren.

- Balances as of September 30, 2021. Business checking account is \$269,473.03 Building fund is \$35,645.85. Operating General Fund Money Market \$100,260.52, Fire/EMS Truck Fund, \$168,385.57. **Total funds--** \$573,764.97. YTD Receipts \$230,971.02. YTD Disbursements \$163,461.25. These figures included \$50K in interfund transfers. 2021 General Town Budget \$32,350; 2021 Fire District Budget \$190,000. Approved **2021 total Tax Levy** is \$222,350.00.
L Cooper made motion to accept the Treasurer’s Report as presented. C Homyak seconded. Motion passed
- Treasurer VanDoren provided specific data on monies received and expenditures for September including the second half payment to North House Folk School. The document shows expenditure amounts compared to the budget.
- Treasurer report copies are available in town office for review.
- Treasurer explained that after an email from GMSB notifying us of overage of insured amount, she clarified what actions we can take. NSFCU does not have an issue with the overage in those accounts. GMSB gave options. We could pledge securities which takes additional paper work and costs. Since \$250 K is allowed in multiple accounts. Currently we have more than that in savings money market. We could open a GMSB checking account. After discussion of how to pay out additional money for building loan or investing, decision is to move monies to a GMSB checking for now and review pay down loan option later. L Cooper made motion to open and transfer money to a new GMSB checking account. C Friesner seconded. Motion passed. Treasurer VanDoren will do this transfer.

Review and Approval of Claims:

- Clerk Hexum-Platzer provided the invoiced September claims. September 30 second half for storage frame [\$4165] to North House Folk School processed separately to meet end of quarter deadline. Additional Details: 14 claims for total of \$10,101.25 which includes payments for Federal and MN withholding taxes and Fire Dept fitness testing. C Friesner made a motion to approve the claims as presented. C Homyak seconded. Motion passed.
- Clerk provided Firefighter mutual aid pay for Greenwood Fire and September regular payroll claims for total \$4550.50. C Friesner made a motion to accept payroll claims as presented. L Cooper seconded. Motion passed.
- Cash Control Statement for September was reviewed and compared to Treasurer’s copy. Supervisors signed document which is on file.
- Claims approval and Payroll distribution signed by Supervisors; copies are on file in the town office.

Fire Chief’s Report: Chief Paul Goettl

- 2 Fire calls included a false alarm, one car accident
- Training has included ladder, evacuation, ventilation and radio communication.
- SCBA fitness test results. Test is to evaluate use of device for interior fires: all 15 members tested-14 full capability; 1 given hour time limit which is a long time for an interior fire event
- Radio on rescue truck cannot be repaired. Replacement cost will be about \$3000
- Further report is in Old Business

EMS Chief’s Report: Chief Matt Kartes

- Normal amount of monthly calls
- October 10 during harsh storm, Lutsen 1st Responders were called to Eagle Mountain for a rescue since County Search & Rescue nor Grand Marais responders nor Hovland responders did when call went out. 5 hours of exceptional work by our team was required. Rain, gale strength wind –tornado too?, difficult terrain, and golf ball-sized hail made the work extremely difficult. The truck has minimal hail damage. Kartes will talk to Sheriff Eliason

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about the search and rescue page going to outside of area, and ask if that department should pay for hail damage repair to the Lutsen truck. In addition those responders were later told of Covid exposure. None of those responders have had any symptoms.

- B Gillespie asked questions on what coverage we have for injury on such events. C Homyak noted we have Workers Comp and will check details of coverage. Clerk also noted that ARPA funds could cover any pay for missed work due to exposure to Covid.
- Kartes said that the departments' SOGs [standard operating guidelines] will now be updated to follow the CDC guidelines regarding what members do if exposed or ill.
- Since insurance coverage is still be explored, Kartes asked C Homyak to make sure EMS two most expensive pieces of equipment are covered: AED and LUCAS device. The AED went through the stormy Oct 10 event. Duluth Packs are being purchased to carry these devices to such events.
- Chief Kartes suggested we have a MATIT insurance representative be available to talk about insurance coverage for Lutsen. This could be by Zoom or in person.

Supervisor Reports:

C Friesner:

- Reported that storage building pad is in and will be sealed as needed for Saturday Oct 23 storage building raising. Thanks to Mal Haugen and team. More needed for the raising event.
- North House delivered the frame and J Coleman unloaded it. Friesner thanks both for delivery and unloading.
- He identified the old birch tree near the building needs to be removed. Kartes and Friesner will see if this can be done before this Saturday.

L Cooper:

- Did the WTIP township news.

C Homyak:

- Will contact MATIT insurance with questions after review of current holdings. See other insurance action items.
- Was part of Housing [HRA] discussions.

Old Business:

- **Storage building shed update:** see above
- **Staining Park pump house and painting EMS bay doors:** S Duclos has done fire doors. Friesner will ask Norland or Woerheide about putting No Parking lettering on door fronts. Staining park pump house may be delayed until Spring.
- **Memorial request for planting of apple tree.** No further action until we're contacted.
- **ARPA funding:** Cost and information for purchases- P Goettl talked to County tech person and suggested larger tv, video camera, connectivity checked for future needs. Discussion included ARMR radios. C Friesner made the motion to purchase 6 radios. L Cooper seconded. Motion passed. Order information needed for Clerk to order.
- **Fall Community Celebration:** Event to be Halloween Day, Oct 31 a Sunday at 1 p.m. Discussion included food, prizes, candy. Homyak to contact clerk if other supervisor help is needed. L Cooper will announce on WTIP.
- **Resolution for Lutsen Fire & EMS PERA [retirement] benefit increase;** Clerk read resolution. L Cooper made this motion:
 - NOW THEREFORE, BE IT RESOLVED BY THE Town Board OF THE Town OF Lutsen OF Cook County, MINNESOTA:
 - The Town Board hereby approves an increase in the benefit level for firefighters and/or EMS members who have completed at least 5 years of good time service credit as a member of the Statewide Volunteer Firefighter Plan administered by PERA at the \$2000 retirement benefit level per year of service, effective January 1, 2022; and
 - The Town Clerk and Chairperson of Town Board are hereby authorized to execute all documents necessary to effectuate the intent of this resolution.
 - It was duly seconded by Supervisor Friesner. Then signed to the affirmative by each supervisor and verified by Chairperson Friesner and Clerk Hexum-Platzer. The full resolution is available upon request and filed in town office.

New Business:

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- **Liquor License Renewal:** Lutsen Resort requests a letter of support. L Cooper made a motion to send letters of support for these requests. C Homyak seconded. Motion passed. Clerk Hexum-Platzer will create and send letters to County and B Campbell of Lutsen Resort.
- **Bruce Martinson Gitchi Gami State Trail Lutsen extension. See discussion in Commissioner section.** C Homyak made motion to send letter requesting limited use permit for multi use of frontage road. C Friesner seconded. Motion passed. Friesner asked Clerk to write letter which would include distance[s], map, and intended use.
- **Excess funds above the insured \$250 K at GMSB.** See Treasurer's report and action.
- **Snowplowing and Sanding quote ad:** Current contracts expire Oct 31. Ads will be in Herald for two weeks with deadline date. Clerk will contact supervisors to approve bid so contracts can be in place if/when weather requires work.
- **Text requesting info about snowplowing the bike trail from Sea Villas to Rollins Creek:** Since that portion of trail is in Tofte township, C Friesner will let P Norland know that. Also snowplowing can't be done where GGTrail is shared with snowmobile trail as required when bike trail was added to those properties.

Donations: Donations to Lutsen Fire Dept: Robert & Eileen Unze, Dennis Skildum , Village at Lutsen Mountain Condominium, li at Lutsen Mountain Association, Poplar Ridge Townhomes Association L Cooper made a motion to accept the resolution noting these donations. C Homyak seconded. Motion passed. Treasurer VanDoren received the checks for deposit.

Citizen Comments: None

Adjournment: C Friesner made a motion to adjourn; seconded by L Cooper. Motion passed and meeting was adjourned at 8:55 p.m.

Respectfully Submitted, Sharon Hexum-Platzer Clerk C Friesner Chairperson