

Approved

**Lutsen Township Board Meeting Minutes**  
**June 15, 2021**  
**Lutsen Town Hall**

**Present:** Chris Homyak, Paul Goettl, Sharon Hexum-Platzer, Ginny Storlie, Carl Friesner, Ashley VanDoren, Matt Kartes

**Action items underlined**

**Call to Order:** Meeting called to order by Chairperson, Carl 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 and C Homyak seconded. Motion passed.

**Approval of LBAE Meeting Minutes:** C Homyak made the motion to approve LBAE minutes. C Friesner seconded. Motion passed.

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

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

- Storlie reported that by end of this week a posting for the position of County Extension & Community Center agent will be completed. Diane Booth is retiring after 30 years.
- Visit Cook County will sponsor a gala event October 30. MN Senator Bakk and Representative Eklund will attend. All township officers are encouraged to attend. Storlie will provide more information in the Fall.
- Cook County has a new assistant assessor. Andrew Beavers [former Lutsen township supervisor] will start June 21
- Storlie attended the 11 county meeting for Association of MN Counties. One item of note is that counties are now considering no additional buildings or remodeling because COVID 19 work from home has given them the option to NOT add more space and rather repurpose what they have.
- Joint Powers [a group of various entities] --current issues Housing and Racial Equity. For housing the purpose is to alleviate our housing shortage with a focus on Planning & Zoning issues by considering the policies of Housing Redevelopment Authority.
- Administrator Jorke has reviewed the tax abatement policy and a revised draft will be reviewed by County Auditor Powers and County Attorney Hickens.
- The Public Health and Human Services director reported that there is a need for additional service providers who help 18 and older as well as 65 and older individuals with specific needs. We were asked to make this opportunity to help known to others. When asked, Storlie said this request is also done via WTIP.

**Clerk's Report:** S Hexum-Platzer

- Correspondence: Compliance for Land Use variance met -- document filed & permit posted in window; PERA notice that document to process retirement needed – shared with Treasurer VanDoren; OAM Congressional Direct Spending opportunity rcvd 5.19 but due 5.21 –sought supervisor recommendation then completed the required two applications and 4 support letters [optional]- copies for supervisors; Early Childhood virtual meeting – shared with supervisors since link is in email; LTTA meeting –shared with Business owners; Multiple emails regarding our website needs/suggestions – see below; IRRRB grant expiration notice for Lutsen Town Sign – shared with those completing work & Supervisor Cooper [see below]; Notices of Rusty Crayfish infestation/trapping from Caribou Lake Property Association – see their website for invasive species in County lakes; North Span newsletter – shared with supervisors; hall rental questions & applications processed; County Planning Commission & Board of Adjustment notices – shared with supervisors since times and link to information are before regular meetings; Vaccinations completed at Town Hall....total 35;
- Mowing contract signed and filed
- Completed LBAE document received & filed

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- OAM Congressional Direct-Spending grant opportunity arrived after last meeting and due within three days. Clerk contacted supervisors who approved completing the documents and requesting for ARMER radios, portion of lumber costs for Storage Building & support for parking lot paving –completed and met 5.21 deadline. Copies available in town office. Letters of support were provided by Commissioner Storlie, Sheriff Eliason, Lutsen 99er promoter/organizer Pete Spencer and Public Health’s Grace Grinager. Funding possibility would be for year 2022.
- Website: Added Bulletin Board page and updated Home page – more options for Website see New Business
- Hexum-Platzer will complete grant reimbursement request by June 29
- Clerk will share clerk duties, etc for person interested in being deputy clerk and future candidacy.

### **Treasurer’s Report:** A VanDoren.

- Balances as of May 31, 2021. Business checking account is \$217,964.94, Building fund is \$35,633.93. Operating General Fund Money Market \$75,257.94, Fire/EMS Truck Fund, \$168,379.94. **Total funds--** \$497,236.75. YTD Receipts \$66,885.64, YTD Disbursements \$70,632.12. 2021 General Town Budget \$32,350; 2021 Fire District Budget \$190,000. Approved **2021 total Tax Levy** is \$222,350.00.  
Treasurer VanDoren noted that the receipts and disbursements includes the transfer of the levied truck fund amount of \$25,000 and a receipt of a 3<sup>rd</sup> 2020 tax levy. C Friesner 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 May which shows expenditure amounts compared to the budget further explaining the amount for the professional services which now shows over budgeted amount is for the additional professional service expenditures for the land use permit and required for the new storage building and town sign. The latter will be mostly reimbursed by IRRRB grant.
- P Goettl noted that after the 1<sup>st</sup> half of levy payment is received, the NSFCU bank account will be above their insured amount. A decision to transfer some monies to GMSB should be investigated to insure monies as needed.
- Cash Control Statement was signed by Supervisors. Treasurer report copies are available in town office for review.

### **Review and Approval of Claims:**

- Clerk Hexum-Platzer provided the invoiced claims. Current Details: 11 claims for total of \$21,959.13. This includes the 9<sup>th</sup> new building loan payment of \$19,395.36. Question: How long is the loan for? –ans 20 years. Two payments for Lutsen sign completion are also included.
- C Friesner made a motion to approve the claims as presented. C Homyak seconded. Motion passed.
- Clerk provided 20 regular and quarterly payroll claims for total \$6,511.25. C Homyak made a motion to accept payroll claims as presented. C Friesner seconded. Motion passed.
- 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 occurred this month. One false call. One tree on fire across from a lake. DNR cancelled call.
- Require structure burning training was provided in Grand Marais. G Mueller completed this portion. Rope launch training took place at Caribou Lake. Filling pumper at that dry hydrant not completed. Primer pump will be repaired this week. Another way to fill the pumper truck has been used.
- Training on the jaws of life complete. Learning expanded for all with members of EMS & Fire sharing training practices. Goettl complimented the work of Ben Belland and Henry Walsh on this training. Further training costs will be submitted for reimbursement.
- Fire and EMS members will participate at the July 4 Fish Fry fund raiser. Also t shirts will be for sale at \$30 each
- At the last Fire Dept maintenance meeting 3 new individuals came showing interest in joining the dept. Since one person is 20 years old and current policy states that person must be 21, Goettl asked for a variance. Discussion included that new members do complete a 6 month probation and do not do any fire fighting activity for which they have not received training. C Friesner made a motion to allow this 20 year old who is turning 21 in September be accepted as probationer. C Homyak seconded. Motion passed.
- \$1200 training was reimbursed by State. Further training costs will be submitted for reimbursement

### **EMS Chief’s Report:** Chief Matt Kartes

- Kartes shared that there were 12 calls this quarter with 6 occurring this last month.

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- He noted appreciation that there have been no calls and very quiet.
- Current practice requires that EMS must get prescription drugs separately from County ambulance/North Shore Hospital. This means a medical director is needed or a doctor to write the prescriptions for the most used Epi pen and Narcon. We will no doubt also see higher costs due to this new protocol.
- EMS and Fire departments will maintain the Barker Lake aid station for the Lutsen 99er Saturday, June 26.
- Reflector jackets need replacement and Kartes will share costs for the order once final choice has been made.

### **Supervisor Reports:**

C Friesner:

- Contacted the contractors on the storage building and slab work is delayed since this is a very busy time.
- Stays in contact with North House on delivery of frame for when slab has been completed.
- Contacted S Duclos/Lutsen Land & Cabins on painting –see Old Business
- Paving the parking lot – no specific time has been given by KTM. Friesner will continue to try to get a specific date or may need to find a different company.

L Cooper: Absent – No report

C Homyak:

- Stayed in touch with D Woerheide on LutsenTown Sign – See Old Business
- Contacted Tofte township Supervisor Sara Somnis on Tofte park rental policy. They rent for \$1500 per time but do not allow Park to be closed to other users. Since these are Parks and not our ball park, further discussion will continue at the later board meeting. Contracting practices may need to be considered.

### **Old Business:**

- **Town Park volleyball court:** Supervisor Friesner said this work was rained out.
- **Lutsen town sign current steps/update & grant due June 30:** Sign is in and landscaping is almost complete. The Sawtooth Mountain outline structure is yet to be added -- that material has been purchased. Clerk Hexum-Platzer explained how the North Shore Scenic Drive logo was added. An application for use of this logo has been made that she requested from J Otsea as well as possible monetary support from that group like what they have given to other communities for their signs. Arrowhead Electric Cooperative Board has yet to provide a permanent easement for the property on which the sign sits. Question asked: Do we need to insure this sign?
- **Ball Field use policy:** Discussed but tabled for further considerations.
- **Storage building shed removal/disposal:** Slab pouring is delayed. This is a donated service and M Haugen may get to this in next few weeks.
- **Repaving parking lot:** KTM said any time now that we have warmer weather. Date to be determined and will not conflict with other projects or use. We may need to find a different company.
- **Staining Park pump house and pavilion; painting EMS bay doors:** [Lutsen Land & Cabins] S Duclos will complete the staining of the pump house and painting the EMS bay doors. C Friesner thanked Hexum-Platzer for painting the town hall entry way.

### **New Business:**

- **Website revisions/update:** Discussion included current website is working; with cost of changing supervisors tabled this topic since township has other needs/priorities.
- **Clearview Retail Partners LLP dba Clearview General Store is applying for a 3.2 Beer license and requests a letter of support to County:** Since C Homyak would abstain on voting for conflict of interest there was not a quorum to motion. The decision is to have Clerk Hexum-Platzer send a draft of support for approving this application. A final approval will be at next month's regular board meeting.
- **Mowing/brushing maintenance of sign area:** With review of the current need to brush or mow and discussion about future needs, this maintenance will be added to next year's mowing contract. Maintenance will be done as needed.

**Donations:** None

**Citizen Comments:** None

Approved

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

Respectfully Submitted, Sharon Hexum-Platzer Clerk C Friesner Chairperson