

LUTSEN TOWN BOARD

April 16, 2024

AGENDA

1. Call to Order:
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of March Monthly Meeting Minutes
5. Commissioner's Report (Ginny Storlie)
6. Clerk's Report:

Correspondence: Invitation - 2024 MNCAER Pipeline Safety Program; forwarded to fire chief. Short Course votes taking place; forwarded to supervisors. 2024 Multifamily Consolidated RFP/2025 HTC Round 1 Early Release. Tribes & FS host 2-day Shared Learning for Co-Stewardship. Released: Updated Tax Increment Financing County Guide. MAT Bylaws vs. State Statute. IRRR Board Meeting Recap - March 26. AAAA Newsletter, April Update. DEED Announces Federal Approval of Digital Opportunity Plan. FY25 Congressionally Directed Spending application period opening soon, date to be determined. BWCAW Forest Plan Amendment Public Engagement. Coronavirus State and Local Fiscal Recovery Funds Program – Updated FAQs on Obligations. We as Members make MAT; forwarded to supervisors. National Community Development Week - Housing and Economic Development. Poplar River Ridge – Plat; forwarded to supervisors. Superior National Forest, Canada Lynx are Thriving in the Arrowhead. Poplar River Ridge Plat 3rd Amendment Application; forwarded to supervisors. May Planning Commission Public Notices; forwarded to supervisors. Public Open Houses for Developing Forest Plan Amendment of Management Direction for the Boundary Waters Canoe Area Wilderness (BWCAW). Invitation - 2024 Online Training Center; forwarded to fire chief. Share your thoughts on Minnesota's Housing and Community Development Action Plan; forwarded to supervisors. May Cook County Board of Adjustment public hearing notice; forwarded to supervisors. Presenting final Resolution wording of CAP to be postponed.

 - A. Playground Grant; magazine order available for viewing
 - B. Citizen requesting update for soccer in Lutsen development
 - C. Voided check 17541; printer jam
7. **Reorganization Meeting as Required/ Change/Review of Information**
 - A. Designate by motion a Chairperson
 - B. Designate by motion a Vice-Chairperson
 - C. Adopt a schedule of regular meeting dates: Currently: 3rd Tuesday of every month
 - D. Select by motion an Official Township Newspaper: Currently: Cook County News Herald
 - E. Designate by motion posting places: Currently: Town Hall, Clearview/Post Office Bulletin Board, and Website
 - F. Review Resolution No. 2014-09 – Policy for the Compensation of and Reimbursement of Town Officers [Note capital R and S is for town meetings.]
 - I. Compensation for Supervisors
 - a. Regular and Special Meetings: Currently \$85.00/meeting
 - b. Hourly work on behalf of the Township: Currently \$20.00/hour
 - II. Compensation for Clerk:
 - a. Regular and Special Meetings: Currently \$85.00/meeting
 - b. Hourly work: Currently \$25.00/hour
 - III. Compensation for Deputy Clerk: [To be employed only if Clerk is unable.]
 - a. Regular and Special Meetings: Currently \$85.00/meeting
 - b. Hourly work: Currently \$25.00/hour
 - IV. Compensation for Assistant Clerk
 - a. Hourly work: Currently \$20.00/hour –for record retention
 - V. Compensation for Treasurer:
 - a. Regular and Special Meetings: Currently \$85.00/meeting
 - b. Hourly work: Currently \$25.00/hour
 - VI. Compensation for Deputy Treasurer:
 - a. Regular and Special Meetings: Currently \$85.00/meeting

b. Hourly work: Currently \$20.00/hour

VII Mileage Reimbursement Rate for Town Officers: \$.56 –Currently; The federal 2023 IRS mileage rates are 65.5 cents per mile for business purposes, 22 cents per mile for medical and moving purposes.

VIII. Meal Reimbursement Rate for Town Officers: Currently \$37.00/day--adjusted the meal rate to the same as the County: \$10 per breakfast, \$12 for lunch, \$15 for dinner. No liquor included.

G. Review Resolution No. 2014-12 – Policy for the Compensation of and Reimbursement of Town Employees: Currently in addition to pay per call, Incentive pay for fire fighters is \$82.50 per quarter if officers attend 60% and member attends 60% of maintenance and drills. Incentive pay for EMS is \$300 and for EMT \$400 per year if members make 50% of the calls.

I. Compensation for Fire Chief:

a. Regular and Special Meetings: Currently \$85.00/meeting

b. Monthly Stipend: Currently \$175.00/month

II. Compensation for Assistant Fire Chief:

a. Regular and Special Meetings: Currently \$85.00/meeting

b. Monthly Stipend: Currently \$125.00/month

III. Compensation for EMS Chief

a. Regular and Special Meetings: Currently \$85.00/meeting

b. Monthly Stipend: Currently \$175.00/month

IV. Compensation for Assistant EMS Chief

a. Regular and Special Meetings: Currently \$85.00/meeting

b. Monthly Stipend: Currently \$125.00/month

V. Compensation for Fire and EMT/1st Responders:

a. Fire Department: Currently \$25.00/fire call + incentive/bonus pay

b. First Responders: Currently \$25.00/call + incentive/bonus pay

c. Drills/Training/Maintenance Meetings: Currently \$25.00 per meeting

VI. Mileage Reimbursement Rate for Town Employees: Currently \$.56 per mile – shall we continue to follow federal government reimbursement rate?

VII. Meal Reimbursement Rate for Town Employees: Currently \$37.00/day --adjusted the meal rate to be the same as the County: \$10 per breakfast, \$12 for lunch, \$15 for dinner. No liquor included.

H. Designate Financial Institution as the Town Depository:

I. List of Officers –submitted to MAT and Cook County

J. Supervisor Liaison Posts/Assignments and Review job descriptions as needed:

Lolli Cooper: ALCCTO [Association of Lake & Cook Township Officers] liaison
WTIP

Carl Friesner: Fall Lutsen Community Celebration – Usually 2nd Tuesday in October

Fire and EMS Department liaison,

Building & Grounds: Fire & Town Hall and Grandview Park

Chris Homyak: Lutsen Downtown Business Council liaison?

MATIT insurance/ Contracts

Joint Powers meetings or subcommittees inclusion with townships and County

K. Consider any potential conflict of interest issues: Employers and employment roles

8. Treasurers report

- Bank account signers

9. Review and Approval of Claims

10. Fire Report and EMS Report

11. Supervisor Reports

A. Carl Friesner

B. Lollie Cooper

C. Chris Homyak

draft

12. Old Business

- A. Consideration to make Lutsen Township suitable for emergency shelter; generator
- B. EMS truck Insurance claim update
- C. Townhall entry way flooring; date booked
- D. Ball Park Fence repair update
- E. Turnout gear purchase update
- F. Lutsen resort fire hydrant and broken pipeline update
- G. Pest control update

13. New Business

- A. Parking lot line striping
- B. Garbage signs for Grandview Park
- C. Dog park garbage bin complaint
- D. Cardboard trailer area maintenance

14. Donations: Paul Nelson

15. Citizen Comments:

16. Adjournment: