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**Lutsen Township Board Meeting Minutes**  
**December 20, 2022**  
**Lutsen Town Hall**

**Present:** Sharon Hexum-Platzer, Matt Kartes, Ashley VanDoren, Car Friesner, Samantha Mcquatters-Spangle, Paul Geottl, Lollie Cooper, Ginny Storlie, Chris Homyak, Tom McClear

**Call to Order:** Meeting called to order by Chairperson, C Friesner at 7pm.

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

**Approval of Agenda:** C. Friesner made a motion to approve agenda, L. Cooper seconded. Motion passed.

**Approval of August Meeting Minutes:** C Friesner made a motion to accept November meeting minutes, L. Cooper seconded. Motion passed.

**Tom McClear:** Presenting evacuation plans for Paradise Park Place mobile homes required to be approved by supervisors for state records. Prepared with "Mobile Home Community Emergency Preparedness plan" a 13-page detailed report and map of planned evacuation location on site and instruction in response to earthquake, flood and fire. Documents can be found on file with the clerk. C Friesner motioned to accept the emergency evacuation plan for Paradise Park Place. L. Cooper seconded. Motion passed.

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

- AMC association first meeting of December: 80 retiring or leaving commissioners throughout MN. Several new commissioners were able to attend the December meeting.
- RRRB to hire all new team appointed by the governor.
- MN association officials are invited to attend "Township Day at the Capital". Ginny advised at least one representee to attend and represent Lutsen as there is new personnel in office.
- West end connects restarted their mission to find solutions to child care in the west end of Cook County. Currently headed by Mary VanDoren Tammy Rude, Gordon Engstrom, Randy Voeks, and Carla Menssen.
- Cook County housing director Jason hale continues to strive for solutions for lack of child care and housing. Currently striving for apartment complexes in usable lots near grand Marais.
- Capital Improvement projects currently seeking public input. All 25 buildings owned were inspected and an open house was held: a second open house will take place meeting in mid-February on how money will be spent and personal opinions. Documentation can be found online at [www.co.cook.mn.us](http://www.co.cook.mn.us)
- VRBO(vacation rental ordinances board) meeting held to discuss areas of concern. Fees were finalized: for permit they were increased from \$200 to \$400. Grade and fill site store water permit was increased from \$75 to \$125; owners are responsible for that land. Water testing kits increased in prices from \$150 to \$175.
- Child care advisory council was formed and the first meeting was during the week of December 12<sup>th</sup>, headed by Nancy Deming via zoom. Ginny requested local input from those in attendance child care issues for Lutsen residence. Most responded with lack of child care including infant

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and distance to any resource that is available to Cook County. Lack of qualified staffing and no after school programs.

- Health consortium meeting: North shore foundation is currently seeking out physiatrist, and telehealth physiatrist for help with those brought into the clinic with mental health issues. North Shore Hospital is now able to conduct Nurse's aide testing on site.
- Public health and human services meeting covered adult protective services during their last meeting and concerns: Lack of professionals available to staff the needed positions as well as community resources available such as helping with in home support: cooking meals, transport. Currently 20 people are on a waiting list to receive such services and another 20 are currently on a wait list to move to the care center in Grand Marais.
- Compensation study for employees and commissioners discussed possible ways to support pay raises for both employees and commissioners. One thought was to use some ARPA funds, potentially payment in lieu of taxes as 92% of their land is owned by government, BWCA money and the 1% sales tax as options. Recommended pay increase of staff of about 120 people was rejected. Requested commissioners pay increase to \$3600 yearly was approved.

**Clerk's Report:** S. Mcquatters-Spangle Deputy Clerk: S. Hexum-Platzer

- Correspondence:** Answer call on how to donate to Fire/EMS. Forwarded 3 messages in regard to fire response. Directed multiple people on where to find property information. Booked future townhall rentals for a handful of people. Contacted attorney and appraiser for verification and correspondence. West End Connect board has been reactivated with the hope of supporting housing and day care options in our end of the county, and also Birch Grove Elementary-all members at this time live in Tofte and Schroeder, so here's an invitation to anyone in Lutsen who might want to join us! Received weekly correspondence form state auditor. 2024-2025 Housing Tax Credit Qualified Allocation Plan and Self-Scoring Worksheet Approved by the Minnesota Housing Board. Emailed sanding proposal for signature. Half-staff alert forwarded to fire chief. MAT is excited to be offering a new online training model: MAT-U. Contact Sundew technical on laptop connectivity issues; he has suggested bringing laptop in to update drivers. All township officials are invited to join the Minnesota Association of Townships for "Township Day at the Capitol" on February 1 and 2, 2023. We'll have trainings, speakers, and impactful meetings with legislators to advocate for important township priorities. \$500,000 in Grant Funding Announced from Blue Cross Blue Shield MN Wellness Campaign (email bbc to supervisors).
- B. Voided check #17115 overprint: *Signed by supervisors*
- C. Snow bid signed
- D. Sharon fixed clerical error in posting PERA; missed claims- voided 101225 and added 101227 *needs supervisor signatures*
- E. Dog park waste disposal sites and gate placed by Sharon

**Treasurer's Report:** A VanDoren:

Balances as of November 30, 2022. NSFCU Business checking account is \$327,368.85. General Building fund is \$35,687.48. At Grand Marais State Bank Operating General Fund Money Market is \$50,266.74; GMSB Checking is \$50,000; Fire/EMS Truck Fund 193,406.73; Total Funds- \$656,729.80; YTD Receipts \$212,418.23; YTD Disbursements \$195,251.01; General Town Budget \$28,700.00; Fire District Budget 166,745.00; 2022 General Town Levy: \$20,500 and Fire District Levy \$136,000: Approved 2022 total tax Levy is 156,500.

C. Friesner made a motion to accept the treasurer's report. C Homyak seconded. Motion passed

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- A VanDoren reviewed insurance policies pertaining to local banks to review best options for township funds and end of year transfers.

**Review and Approval of Claims:**

- Clerk S. Mcquatters-Spangle provided the invoiced December Claims. Details; 10 claims for a total of \$30,724.49 This included new pump for fire truck at \$29,007.00  
C. Friesner made a motion to approve claims, C. Homyak seconded. Motion passed.
- Clerk provided December payroll Claims for a total of \$9,332.50. This included 4<sup>th</sup> quarterly for EMS/Fire crew. C Friesner made a motion to approved payroll. C. Homyak seconded. Motion passed
- Cash Control Statement for November was reviewed and compared to the Treasurer's Information and matched. Supervisors signed a document which is on file.
- Claims approval and Payroll distributions were signed by Supervisors; copies are on file in the town office.

**Fire Chief's Report:** Paul Geotl:

- 32 total fire calls for 2022 in comparison to 37 total calls for 2021
- DNR grant 50/50 matching \$4800 for turnout gear to be used to purchase wetland gear
- SCBA training and gear inspection
- Elections for fire secretary and fire captain
- Fireman's dinner was a success and well received
- Fire chief association with hospital to conduct EMT/EMR training for new and contracted personel

**EMS Chief's Report:** Matt Kartes:

- 5 EMS calls
- Training with firefighting crew
- Elections for EMT secretary and EMT chief
- Training in preparation for winter emergency calls including water rescue
- **Currently the Lutsen EMS is short of staff and seeking any individual interested in training; if interested please contact [lutsentownship@gmail.com](mailto:lutsentownship@gmail.com) ; Fire Chief Paul Geotl or EMS Chief Matt Kartes**

**Supervisors Report:**

**C Friesner:**

- Received supplies to continue shed build
- Attended December 12<sup>th</sup> Cartway meeting
- Tentatively waiting word on locksmith to replace townhall locks
- Waiting on response in regards to moving speed signs

**L Cooper:**

- WTIP spokesperson for Lutsen Township
- Acquired service of appraiser for Skinner-Larson cartway
- Attended December 12<sup>th</sup> Cartway meeting

**C Homyak:**

- Attended December 12<sup>th</sup> Cartway meeting
- Dedicated time to research in regards to the Cartway
- Contacted personnel to fix Lutsen speed signs

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**Old Business:**

- **Storage shed to continue build: storage shed doors have arrived. Electrical will wait until spring.**
- EMS truck insurance claim awaiting assessor and rental truck availabilities; **C Homyak will contact MATIT insurance on updates.**
- Skinner, Larson cartway; L. Cooper contacted an appraiser on behalf of Lutsen Township, currently awaiting proposal to continue cartway process.
- New locks and keys for Township building- **C Friesner will call locksmith Patrick Reeves.**
- Relocation of 40MPH speed signs; **C. Friesner will contact Mr. Miles to receive an update.**
- MN DOT bike trail walk October 27, 2022 update; awaiting summery of walk.
- Lutsen township website update; **Clerk will send email correspondence to supervisor to review.**

**New Business:**

- Confirm Polling place for March election. **Lutsen Township meeting place will remain at Lutsen Townhall.**
- Audit and Budget meeting date needs to be decided on. **Audit and Budget meeting for Lutsen Township will be help January 31<sup>st</sup> at 6pm and 7pm.**

**Donations:** Donations from Dana A. Grosslein for Lutsen Fire Department and Jean Lunch Revocable trust for Lutsen EMS-Thank you for your donation it is greatly appreciated!

**Citizen Comments:** S. Hexum-Platzer reviewed the newly installed equipment at the Lutsen town ball park/dog park.

**Adjournment:** C Friesner made a motion to adjourn; seconded by C. Homyak. Motion passed and meeting was adjourned at 8:27pm

Respectfully Submitted, Samantha Mcquatters-Spangle; Clerk Carl Friesner; Chairperson