

**LUTSEN TOWNSHIP
ANNUAL TOWN MEETING MINUTES
March 14, 2023
Lutsen Town Hall**

Present: Samantha Mcquatters-Spangle, Chris Homyak, Judith Motschenbacher, Rae Piepho, Sharon Hexum-Platzer, Paul Goettl, Ginny Storlie, Judy Sillman, Brad Sillman, William Gabler, Matt Kartes, Carl Friesner, Ashley VanDoren (Virtually attended)

Call Meeting to Order: 2023 Annual Town Meeting called to order by Clerk S. Mcquatters-Spangle at 8:05 pm

Introduction to those attending virtually: Lutsen Township treasurer attended the annual meeting via zoom and was introduced.

Nomination from the Floor for Meeting Moderator: S Mcquatters-Spangle opened the floor to nominations for meeting moderator. Judy Motschenbacher was nominated by Carl Friesner and seconded by Chris Homyak. 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: Moderator Motchenbacher addressed the floor asking if there was a motion to approve or change the agenda as written. Rae Phipho I motioned to approved the agenda as written, Matt Kartes seconded the motion, Motion passed.

Commissioner Ginny Storlie: Ginny expressed the wonder at over 1800 townships currently meeting across Minnesota to discuss the budget and community dealings such as Lutsen Township was doing. Presenting informational documents available [documents will be attached to this minute's posting] G. Storlie meet up and discussed upcoming evaluations and reviews with Cook County assessor Bob Thompson and announcements being sent to citizens in two different envelopes one of which will detail the LBAE meeting date of May 16, 2023 at Lutsen Townhall. This LBAE meeting is where citizens can come with any questions, concerns or disputes and discuss with assessor Thompson. Meeting with the commissioners' board G. Storlie informed the floor of the commissioner's decision to require KGM currently proposing to install a mobile asphalt plant near Tait Lake to have an environmental survey and assessment done. KGM will be conducting the environmental survey; questioning by C. Friesner on conflict of interested; G. Storlie informed the floor that KGM will be using outside qualified consultation during their environmental review and assessment planned for June 2023. Cook County capital improvement planning and meetings currently being held at the Cook County court house showed low attendance attributed to the weather opened an online survey available to the public on options on how to spend the money with improvements to courthouse or for law enforcement; Rae Peipho questioned what detailed for law enforcement improvement? G. Storlie responded that a larger and improved side garage or Sally port for the larger vehicles and security as well as improvements around the building; G. Storlie offered for interested parties' available tours of the jail by calling and scheduling. Judy Sillman questioned where to find the public survey for capital improvements; G. Storlie informed the floor the available survey is on the Cook County website under capital improvement plans. Moderator Mochenbacher question if any improvements for the west end were currently underway; G. Storlie responded with the road for the Tofte park plans to repave however waiting on the approval meeting and engineers will not take place until next year.

Reading and Approval of 2021 Annual Meeting and Continuation of Annual Meeting Minutes. Moderator Motchenbacher suggested dispensing with reading these aloud since these are provided online and in hard copy at the election site: Paul Geottl made motion to waive the reading and approve the minutes as presented. Carl Homyak seconded. Motion carried.

Review of Audit Report for 2021. These data were posted and shared in hard copy as required. Audit summary data for fiscal period January 1, 2022 through December 31, 202w reviewed and approved by Supervisors: Beginning Balance: \$642,623.80, Total Receipts: \$274,073.47, Total Disbursements: \$243,461.85, Ending Balance: \$711,804.96 with \$33,101.91 in outstanding uncashed checks including a \$35,000 outstanding check for a new fire truck water tank and pump. 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 the 31st day of January, 2022. All claims and receipts are located in the town office and available for review. Paul Geottl made a motion to wave with reading Board of Audit and approve the minutes. Carl Homyak seconded. Moderator Mochenbacher addressed the floor for all in favor or opposed [none opposed]. Motion carried.

Access to Review of 2021 Board of Audit Meeting Minutes and Review of 2021 Board of Appeals and Equalization Meeting Minutes. Moderator Mochenbacher asked that since each of these were available online and having been reviewed and approved at previous Regular Board meetings, we dispense with reading them aloud; Paul Geottl motioned to wave with reading and approve them. Chris Homyak seconded. Moderator Mochenbacher addressed the floor all in favor and opposed [none opposed]. Motion passed

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Motions to authorize Board actions – [E.G. MN Statute 365.10 donation allowances] Donation Requests: Clerk S. Mcquatters-Spangle explained the read requested amounts increased amounts for Lutsen Alpine ski and community celebration. R Piepho requested increased promotion of the community celebration with larger signage left on Caribou Trail the week leading up to the celebration. Moderator Motschenbacher suggested addressing the donations in one motion. Carl Friesner made a motion to authorize the Board to accept the donation requests. Chris Homyak seconded. The motion carried.

1. Lutsen Junior Alpine Ski Team for 2024 - \$ 1750
2. Tofte Township for July 4, 2024 Fireworks Display - \$1500
3. Funding to support Lutsen Community Fall Celebration - \$ 500

Proposed 2023 Township Budget Treasurer VanDoren first explained that the Proposed Town Budget planned on January 31 with the supervisors, the Fire and EMS chiefs. 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 as well as Fire and EMS departments which are under one budget. She noted a specific change for 2024 from 2023 including legal and professional services for tech support and 3rd party contracting. Election for 2024 had a decrease for even years and the ARPA decrease as funding ends after this next year.

She provided details for increase in building maintenance with plans to repaint the building and other fire budget items: yearly Building Loan payment to Cook County [approximately \$19,395] and the Truck Fund increased from 25,000 to 30,000 to begin planning for new truck. Pertaining to the budget side millage went up for even year training. Insurance decreased in preparation for an even split between general, admin and the fire budget. Moderator Motschenbacher explained to the floor how a township budgeting works as it plans a full extra year old for budget planning date.

Current 2024 budget plan: General Budget-Township is \$31,450, Fire District Budget, \$191,600.45, Fire/EMS Budget is \$94,000. Combined 2024 budget of \$223,095.

Preliminary setting of 2024 Levy: Total proposed tax levy/budget [including recommended donations, and other yearly payments] is \$25,00 for general and \$140,000 for fire district until expenses and receipts are received throughout the year. 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 2024 budget plan is available in the Town office and online. Moderator Motschenbacher questioned the 2022 ending balance of \$711,804.96 for Lutsen Township and questioned what is not committed to future budget spending; A. VanDoren responded that the current ARPA fund of just under \$13,000 that will be spent and that ending balance includes a cartway security deposit that showed up in the overall cash balance of just under \$14,000. The general fire fund at the end of January had \$376,349.99 which accounts for most of these items. Moderator Motschenbacher questioned how much was left for a fun budget and how much could possibly be taken off of the levy? A. VanDoren responded that the Lutsen Township average monthly expenses are \$20,000, totaling about \$240,000. The excess is about \$100,000 used for cashflow. Sharon Hexum-Platzer advised the floor that in her experience it is wise to keep a full year of cash or fun balance for payments, not six month as many other places do. Carl Friesner commented the township has also decreased the Levy in the past two to three years.

Annual Town Election Results: From Head election judge Sharon Hexum-Platzer, who gave tentative election results; For 3-year supervisor position with incumbent Lollie Cooper receiving 19 votes. There were 1 blank ballots for that position. For the 2-year Treasurer position incumbent Ashley VanDoren received 20 votes. 20 residents voted.

Other Business/Citizen Comments:

R Piepho requested increased promotion of the community celebration with larger signage left on Caribou Trail the week leading up to the celebration

R Piepho requested better gravel coverage in the Lutsen Township parking lot due to heavy ice; Carl Friesner informed the floor that sanding is done on a needed basis and if that issue arises again to call him personally or the township and they will get call in the sanding guy immediately.

S Hexum-Platzer informed the floor of a Culture and Tourism Grant update: Hexum-Platzer wrote a grant on behalf of Lutsen township to improve and upgrade the property including ball park man gates, dog waste station, new picnic table, awaiting a gazebo to cover the grill, lighting to new storage building, lighting for the flag, security cameras for both township building and storage building, historical marker giving dues to the Nelson family which the land was donated by and including a picture of the old school in the 1920's. This grant will be complete by summer 2023

Moderator Motschenbacher gave acknowledgement to how well Birchgrove school on the west end is doing with 62 kids currently being educated and 18 kids in their sapling's daycare program. The 3 west end townships supporting Birchgrove has helped to keep it at a level so highly praised currently doing well enough for a fun balance and a campsite being developed behind the school for the kids. She thanked Lutsen for being one of the supporting townships.

Moderator Motschenbacher commented on the possibility of using paid work to finish the storage shed instead of volunteers.

Set next Annual Meeting Date: Sharon Hexum-Platzer made a motion to set the next Annual Meeting location to be Lutsen Town Hall on March 12, 2024 at 8:05 pm. Rae Piepho seconded. Motion passed.

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Carl Friesner made a motion to Continue Annual Meeting to Finalize 2023 Tax Levy August 15, 2023 at 6 p.m. Sharon Hexum-Platzer seconded. Motion carried.

Note: Minutes are not word-for-word. Motions are as presented.

Respectfully Submitted,

Samantha Mcquatters-Spangle
Lutsen Town Clerk

J Motschenbacher _____
Meeting Moderator