

Town Board Meeting
June 9, 2011

Roll Call: Barb Crow, Mary Ann Sironen, David Miller
Absent: Dave Mount

Pledge of Allegiance

Mary Ann Sironen is acting chair for this meeting. Stephen Dahl has tendered his resignation; we would like to acknowledge the hard work he has done. He will be sadly missed.

1. Approve Minutes

- Worden Minutes, November 10, December 8, January 25, February 3 and February 27. – Tabled until July
- Joint Town Board/Planning Commission meeting April 28, 2011
 - One change, page one 1/3 down, change 10 – 6 to 10 – 7.
 - Dave Miller made a motion to approve the amended minutes, Barb Crow seconded. Motion passed
- Town Board Meeting May 12, 2011
 - Dave Miller made a motion to approve the minutes, Barb Crow seconded. Motion passed
- Sexton Interviews May 23, 2011
 - Barb Crow made a motion to approve the minutes, Dave Miller seconded. Motion passed
- Prioritization Meeting May 23, 2011
 - Dave Miller made a motion to approve the minutes, Barb Crow seconded. Motion passed.

2. Meeting Schedule

- Posted Meetings
 - Town Board Meeting July 14, 2011

3. Concerns from the Audience

- George Sundstrom – Concern about a couple of stones which are tipped over. Discuss under Cemetery

4. Approve Agenda

- Aaron Molina and Jennifer Kampf from the Community Center would like to discuss Landscaping Landscaping. Move community center to the 5th position.
 - Barb Crow made a motion to approve the agenda with that change, Dave Miller seconded. Motion passed.

5. Treasurers Report

a. Beginning Balance	\$592,750.05
b. Receipts	\$ 31,730.22
c. Expenditures	\$ 25,013.46
d. Ending Balance	\$599,466.81

- Review Claims List for Approval
- Pay Bills Dave Miller made a motion to approve paying the bills, Barb Crow seconded. Motion passed

6. Tabled agenda items from previous month

7. Department Reports

- Police reports
 - Neighbor disputes on Greenwood Road.
- Fire Report
 - Bean is sold, still in the parking lot the buyer is working out transportation details.
 - Alden hall has a new roof.

- There is an issue with the McQuade dry hydrant at the safe harbor. An agreement was created when land owned by the Town was traded to move the McQuade Road for the Safe Harbor. The hydrant that was installed was sub standard and not useable in its current condition. A letter has been drafted and will be sent to two DNR representatives hoping to work out a solution.
 - Barb Crow: What are the other water options? Bob Engelson: our best option is Knife River.
 - Tim Strom: how long ago was the hydrant installed? Keep in mind a breach contract is a 6 year statute of limitations.
 - Sue Lawson: there is political recourse as it is a safety issue.
- The Lakehead Mutual Aid Association is creating an automatic mutual aid list for confirmed structure fires. We will have neighboring fire departments paged when we are paged.
- Planning and Zoning
 - Director's Report
 - Request for guidance on the Worden decision
 - Planning priorities.
 - Worden: Rented their property 30 days prior to when we received their information. We needed two things; one was a signed document from Jay Zink stating he is their local contact. The second is their Minnesota License from Department of Health. Mr. Gary Edwards of the Dept of Health directed Sue to their representative for this issue James Backstrom, Sue sent him a copy of the (page 15) letter which the Worden's sent out to their clients and neighbors. The Worden's are denying they need a license, Mr. Backstrom said a license is required and responded with a letter to the Worden's June 6. The Worden's did have a possible violation and so the question remains how would you to proceed? It is now an issue between the regulatory agency and the Worden's; we should not need to respond to the Worden's. There was a potential rental March 16 – March 20th, Shawn Worden didn't deny it but a certified letter was sent from the Township noting the violation. A return letter from the Worden's has not been received, follow through has not been impressive to this point. This is not the situation we wanted, we set conditions the Worden's could manage on their own instead we are spending a great deal of time policing them. Third issue; Sue received an e-mail from a neighbor the 4th of June, the current renters arrived at 11:15 in the evening; the neighbors did not contact the listed contact people. Sue will continue to monitor the situation and let the Health Department deal with the licensing issue. The neighbors will need to be reminded that if there is a problem with condition issues they need to contact the people listed on the contact list or if it is a legal issue contact the police. Barb Crow requested a copy of the license or a letter from the Health Department stating they don't need a license.
 - Short Term Rental: July Agenda
 - Planning Priorities:
 - Redoing the ordinance itself including the amendments, adding variance language, Jan Green is working on interim use and inconsistencies in edits. Paul Voge and Beth Mullan will work together to put everything together electronically. We hope to have it together by August with a public hearing in September. The updated ordinance will be available on the Web with only a few at the town hall. Second priority is the comp plan. Working on the town hall plan is lower on the priority list.
 - Greg Schendel: The land transfer with the city is now complete and will be going back to the County. When the final plan is done they will begin construction on two lots. We will be getting a copy of the final plat.
 - Permits are really down, economy is scaring a lot of folks.
 - Darrin Jablonsky gave a presentation on the County GIS. The County has the information but we would have to pay.
 - Enforcement date set to do an inspection with John Kessler.
 - Have all the information on all of the personnel.

- Legal
 - Filling open supervisor position: Tim gave a brief overview. This issue will be on the July agenda and an article will be in the July newsletter.
 - What is the quorum for a 4 member board? A quorum is always a 3 member board.
 - Review of open meeting law.
- Roads
 - All main township roads have been graded for the first time this year.
 - Erosion ditching on the Olson Road: seeding is done.
 - Ditching on the upper part of the Alseth Road is beginning.
 - Reevaluating the calcium chloride, the preference is for more ditching and some spot graveling.
 - Stormwater:
 - Jo Thompson and Val are working on the MS4 report.
 - A procedure is needed to GIS the township. Mapping will now be a general requirement.
 - Name change to: "The Stormwater Management Plan".
 - Jo attended a "Friends of the Knife River meeting" which is a citizens group that successfully assists in protecting that watershed.
- Community Center
 - Facility minutes
 - Air handlers: a mechanical engineer will be hired to review the air system; there should be enough new information for a discussion at the July meeting.
 - Priority list: fix front sidewalk
 - Landscaping proposal
 - Jennifer Kampf is the parent of a first grader at NSCS and has worked as a professional horticulturalist. Jennifer worked with Miller Creek Lawn and Landscaping to create preliminary drawings of proposed landscaping of the Community Center at no cost. The big picture is to bring the shore to the school, choose native plant material, easy for maintenance such as shrubs and trees which would give the feeling of the North Shore. Cost would be \$19,060.00. Question: is there a logical way to tier the project? Yes. Fall planting for trees and shrubs would be ideal.
 - Concrete Bids
 - Sidewalk, front step, small sidewalk from parking lot to warming house and driveway to back new addition. Dave Miller made a motion to accept the \$16,889.00 bid from Johnston Masonry, Barb Crow seconded. Motion passed.
 - Bus Issue: possibly move the parking forward towards the main road, it would be more expensive but might solve both problems at once.
 - The school is replacing all floors with new rubber flooring, this project will be done in phases, the first phase this year will be the main hallways.
 - Rental Procedure – testing this weekend.
 - Community Education
 - In the summertime only a few classes are lined up beginning with drivers education classes. A lot of classes had to be canceled due to lack of interest.
 - Recreation
 - Council meeting review: a lot has been accomplished. The hockey center/warming shack/pleasure rink facility needs to be completed this year.
 - Attention needs to be paid to the Soccer fields. The Engen proposal was for \$2000.00 to haul sandy loam and top soil, it would be our responsibility to get it spread. A suggestion was to possibly use a grader. Amy Bergerson the soccer coordinator is willing to donate some funds to help with field conditions and is currently working on a site plan. U8 is the recommended field to complete this year with an estimated cost of \$9000.00. Dave Miller made a motion to allow Kevin to go ahead and fix the U8 field with a cap of \$10,000.00, Barb Crow seconded. Motion passed.
 - We would like to get some donated railroad ties for the hockey rink.

- With the approval and purchase of new equipment we will be starting the baseball events and a few other events as well.
- Town Hall
 - Drainage: Dave Miller made a motion to permit Dave Mount to fix the drainage problem with a cap of \$7000.00 and stay consistent with further planning for a basement Barb Crow seconded. Motion passed. Sue will convene the town hall group again sometime this fall.
 - Furnace Cleaning – save for Dave Mount.
- Materials management
 - Recycling
 - Busy: There needs to be another reminder in the newsletter about what can and cannot be recycled. Garbage continues to be a problem.
 - Can collector container: suggestion of either a trailer or a roof on the wire structure.
 - D/NSSD – nothing new
- Cemetery
 - Sexton
 - Barb Crow made a motion to approve Molly Tillotson for the position of cemetery sexton, Dave Miller seconded. Motion approved.
- Communication
 - Duluth Area Townships Meeting: Weed report. Mary Ann will meet with North Star Clerk Linda Britton to tour our township roads.
 - July Newsletter deadline: June 23rd
- Personnel
 - Letter of Resignation: It was a sad evening for the Town Board as they accepted Stephen Dahls letter of resignation. Many Thanks to Stephen for the 12 years he gave the township. Mary Ann will write something for the newsletter. Consensus of the board was to put a plaque on the pavilion.

8. Correspondence

- a. Brad Anderson: noted
- b. DNR Noxious Weeds: noted
- c. LHB Grant opportunities: noted
- d. Grandma's marathon: noted
- e. Department of Commerce: noted
- f. MAT Summer Short Course: Mary Ann is signing up for personnel issues but would also like to attend the weed conference. Barb would also like to attend.

9. Old Business

- a. Office Hours are working fine.
- b. Janet will check with The Lake Bank to see about getting a Township Credit Card.

10. New business

- a. New Scenic Café Liquor License: Barb Crow made a motion to approve the New Scenic Café Liquor License, Mary Ann seconded. Motion passed.
- b. Weed Control requirements: Mary Ann will research
- c. Facilities Planning Committee. was there a time limit for the hockey boards?

11. Motion to adjourn: Mary Ann Sironen made a motion to adjourn 9:55, Barb Crow seconded. Motion passed