

Town Board Meeting
March 10, 2011

Roll Call: Mary Ann Sironen, Danny Tanner, Stephen Dahl, David Mount, Wendy Meierhoff

Pledge of Allegiance:

The Town Board and Planning Director Sue Lawson would like to take a moment to acknowledge John Kessler's five years of service as the Towns Assistant Planning Director. Sue spoke of John's wonderful attitude and patience towards assisting people with their Land Use issues.

1. Approve Minutes

- Town Board/Planning Commission Meeting January 27, 2011
 - Wendy Meierhoff made a motion to approve the minutes, Danny Tanner seconded. Dave Mount made an amendment Page 3 about 2/3 of the way down "Dave mount said not all short term rentals are intrinsic to short term rentals, should be changed to "not all short term rentals are intrinsic to problems with short term rentals". Motion passed
- Town Board Meeting February 3, 2011
 - Danny Tanner made a motion to approve the minutes, Stephen Dahl seconded. Motion passed. Wendy abstained.

2. Meeting Schedule

- Town Board meeting 4/14/2011
- Board of Audit & Equalization 4/19/2011
- Short Term Rental Meeting 4/28/2011

3. Concerns from the Audience

4. Approve Agenda

- Danny Tanner made a motion to approve the amended agenda, Stephen seconded. Motion passed.
- Additions:
 - Mary Ann: Community Relations
 - Move Recreation up to beginning of the Department reports.

Dave Mount took a moment to thank retiring Board members Wendy Meierhoff and Danny Tanner for their years on the Town Board.

5. Treasurers Report

Beginning Balance	\$583,295.77
Deposits	\$109,552.04
Expenditures	\$ 66,356.44
Ending Balance	\$626,491.37

- Pay Bills:
 - Claim #31169 adjust down to \$167.07.
 - Taconite production of \$25,000.00, Road Aid \$8647.33 and \$62,961.00 from School was deposited.
 - Claim #31171 Dunham sports amended total \$698.47.
- Program of work April 7, 2011 6:00 p.m.
- Planning and Zoning interviews: March 31, 2011 beginning at 6:00 p.m.

6. Tabled agenda items from previous month

7. Department Reports

- a. Police Chief's report

- Volunteer Background investigation form: The document will be handed out for completion by any volunteer prior to working with children. General Fund will cover the \$15.00 fee required to process this form.
- b. Fire Report
 - Danny Tanner reporting for the Fire Chief: Recently the fire department discovered a requirement they hadn't budgeted for, a defibrillator in each fire engine. Danny recommended the purchase of three defibrillators at approximately \$1500.00 each be taken from General Fund. The Fire Department will begin a search for a grant to replace funds needed for the defibrillator purchase.
- c. Planning and Zoning
 - Directors report
 - Last meeting review for Seeds of Hope Ranch (Russell Krook). The Planning Commission set the limit at 15 horses. Conditions were created by recommendations from the PCA which was very helpful. Everything was worked out although the absentee land owners opposed to the changes.
 - Three commission members will be leaving; Yvonne Rufford has resigned due to work related conflicts, Michael Kahl is retiring and Barb Crow will be moving to the Town Board. We currently have 4 applicants; interviews will take place once the new Town Board members are place. We will continue to take applications until March 23rd with interviews beginning at 6:00 p.m. March 31st.
 - There are a number of ordinance items which can be clarified if we choose to clean up or change commission terms.
 - March Planning Commission discussion will focus on short term rental conditions.
 - At the Program of Work we will review how we want to staff the Planning department.
 - There is nothing new on the rezoning issue; we have had no contact from Mr. Abrahams. Sue has answered Mr. Abrahams question regarding the fee and when he can reapply.
 - Asst. Director Job Description: John Kessler created a job description.
- d. Legal
 - Broadband: request for all records regarding fiber optics agreement from the Law Offices of Anthony S. Mendoza using the MN Data practices act. The act does not actually apply to us as we took a public action. Dave Mount will refer the Mr. Mendoza to our web site for minutes and the joint powers agreement. They have also requested we inform them of all meetings pertaining to the subject, it was suggested we tell Mr. Mendoza when our Board meetings will be, in the event the subject does come up it would be discussed at a board meeting.
- e. Roads
 - i) Stormwater
 - RSPT meeting minutes: rain barrel sale is coming up soon. Val Brady did a Stormwater presentation to the Homesteaders which can be used to fulfill one of our education requirements. We shouldn't need to have an additional meeting this year.
 - ii) Road Bid 2011-2013:
 - Dave Mount will change the dates from the last posting and send it out, there are no changes. Mr. Rodda's contract is up the end of April. Bids will be opened at the April Board meeting.
 - Sanding and ice issues. The Gamble road culvert is beginning to have issues.
- f. Community Center
 - Community relations meeting May 17th. Mary Ann suggested purchasing a cake for the Community School anniversary celebration.
 - i) Community Education
 - The building is pretty busy between Community Education and Recreation. It is nice to see the enthusiasm.
 - Skating next year.
 - ii) Recreation
 - Basketball purchase: We are purchasing basketballs and other items for an adult basket ball program.

- A new Recreation department has been created: wages will be drawn from this account, support items will be paid for from the \$7500.00 set aside in the Community Center budget but only with Town Board approval. Funds coming from recreation programs will go back into the Community Center budget. It is possible in the future Community Education and Recreation will have to be combined.
- One reservation for the pavilion and grounds in June.

iii) Construction

- Floors are in.

g. Town Hall

- Basement:

- How difficult a project?
- Funding for the project?
- Current water issues: we cannot pile dirt against the outside walls, there is no foundation.

- Dave Mount checked into blinds. J.C Penney has pre-made insulated blinds at \$65.00 per window. Budget blinds will come out and give an estimate.

h. Materials Management

i) Recycling: busy winter recycling. Summer hours begin April 1st.

ii) D/NSSD:

i. Cemetery

- Have had some requests for burials already and queries about winter burials. Winter burials are particularly difficult, and while we are obligated as a Township to provide burial space if requested, the cost will be double. Some of the difficulties include finding the markers precisely when they are buried under a foot or more of snow and ice. State statutes include language allowing us to charge a fee to hire someone to locate markers for winter burials. Our grave digger has a fixed fee for winter burials.

j. Communication

- Fax Machine: line for the fax machine is not functioning. Fire Hall #2 telephone is also not working.
- Web Service Contract: Linda Hollinday will sign an agreement to provide web service for the Town. Linda will be a private contractor and is charging the township \$110.00 per month for the service.

k. Personnel

- Personnel procedures: The draft will include job descriptions and keeping background check forms. Cemetery is part job description and part SOP.

8. Correspondence

- St. Louis County: New website address: noted
- MN Dept of Health: water test: noted
- City of Duluth: Re: D/NSSD election results: noted
- CDBG and HOME program memo: noted
- Broadband press release: 2/22/2011: noted
- McQuade Harbor Interpretive exhibit panels: noted
- MAT short course (already in new supervisor packets): noted
- Broadband press release: 2/8/2011: noted
- Qwest: 2011 construction season: noted

9. Old Business

10. New Business

11. Motion to adjourn: Danny Tanner made a motion to adjourn, seconded by everyone. Motion passed at 9:25 p.m.