

Town Board Meeting  
February 14, 2013

Board Members Present: Mary Ann Sironen (Skipper), Dave Mount, Barb Crow, Mary Anne Daniel, Dave Miller

Absent:

Pledge of Allegiance

1. Approve Minutes

- Town Board Meeting January 10, 2012
  - Barb Crow made a motion to approve the minutes, Skipper seconded.
    - Under Fire Department: When an insurance reimbursement is requested for a vehicle, please include VIN numbers.
    - With that amendment, the motion was approved.

2. Meeting Schedule

- February 19, 2013 6:00 p.m. Budget Meeting
- March 12, 2013 7:00 – 8:00 p.m. Town Election
- March 12, 2013 8:15 p.m. Annual Meeting
- March 14, 2013 6:30 p.m. Board of Canvass
- March 14, 2013 7:00 p.m. Town Board Meeting

3. Concerns from the Audience

4. Approve Agenda

- Additions
  - Personnel: proposal – Barb Crow
  - Recreation: Kevin will be late keep moving his department down the agenda until he arrives.
  - North Shore Management Board – Communication
  - Post the March 5<sup>th</sup> Lake Connections Meeting.
- Skipper made a motion to approve the agenda as amended, Dave Miller seconded. Motion passed.

5. Treasurers Report

Beginning Balance	\$981,537.31
Deposits	\$ 40,117.58
Expenses	\$ 21,905.79
Ending Balance	\$999,749.10

- a. Review Claims List for Approval
- b. Pay bills: All bills were approved for payment
- c. Dave Mount made a motion to create a receipt for \$0.01 to be credited to the general fund to rectify the current overage. Barb Crow seconded. Motion passed

6. Tabled agenda items from previous month

- a. Reappoint Planning Commission members Jo Thompson, Brigid Pajunen and John Schifsky.
  - Barb Crow made the following motion:  
I propose that the following Planning and Zoning Commissioners be reappointed to serve another three year term (ending March, 2016):  
Jo Thompson  
Brigid Pajunen  
John Schifsky  
Dave Miller seconded. Motion passed.

7. Department Reports

- a. Police Department
  - Signature pages on Police Contract to be signed.

- There is a tentative agreement for Hermantown Fire Department to purchase the squad for \$12,500.00. Let Barb Crow know as soon as the new squad is up and running so she can adjust the insurance.

b. Fire Department

- Telephone: Do we really need one? It is nice to have a phone at the fire hall but essentially everyone has a cell phone, it seems to be very high priced for what we get. Dave Mount will call CenturyLink to see if he can get a better rate.
- Last month we had a windshield replaced on the rescue truck, the bill has been paid and a request for reimbursement has been made to the insurance company.
- Radios: We have now switched over to the new ARMOR system with radios received from St. Louis County. Some of our old radios were purchased using town's funds. North Shore Community School (NSCS) has approached us and asked if they could have some of the old radios to use as walkie talkies around the school building. Barb Crow made a motion that the 12 radios purchased with Town Funds be loaned to NSCS but we retain ownership, Dave Miller seconded the motion. Motion passed. NSCS will be responsible for any and all programming. We also have 11 radios, 24 pagers and 8 truck radios which NSCS either does not want or need but we would like to remove from storage. Dave Mount made a motion that the Town Board authorizes the fire department to sell on the open market obsolete equipment (11 radios, 24 pagers and 8 truck radios) for fair market value. The proceeds are to be returned to the town and credited to the Fire Department fund, Skipper seconded. Motion passed.

c. Planning Report

i) Directors Report

- The Planning Commission has completed their analysis of the Comprehensive Land Use Plan (Comp Plan). The Town Board expressed their gratitude to the Planning Commission, Planning Director and Planning Secretary for putting the comp plan together. The projects the town has done are in line with the comp plan, the Planning Commission recommends the current comp plan is kept as a working document and revisited again in 5 years. Dave Miller would like to make a motion to move forward and accept their recommendation, Barb Crow seconded. Dave Mount amended the motion to read "their recommendation that the Comprehensive Land Use Plan continue to be our guiding document and be reviewed again in 5 years, or sooner, if major unforeseen changes occur". Amendment accepted, motion passed.
- At the last Planning Commission meeting there was a great presentation on climate change. They received a handout which would be handy to use with the disaster plan.
- Jo and Don Sitter attended a solar energy workshop.

d. Legal

i) Community Center: The Charter school has raised the question of their owning the Community Center which needs to be addressed.

- What Statutes would govern the transfer of property?
- Would the transfer be for a nominal consideration or market value?
- What parts of the community center property would be transferred?
- Should the charter school close, would it revert to the township or be offered to the township at a nominal fee?
- Would there be an agreement regarding continued community use for recreation etc?
- Would there be any other conditions on the transfer?

Since the School Board raised the question of owning the community center, it was suggested that the School Board provide a detailed proposal to the Town Board including the statutory language which would permit such an action. Dave Mount made a motion to authorize Barb Crow and Mary Ann Sironen to work with the Town Attorney to develop a letter to the charter school requesting additional details of additional structure of a proposed agreement for a proposed transfer of the community center to the charter school, Dave Miller seconded. Motion passed.

ii) West Wildwood Road: this issue seems to have been resolved without involving the township.

e. Roads

i) Stormwater

- Illicit Discharge ordinance update: Many thanks to Jo Thompson and Val Brady for the amount of work they have put into the Illicit Discharge ordinance which will cover Township road ditches and is required for our MS4.

ii) Road Report

- At the last meeting we discussed renewing the Road contract for 2013 – 2015 and asked Bob to submit a bid which he has. Dave Miller made a motion to extend Bob Rodda's contract for 2013 – 2015 using the submitted rates. Skipper seconded. Motion passed.

f. Community Center

i) Facility Report

- Security Task Force: Keyless entries. NSCS's motion was to install keyless entries, they will take half of the expense, the second half to come from the community center capital improvement fund. Approximate cost \$7000.00. This project will not cover all of the doors, only some. Project timeline is end of school year. Table

ii) Community Education

iii) Recreation

- Sweeper works well.
- Working on rules for the grounds and warming shack
- Working with the PTA on the concession stand

g. Town Hall

- Locks – Quote on re-keying the town hall locks \$120.00 which included 25 keys.

h. Materials Management

i) Recycling

ii) D/NSSD

i. Cemetery

- Molly would like to set up a laminated diagram of the cemetery and grounds at the "Come On Home" party and have people possibly identify some who are buried in unmarked graves. We might ask also Molly to compare our rates to other cemeteries.

j. Communication

i) Disaster Plan: A 3 ring disaster binder is being created. Jo Thompson from the Planning Commission will join the disaster planning team.

ii) North Shore Management Plan. We are trying to get a grant to update the management plan. An application has been submitted for a significant development just outside the city limits, they were asking for comments, John Green commented for the Township.

k. Personnel

- Barb Crow submitted the following motion:

**Whereas;** the meeting stipend for Planning and Zoning Commissioners and Town of Duluth employees was last raised in 2002 and;

**Whereas;** wages and salaries for Town of Duluth employees have been raised since 2002 I propose that the meeting stipend be raised to reflect the average increases in Town of Duluth wages and salaries. Examination of salaries shows an average 4% raise from 2002 to 2010. Beginning in 2011, wages and salaries have been linked to Social Security's Cost of Living Adjustment (COLA), which was 3.6% in 2011 and 1.7% in 2012.

**Therefore;** I propose that the meeting stipend for Planning and Zoning Commissioners and Town of Duluth employees be raised from \$35.00 to \$38.50 effective immediately and that the meeting stipend be raised annually based on COLA at the discretion of the Town Board.

**Please note** that this increase does not apply to the per meeting rate for the Town of Duluth Supervisors.

Dave Miller and Skipper seconded. Motion passed.

8. Correspondence

- a. Lake Superior Watershed Design Workshop
- b. WLSSD: Solid Waste Ordinance update

9. Old Business

- Senior Housing: Dave Hanson from real life cooperative will be coming to the Homesteaders in April to discuss cooperative housing.
- Budget meeting 6:00 p.m. – nothing new needs to be added to the posting.

10. New Business

11. Motion to adjourn – Dave Miller made a motion to adjourn, Barb Crow seconded. Motion passed 10:15 p.m.