

Duluth Town Board Meeting
February 13, 2014

Pledge of Allegiance

Communications Agreement

Attendance: Barb Crow, Mary Ann Sironen (Skipper), Mary Anne Daniel, Don Sitter, Dave Miller

Approve Minutes

- Town Board Meeting January 9, 2014
 - Barb Crow made a motion to approve the minutes as presented, Don Sitter seconded. Motion passed unanimously.

Concerns from the Audience

- Susan Rose: Charter School statute.
- George Sundstrom: request for an audit.
- Michael Kahl: Request to rent the town hall to sell books. Town Board to discuss and contact Michael.
- Wayne Dahlberg: Cemetery, request for information.

Approve Agenda

- Additions
 - Move Joint Use Committee to Concerns from the Audience/Susan Rose
 - Town Hall – proposal to get rid of the old desks.
- Motion to approve
 - Barb Crow made a motion to approve the agenda as amended, Don Sitter seconded. Motion passed unanimously

Finances

Treasurers Report

Beginning Balance	\$1,088,774.25
Deposit	\$ 2,187.54
Expenses	\$ 37,653.45
Ending Balance	\$1,053,308.34

- Review Claims List for Approval: Reviewed
- Approve Bills: approved.

Investing

- Township Capital Improvement Fund
- Community Center fund
 - Barb Crow made a motion that we keep \$30,000.00 in savings accounts and invest the remainder in 12 month CD's, one for the Community Center Fund and one for the Township Capital improvement fund, Don Sitter seconded the motion. Tabled.

Transfer

- Barb Crow made a motion to transfer the community education funds of \$2473.11 to General Fund Skipper seconded. Motion passed unanimously.

Department Reports

Police Department:

- Now have a credit card to help with fuel issues.

Fire Department:

- The new heating system installation should be completed by next week.

- Alarm system proposal: Mary Anne Daniel made a motion to accept the bid of \$1460.00 and approval for the installation process to begin, Dave Miller seconded. Motion passed unanimously. The project is for the installation of a heating system failure alarm to be installed at the following structures: Town Hall, Alden Hall, Fire Hall #1 and Fire Hall #2.

Planning and Zoning

- Storm water: A letter was received from the PCA, there were 3 minor issues to be corrected on the MS4 document, the items have now been corrected/completed, and the document has been resubmitted.
- Directors Report: Clint Little was at the last meeting to trails. They are looking more at trails connecting with roads not woodland trails; a brochure is being worked on.

Recreation

Budget: We would prefer to approach this budget from the perspective of, we have a recreation program that is successful and we would like to keep it alive. We would like to keep providing programs that continue through user fees, grants, interest earnings and other forms of funding such as concessions. Dave Miller made a motion to make the Recreation Facilities budget \$8000.00, Skipper seconded. Discussion – this would not be lights or heat but it would be balls, bats, fuel, maintenance repairs for the sweeper and whatever consumables are needed. Dave Miller amended his motion to \$5000.00 as the 2014 recreation facilities budget Skipper accepted the amended recreation budget. Motion passed unanimously. Don Sitter made a motion to transfer \$5000.00 from the Community Center fund to the Recreation Fund, Barb Crow seconded. Motion passed unanimously.

- ✓ Need to work on the Recreation job description: forward this issue to the Personnel department.
- ✓ The hockey nets did not come assembled which is why someone had to be hired.

Legal: No legal at this meeting.

Roads: Timber sale off the Dammon Road discussion.

Joint Use Committee

- Rental Form: Add information about the gymnasium and a dollar per hour fee for ice time to the rental form. Proof of insurance will now be required for both the School and Town Hall rentals, add policy number and insurance carrier line to the rental form. Sale of items (retail sales) would come before the Town Board for approval. Dave Miller made a motion to accept the rental policy pending ice time and sale of material in the town hall, # of people attending and 2 forms (one each Town Hall and Community Center), Barb Crow seconded. Motion passed unanimously.
- Maintenance Matrix (Dave Miller): The Counter Proposal was not accepted and was sent back to the Town Board with as the original proposal with the matrix completed. Mary Anne Daniel made a motion to reject the maintenance matrix and not send it back to the Joint Use Committee Dave Miller seconded. Mary Anne and Dave Miller withdrew their motion and second. Mary Anne Daniel made a motion to Table the matrix Dave Miller seconded. Motion to table passed unanimously.
- North Shore School funding: Presentation by Susan Rose, two types of funding restricted and unrestricted funds. NSCS education funds are for Susan Rose and her board to act as a steward to make sure the funding is being used appropriately similar to Town Board funding. Lease aid funds are a per pupil allotment which covers 90% of costs it cannot cover custodial, utilities or maintenance costs. Some capital improvements are permitted. NSCS pays their own utilities from unrestricted General Aid funds. ABC maintains the building and the property but does not pay utilities. The basis of this conversation is the matrix where NSCS columns are basically blank.
 - Susan Rose requested support from the Town Board for a bill by Mary Murphy currently working its way to the House of Representatives. The bill would allow North Shore Community School to preference children within the township due to the lack of other schools in the immediate area. Dave Miller made a motion to send a letter of support, Barb Crow seconded. George Sundstrom requested a copy of the letter also be sent to Tom Bakk. Mary Anne Daniel made a motion to table the motion, Don Sitter seconded. Motion to table passed unanimously.

Town Hall

- Absentee Ballot Board Resolution: Don Sitter made a motion to sign the resolution, Barb Crow seconded. Motion passed unanimously. Skipper signed the resolution

Materials Management: No report

Cemetery: Mary Anne Daniel will contact Molly Tillotson regarding Wayne Dahlberg's request.

Communications: Newsletter will be out soon.

Personnel

- Planning Secretary meeting rate: Barb Crow made a motion to increase the P&Z secretary meeting rate to \$40.00, Don Sitter seconded. Motion passed unanimously.

Old Business: No Old Business at this meeting

New Business: No New Business at this meeting

Correspondence

- CAER: Pipeline safety
- Minnesota Benefit Association
- St. Louis County Public Hearing on Ordinance 61
- WLSSD Solid Waste Management Plan
- Minnesota Department of Commerce: Notice of Public Information and Environmental Reporting meetings
- Duluth-Superior Metropolitan Interstate Council
- City of Duluth: D/NSSD Board of Managers Election results

Meeting Schedule

- Annual Election: 7:00 a.m. – 8:00 p.m. March 11, 2014
- Annual Meeting 8:15 p.m. March 11, 2014
- Board of Canvass: 6:30 p.m. March 13, 2014
- Town Board Meeting: 7:00 p.m. March 13, 2014

Motion to adjourn: Don Sitter made a motion to adjourn, Mary Anne Daniel seconded. Motion passed. 10:00