

Town Board of Supervisors
Regular Board Meeting April 14, 2016

Attendance: Wendy Gustofson, Barb Crow, Dave Edblom, Dave Mount, Travis Stolp
Call to order 7:00 p.m. with the Pledge of Allegiance.

Town Board Reorganization: Wendy Gustofson nominated Dave Mount for the position of Board Chair, Dave Edblom seconded. The motion was unanimously approved. Barb Crow nominated Dave Edblom for the position of Vice Chair, Wendy Gustofson seconded. The motion was unanimously approved. The Treasurer and Clerk will not change.

Set time and date for the Program of Work: Wednesday April 27th at 5:30 p.m.

Motion to approve Minutes: Dave Edblom made a motion to approve the March 10, 2016 minutes with no amendments, Wendy Gustofson seconded. The motion was unanimously approved.

Motion to approve Agenda: Barb Crow made a motion to approve the agenda with the following amendments, Dave Edblom would like to discuss minutes under New Business, Barb Crow would like to discuss the town hall group and to present to the board its mission and plans, Wendy Gustofson would like to discuss the North Shore Management Board under Planning, Dave Edblom seconded. The motion was approved unanimously.

Finances: Beginning Balance (ending balance from March) \$585,590.26; Deposits \$14,019.58; Expenses \$38,440.33 with an ending balance of \$561,169.51. Claims 605, 578 and 561 were reviewed, the bills were approved and the payroll net pay account distribution document signed.

Public Comments: There were 2 public comments for the month.

- A discussion with Town Attorney Tim Strom regarding a letter they had received.
- A discussion on St. Louis County's ATV ordinance which is currently under discussion throughout the County. This discussion will be continued under Planning.

Department Reports

Police:

Motion to approve Liquor Licenses: Barb Crow made a motion to approve liquor licenses for Clearwater Grill and the New Scenic Café, Dave Edblom seconded. Travis abstained from the vote, Dave Mount, Barb Crow, Wendy Gustofson and Dave Edblom voted yes. The motion was approved.

Fire: No significant business to report

Planning:

The draft trails plan was given to the Commission final edits will be done and brought before the board at the May Meeting. For new town board members the trails plan was described in brief detail.

Clover Valley Drive Greenhouse was built without a permit. The greenhouse is considered by the Commission to be industrial commercial and not permitted in the zone district in which it was built.

The Planning Commission plans to review the SMU8 zone district variances and how many lots can meet the zone district setbacks and lot sizes.

A new member is needed for the Planning Commission. The Town Board will meet at 6:30 in May to conduct

interviews of potential planning commission members. If there are two potential candidates the Town Board will then meet at 6:00 p.m.

There will be a variance hearing this month on a property in the Greenwood Road area.

Town Board of Appeal: The Lowney Property is a non-conforming lot of record.

Land Use Permits are starting to come in.

North Shore Management Board: Wendy Gustofson brought forward that the next meeting will be on a Town Board night, it is important that someone attends. Sue will see if someone from the Planning Commission is available to attend.

Building Committee: Wayne Dahlberg suggested we meet again after April 27th.

ATV Ordinance: Comments are due May 20th. The Planning Commission will review the ordinance. The question is what would be appropriate for ATV's in the Town. This ordinance will need to be discussed with our Public Safety Officials before comments are made. Tim Strom: Town Roads are excluded from the ATV Ordinance, the ordinance is about County Roads only.

Stormwater: A date needs to be set to talk to the Town Board about Land Disturbance permits and what is available for Town Roads in storm water resources.

- We are still not 100% compliant with all MS4 requirements.
- Silt fences need to be repaired behind the town hall.

Legal: Wendy Gustofson brought to the floor a letter written in response by Jeff Reed of the State Auditor's office to Mr. Sundstrom. • Travis Stolp asked Tim to review a letter he is writing to the Connors regarding a culvert. • Tim discussed using the word "Committee" vs the word "Group".

Motion on Draft Minutes: Dave Edblom, Travis Stolp and Wendy Gustofson attended the (MAT) Minnesota Association of Townships short course for Supervisors where they learned it was strongly recommended you do not release draft minutes to the public. July 2014 the Town Board made a motion to make the draft minutes available, this motion has now been rethought. Dave Edblom made a motion on recommendation from a MAT attorney that we do not release draft minutes to the public until the board meeting and minutes to be released to the Town Board ASAP or within 2 weeks. Barb Crow seconded. The motion was amended that the minutes will become available to the public one half hour prior to the next Town Board meeting. The motion passed unanimously. Tim Strom stated one copy must be made available to the public at the next meeting. Board Comments on the motion: Wendy, while the intention was good to have draft minutes distributed to the public, I believe it has proven detrimental and I don't believe we should do it any longer. Travis Stolp, I felt like I had heard at our training that our draft minutes shouldn't be available until the time of the meeting. We can revisit this and tweak it more if we need to following Tim's visit with Eric. Dave Edblom, I am very much on board with these guys, I heard this from the MAT attorney. I guess in my mind less of a hassle.

Roads: One complaint received in the office about ATV's on the corner of Korkki and Homestead Roads. Culvert issue on the Alseth Road, Travis has written a letter • The culvert replacement on Shilhon Road is having some issues. The culvert has settled dangerously • Warren brought in some fill but unfortunately the culvert settled some more, there is now a river running under the road alongside the culvert. Travis will contact Bob Rodda to see what he can do • Wendy is concerned about Greenwood Road the road is in need of a good grading.

Joint Use Committee:

Motion to repurpose Slab: Wendy made a motion to pay the first installment of 25% down, Dave Edblom seconded. Wendy amended her motion to change the total allotted amount for this project to \$26,000.00, Dave Edblom seconded. Motion passed unanimously. There was some concern from the board on the lack of information we have on this project.

Town Hall:

Motion on Lawn mowing contract: Barb Crow made the following motion,

Whereas, the town has three properties that require regular lawn mowing

Whereas, the town has contracted previously with The Cutting Edge, owned by Brad Linder, and found the service to be good.

Now, therefore, be it resolved, that the Town Board of Duluth Township approve to contract with Cutting Edge at the following rates for the 2016 season. Duluth Township Hall \$68 per mow; Clifton Fire Hall \$70 per mow; Lakeview Cemetery \$250 per mow. Dave Edblom seconded. Motion passed unanimously, resolution was signed and dated.

Town Hall working group. The goals and purpose of the group: is to determine on an ongoing basis to organize the historical archives, determine what items, photos, maps, furniture, historical displays etc. should be in the public spaces of the Office Addition and the Town Hall. Create opportunities for using the Town Hall to build community relationships through such things as (but not limited to) rotating art displays by local artists, music events, poetry reading, community discussions on various topics of interest, etc.

Kiviranta has donated 6 downlights for use in the Town Hall parking lot.

New Addition: the punch list is getting down to the bottom Dan Holm is almost done and ready to take his final draw. Door cards have all been programmed and the new addition West Door has been adjusted and is no longer sticking.

Materials Management:

- Spring/summer hours are in effect
- Motion for letter of support: WLSSD is applying for an MPCA grant to add services to the rural recycling program and have requested a letter of support. Dave Mount made a motion that the board authorize him to write the letter, Wendy Gustofson seconded. Motion passed unanimously
- Angie Braud Duluth Township resident on the D/NSSD Board has requested letters of support for “a bill for an act relating to capital investment; appropriating money to the Public Facilities Authority for the purpose of debt relief for the Duluth North Shore Sanitary District”.

Emergency Planning: No business for this meeting.

Cemetery: No business for this meeting.

Communications: e-mail from Don McTavish clarifying that he is not interested in retiring at this time.

Personnel: No business for this meeting.

Old Business: The Clover Valley School is now in County ownership, the long term issue with this property will be zoning.

New Business: No new business at this meeting

Correspondence: St. Louis County Association of Townships newsletter, calendar and agenda for their upcoming meeting •Minnesota Department of Health newsletter

Meeting Schedule: April 18, 2016 6:00 p.m. reconvene of the Board of Appeal and Equalization (Dave Mount will be absent for this meeting) •May 12, 2016 6:30 p.m. Town Board meeting.

Adjournment: Wendy made a motion to adjourn Barb Crow seconded motion passed unanimously 9:50 p.m.