Town Board Meeting February 11, 2016

Attendance: Travis Stolp, Don Sitter, Dave Edblom

1. Call to order
   a. Pledge of Allegiance

2. Approve Minutes
      Travis Stolp made a motion to approve the minutes, Dave Edblom seconded.
      - Travis would like to add that to his knowledge we (the Town Board) never applied for grants or applied for volunteer labor when we put this addition on. Add on page 2 following the sentence “At a minimum, this should be a cost sharing project ...”.
      - Motion to approve the amended minutes passed unanimously.

3. Approve Agenda
   - Travis: add “a letter from Barry Wolff” under personnel
   - Dave Edblom made a motion to approve the amended agenda, Travis Stolp seconded. Motion passed unanimously.

4. Finances
   a. Treasurers Report
      Beginning Balance $629,293.73
      Deposits $4,075.91
      Expenses $52,074.22
      Ending Balance $581,295.42
      Received an e-mail State of Minnesota
         i. Review Claims List for Approval
            - Don Holm payment was 90% of the remaining retainage; Lake Connections why the difference in cost between the Fire Hall and Town Hall?
            - Dave Edblom made a motion to approve the claims, Travis seconded. Motion passed unanimously.

5. Public Comment. None

6. Department Reports
   a. Police
      - monthly report went out
      - The State has new mandates which require the police to hook up to the State internet system. This will require a network security system within this building. Costs will be incurred through CW technology. We have no choice in this.
   b. Fire
      - Have not talked to the architect, no update on Hall #1 plans.
      - There was a small fire at the old Clover Valley School. Is there a program out there to apply for funding to bulldoze the old school into a hole? The Chair of the Town Board, Sue and or Bob should talk to the County to decide what needs to be done.
      - Travis thanks to the Fire Department for all of the work to get the rinks in such great shape.
   c. Planning and Zoning
      i. Storm Water
Val, Jo and Sue met to review the Town Hall new construction Stormwater plan. In the spring some repairs will be needed on both the silt fence and the ditch.

Val is starting to work on the MS4 report which is due in June.

d. Directors Report
- There have been permit requests every month.
- James Gittmeyer did not have the trails plan ready for the January meeting.
- The greenhouse built without a permit: The commission is making a decision on what kind of use it is and what are the requirements.
- Short Term rental: The short term rental was approved as an interim permit with the time frame being, as they own the property plus 6 months after the point of sale.

e. Legal: No legal this meeting

f. Roads
- An unexpected statement from Bob Rodda was received
- Aggregate crushing program: Discussion
- Letter to Sue Connor.

f. Joint Use Committee
- Wendy would like to add the following statement for the record in reference to the security system proposal that was approved in January: “this proposal, which in our attorney’s opinion would be a lawful expenditure, along with our police chief’s support, numerous community center benefits including protecting property and community center users, and additional security at the community center in return for an expenditure that will average approximately $2000.00 per year during the expected useful life of the system show that this is a good use of Community Center Funds”.

- Travis would like to add the following statement for the record: “Based on our Township Attorney’s counsel, that we have fulfilled the legal requirements to make a contribution to the Affiliated Building Company to fund a closed circuit camera system for the Duluth Township Community center, I have voted: Yes.

   I would like to take the time to explain how I came to my decision:

   Number one: in 2002, the town board passed a resolution that all money in the community center fund should only be used for capital improvement projects, at the community center.

   Number two: Officer Shawn Padden wrote a letter of recommendation in support of the security camera system for the community center.

   Number Three: A security camera system will give us the ability to accurately monitor the use of the facility in its role as the Duluth Township Community Center.

   Number Four: I do not view this as funding the closed circuit camera system, 100 percent. Rather, I view this as a 30,000 dollar contribution to a 3.5 million dollar security improvement project that ABC has already completed.

   Number Five: When the security system proposal was first brought to the board, it came along with multiple other multiple funding requests; none of which have been addressed. Since we have not addressed any of these other proposals, I feel we can fund the camera system at 100% rather than 50/50, like was first proposed.

   Number six: I do not believe we can compare the security system that was put in the town hall, to the security system ABC is putting in at the community school. These are two totally different buildings in both size and use. By size I am referring to the fact that the community center is
much larger than the town hall. By use I am referring to the fact that the users of the community center on a daily basis are children who are relying on adults for safety.

Number Seven: Some board members feel like this is a big contribution out of a limited fund. I would agree. These same board members feel like the ABC should explore grant possibilities or volunteer labor for the installation of the security system. I do not agree with this for a couple of reasons. First and foremost, I feel the security system should be done ASAP for the safety of the most valuable asset the township has, which is our children. Secondly, the same supervisors who feel this way, voted to transfer 100,000 dollars to the capital improvement fund to cover the shortfall for the town hall addition... out of this very same “limited” fund. Yet no effort was made to explore grant possibilities or volunteer labor. I think it would be unfair to hold the ABC to a different set of standards that we, the town board, hold ourselves to.

Number Eight: I think it is important to point out that the community center funds are NON-LEVIED funds.

Respectfully Submitted,

Travis Stolp

- Community Center Fund Tracker: A record for Joint Use Community projects and funding.
- Dave made a motion to unfreeze from the community center fund $29,895.00 for the Security system over at North Shore Community School, Travis seconded. Motion passed unanimously.
- Total committed funds for improvement projects by the town $77,395.00, total committee by ABC $0.
- A “set aside” for utility and repair costs from community center fund is needed.

g. Town Hall
- Maintenance Plan: A comprehensive maintenance plan both monthly and yearly has been made. Thank you to Sue for putting the plan together and Roger for all of the maintenance work that has been done so far.
- Cloud Storage data backup plan: Beth will begin looking into business storage.
- Dave and Don met with the builders and architects, some items need to be done in the spring.
- Don Sitter would like the minutes to reflect a request from George for the final amount of the new addition.
- Septic Alarm: It is an electrical issue. Travis will continue to check into a resolution to the problem.

h. Materials Management: so far so good.

i. Emergency Planning -
- Current Version revised 1.2 was received by the Town Board. Travis made a motion to approve emergency plan version 1.2, Dave Edblom seconded. Motion passed unanimously.
- Next meeting February 22nd.

j. Cemetery: No report

k. Communications: No report

l. Personnel
- Organizational Chart: A proposed organizational chart was reviewed.
- Jim Salls: Quarterly payment would be easier. The recreation account will be kept open for Jim Salls quarterly wage payments.

7. Old Business
- Don brought up Board of Appeal and Equalization training is needed for Wendy and Dave: see if Wendy can find it on line.
• Update on coastal conference: Next meeting has been moved to September. Request was made for one supervisor to attend.

8. New Business
   • Federal Mileage Rate for 2016: $.54 cents per mile for business miles.

9. Correspondence
   • CAER Pipeline
   • Census Bureau
   • WLSSD Letter of support request (e-mail)
   • Caucus Finder – e-mail.
   • Lake Communications – Privacy Notice
   • Minnesota Department of Health – Drinking Water revolving fund
   • Waste Management – Welcome New Customer

10. Meeting Schedule
    a. Annual Town Meeting 8:15 p.m. March 8, 2016
    b. Board of Canvass 6:30 p.m. March 10, 2016
    c. Town Board Meeting 7:00 p.m. March 10, 2016

11. Adjournment: Dave made a motion to adjourn, Travis seconded. Motion passed unanimously. 8:50 p.m.