

Town of Duluth
Town Board Meeting August 11, 2016

Call to order: The meeting was called to order at 7:00 p.m. with the Pledge of Allegiance. Barb Crow, Dave Mount and Travis Stolp were present; Dave Edblom and Wendy Gustofson were absent.

Motion to approve July 14, 2016 minutes: Barb made a motion to approve the minutes from July 14th with one amended sentence, Travis seconded. Motion passed unanimously.

Motion to approve the agenda: Barb made a motion to approve the agenda as written, Travis seconded. Motion passed unanimously.

Treasurer reported a beginning balance of \$467,322.97, deposits of \$194,048.08, and expenses of \$25,488.96 leaving an ending balance of \$635,892.09. Bills were approved for payment; payroll net pay account distribution was signed. We received a MATIT workers compensation dividend of \$2939.00.

Department Reports

Police: question, can we move a speed limit sign on Greenwood Road? If it is a township sign then yes.

Fire: DNR sign; Bob Engelson recommended against it, no one maintains the signs on a daily basis so the sign might be consistently inaccurate.

Planning and Zoning:

- Stormwater Illicit Discharge: the Town Board has no issues with the illicit discharge document handed out at the July board meeting.
- Directors Report
 - The KiviRanta project is being re-bid do not take the lights down yet.
 - The Planning Commission held a public hearing on a variance request, the variance was denied.
 - The Planning Commission and Clint Little are working on a "Greenwood Road undersized lot" project.
 - Two zoning map changes. The Planning Commission is looking into rezoning the old Clover Valley High School to a FAM3, the second change is a map correction.
 - Terry Michaelson asked to speak at the last Planning Commission meeting, the discussion focused on planning commission decisions and how it affects neighborhoods.
 - The old Clover Valley School will be crushed. Sue is working with the County to set guidelines for the crushing process.
 - Clover Valley School sign: Barb and Roger will make a pad for the sign, Wendy and her husband will move the sign. The sign should be moved by the end of August.
 - New Planning Commission member is Liz Strohmayer
 - Flood Insurance: A town resident requested a letter from the town stating we do not subscribe to FEMA flood insurance. In order for the town to institute flood insurance the Planning Commission would have to amend the ordinance to include floodplain language. The FEMA flood map shows very little floodplain in our township. Sue will bring the issue to the Planning Commission for a yes/no answer.

Legal:

- State Auditor's Office: It is unknown when the guideline letter from the State Auditor's office will be sent. Dave Mount sent an e-mail asking for a time line, Jeff Reed responded that he isn't sure when it will be sent.
- Birch Grove: The Auditors office is holding a formal audit of the three Towns who donated funds to the Birch Grove School.

Roads:

- Bob Rodda and Travis met to discuss ditching and replacing the first culvert on the Clover Valley Road.

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- Shilhon Road has been revegetated and is now complete.

Joint Use Committee:

- Darcie is working on a list of projects need list at the school.
- Barb will get the joint use agreement amendment to Tim for his review

Town Hall:

- Hallway security camera: Barb made a motion the board allow Barb to approve the purchase of the security camera when we decide it is what we need \$139.58. Dave Mount seconded. Motion passed unanimously.
- Lake Connections is coming next week to move the router upstairs, Ward from JAWS will move the security cameras once the routers are moved. Lake Connections will work towards solving the lack of WIFI in the main town hall.

Materials Management:

- D/NSSD from Wendy: there is a task force looking into the hiring of a local clerk. More will be posted as details form.

Emergency Planning: Next meeting August 22nd.

- We need to get an agreement with ABC to formalize the use of the school during a disaster
- Our emergency generator needs to be tested, Dave Edblom and Roger will check.

Cemetery: John Schifsky is writing history about the cemetery.

Communications

- Storm related Communications from Wendy: Telephone tree a suggestion that should be moved to emergency Planning.
- Janet will be removing herself from WEB management.

Personnel: There were no personnel issues to discuss at this meeting.

Old Business: KIFKO Water Wheel sprinkler system. Travis is at a loss to know what to do with it.

New Business: Office Scanner: Dave made a motion that the town board authorize Beth Mullen to spend up to \$250.00 to purchase new equipment to replace the scanning function of the clerk, Barb seconded the motion.

Correspondence

- Township Legal Seminar
- Lake Superior School District newsletter
- City of Rice Lake News
- Minnesota Coastal Conference 2016 October 5-6 2016 in Two Harbors.
- Pipeline awareness
- Minnesota Fall maintenance expo
- MN Dept. of Revenue Board of Appeal and Equalization training reminder
- MAT District 10 Meeting Notice
- Duluth Area Townships Annual BBQ

Calendar Events and Meeting Schedule

- a. Town Board Meeting 7:00 p.m. September 8, 2016

Adjournment Barb made a motion to adjourn, Dave seconded. Motion passed.