

Duluth Township Board Meeting
May 8, 2008

Pledge of Allegiance

Roll Call: Wendy Meierhoff, Dave Mount, Stephen Dahl, Jeff Cook, Dan Tanner

1. Approve Minutes

- Stephen Dahl made a motion to approve the minutes, Jeff Cook seconded. Motion passed

2. Concerns from the Audience

- George Sundstrom: Snow plowing and lawn mowing concern at the Community Center.
- Bergquist Road (Jacobson Road): The road will be widened, lined and tapered if two conditions are met: 1). Written confirmation that School District 381 intends on picking students up if the road is adjusted to suit their needs and 2). FEMA agrees we will not violate the grant we received following the flood by amending FEMA's engineering project.

3. Approve Agenda

- Town hall: last hall rental.
- Dave made a suggestion department reports get moved up on the agenda.
- Community Center – BAT Item #4
- Community Center U of M Item #5 CCL Contract
- Jeff Cook made a motion to approve the agenda, Wendy Meierhoff seconded.

4. Correspondence

- FYI State Auditor – 2006 MN Town Finances may be downloaded on OSA's Website <http://www.auditor.state.mn.us>
- St. Louis County Planning Department: zoning amendments to Ordinance 46 & 55. *Passed to the Planning Commission*
- St. Louis County 2007 Annual Report. *Noted*
- McQuade Safe Harbor: *grand opening July 11, 2008 2 – 4 p.m.*

5. Treasurers Report

- Beginning Balance \$723,601.49
- Receipts \$ 33,775.86
- Expenses \$ 34,301.95
- Ending Balance \$723,075.40
- Only one certificate of deposit left at Lake Bank, two are at North Shore.
- Claims List for Approval

6. Tabled Agenda Items

- Lake County Board of Commissioners EMS special taxing districts: Dave talked to St. Louis County Communications' specialist Dana Wahlberg. St. Louis County does pay a per run mileage fee when the call is outside their regular service district. MN Emergency Services regulatory board verified information from Robert Norlen that the only way to change the service line is by mutual request from Gold Cross and Lake County Ambulance service. Tabled until June
- Fire Department: Parade Insurance, Fire Chief Bob Engelson listened to the Minnesota Association of Townships voice mail.

7. Department Reports

- Police
 - Chief report has been posted on the internet
 - UMD hosted a party at the Lakeview castle, only one incident.

- New squad is in, equipment needs to be finalized.
- Animals on the West Knife River are again being dealt with; new citation
- 5500 block of North Shore Drive: Trees were again being cut on the Lakeside of North Shore Drive. An article will be put in the newsletter noting that this is illegal. If this happens again the City of Duluth will address the issue through their attorney.
- Fire Department
 - Chief Report: Tanker specs are being completed in two parts, 1. truck particulars, 2. legal portion. The truck specs have been completed, we are now working on the legal portion. The plan is to get the bid in the mail next week with bid opening 7:15 p.m. at the June 12, 2008 Town Board meeting. Our intent is to give the winning bidder 180 days to complete the truck.
- Road and Bridge
 - Chloride has been ordered.
 - Mr. Rodda is ready for the road bans to come off and begin grading.
 - Dave will GPS outfalls of our larger (24 inches or above) culverts.
- Community Center
 - Principal's Report: Nothing specific to report
 - Community Education: checks have all arrived.
 - Survey Services NSCS: \$1500.00 contract. Paul Voge has donated \$1,100.00 worth of personal time to the project, gave a brief description of what would be completed with the survey. Stephen Dahl made a motion to approve the proposed survey services at North Shore Community School with LHB not to exceed \$2000.00 pending terms of condition by Town Attorney, Wendy Meierhoff seconded. Motion passed
- Legal
 - Elden Cartway Petition: Check has been received (#4910 \$12,150.00) the funds are to be set in a separate account. 1) Cartway hearing will be 7:00 p.m. June 17, 2008. 2) Once the check has cleared Dave Mount will sign the order to set the Cartway hearing. 3) The Cartway hearing must be posted 10 days prior to the hearing date.
 - Surface Water run-off ordinance: will be moved to Old Business.
 - Nelson matter: Tim sent a letter to the family requesting they complete a land use permit for the structure they built. Because they built without a permit a double fee is now owed the township. They have not responded to Tim's letters so legal action will now have to be taken. Dave Mount will be Tim's contact person for this issue.
 - Tim has been working with Dave on contract for the Community Center. Dave Mount made a motion that the Board authorizes Dave Mount and Wendy Meierhoff to work with the Town Attorney to complete negotiation of terms of the service contract with the Center for Changing Landscapes and execute said contract upon behalf of the town upon reaching acceptable terms and an amount not to exceed \$17,500.00 Dan Tanner seconded. Motion passed
- Planning and Zoning
 - Zoning Director Report
 - Public hearing for Stoney Point: Odyssey proposal was for a regular standard subdivision and a shoreline variance. The standard plot was approved with some stipulations; the variance was denied.
 - Ulanowski hearing has been rescheduled for the regular planning meeting 7:00 p.m. May 22, 2008. Variance request is for one conforming lot, one nonconforming lot.
 - Nelson issue has already been discussed.
 - Secretary still needed.
 - 4 variances or conditional uses coming up.
 - John is gone until the 1st of June.

- Reappointment: Dave Mount made a motion to extend Dave Chura and Michael Kahl's term for another 3 years, Stephen Dahl seconded. Motion passed.
- Town Hall
 - Roofing Contractor: Three bids have been received.
 - Miller Roofing Bid: Town Hall \$10,975.00
Fire Hall \$4,250.00
 - Peak bid: Town Hall \$10,285.00
Fire Hall \$4,480.00
 - Northern Trends Bid: Combined Structures \$17,920.00

The bids are for complete tear off and reinstallation of 30 year Timberline shingles. Peak bid shingles not flashing of the valleys. Dan Tanner made a motion that Dave Mount will make the selection of roofer between Peak Roofing and Millers Roofing based on not going over \$15,500.00 for the roof of the town hall and fire hall. The additional funding needed for the extension over the dormer of the fire hall is to be separate. Wendy Meierhoff seconded. Jeff Cook made a friendly amendment to include the valley flashing. Motion and amendment passed.
 - Town Hall Jeff Cook made a motion to withhold \$50.00 for cleanup of the Hall Rental May 3, 2008, Stephen Dahl seconded. Motion passed.
- Recycling:
 - The grant for the next year has been completed and returned. In her report, Carolyn mentioned the ice buildup problem and recommendation the shed be moved to a new position in the parking lot.
 - The lock has been cut on the aluminum can cage and the cans were stolen again. The money from the can sales goes to the North Shore Community School library.
- Cemetery:
 - Dan planted grass seed.
 - One sign has been torn down; three more signs will be painted.
 - One large tombstone fell off the base, Rodda Construction could lift the stone with his backhoe; the base will need to be leveled.

8. Old Business

- a. Coastal Program Resolution: Jeff Cook made a motion to accept the resolution Wendy Meierhoff seconded. Motion passed.
- b. Surface water run-off from driveways and blacktop: Ordinance Number 050808. Jeff Cook made a motion to adopt ordinance number 050808, Dan tanner seconded. Motion passed.
- c. Newsletter: Don McTavish was asked to provide an updated business list.
- d. Open meeting dissemination of information discussion.
- e. Building Assessment Team bids:
 - Roof: BDP Architects \$6,500.00 lump sum.
SJA Architects between \$14,400 and \$19,200.00.
 - Comp Plan: BDP \$15,000.00
SJA \$9,600.00.
 - Two building classrooms: BDP 9% of the total cost;
SJA \$28,500.00 fixed fee.

Wendy Meierhoff and Stephen Dahl will follow up on the bids. Once the information comes back a special meeting will be called to discuss and award the bid.

9. New Business

- a. Board of Adjustment Citizen Appointment; Wendy Meierhoff nominated Paul Voge for a 1 year term., Paul accepted.

10. Pay Bills - Paid

11. Motion to adjourn: Wendy Meierhoff made a motion to adjourn the meeting 9:56 Stephen Dahl seconded. Motioned passed.

Community Center Architectural Meeting
May 20, 2008

Meeting came to order at 7:00 p.m.

Members Present: Wendy Meierhoff, Stephen Dahl, Dave Mount, Jeff Cook, Dan Tanner, Ann Cox, Sherry Camper.

Two architects submitted proposals: BDP Architects and SJA Architects.

Dave Mount made a motion that the Township pursues development of a design contract with BDP Architects for developing bid specifications for replacement of the Community Center roof and development of a comprehensive design plan for the Community Center/North Shore Community School with the goal of meeting the expenditure allotment of \$15,000.00 previously approved by the board. Wendy seconded. Motion approved.

Meeting closed 8:35 p.m.