

Town Board Meeting
December 9, 2010

Roll Call: Present: Mary Ann Sironen, Stephen Dahl, Danny Tanner, Dave Mount
Absent: Wendy Meierhoff

Pledge of Allegiance:

1. Approve Minutes

a. November 10, 2010 Worden Hearing

- Dave Mount suggested we not deal with the minutes from this meeting until the process has been completed, once completed we will make a motion and approve all minutes as a packet.

b. November 11, 2010

- Dave Mount made a motion to approve the November 11, 2010 minutes as submitted, Stephen Dahl seconded. Motion approved.

2. Meeting Schedule

a. Posted Meetings

- i) December 9, 2010
- ii) January 13, 2011
- iii) January 25, 2011
- iv) January 27, 2011

3. Concerns from the Audience

4. Approve Agenda

- Mary Ann Sironen would like to move D/NSSD before the Treasurer report.
- Stephen Dahl made a motion to approve the agenda as amended, Danny Tanner seconded. Motion passed.
- D/NSSD – Mary Ann introduced Angie Broud who will replace John Bowen on the Sewer Board. The Sewer district is very expensive at \$70.00 per month, \$925.00 per year for the debt service fee with an additional \$384.00. Mary Ann will contact D/NSSD and request a resolution.
- Mary Ann made a motion to nominate Angie Broud as the Township representative on the D/NSSD Board, Danny Tanner seconded. Motion passed.

5. Treasurers Report

Beginning Balance	\$609,668.44
Deposits	\$167,866.16
Expenses	\$242,950.58
Ending Balance	\$534,584.02

- We need to bill the Community School for their portion of the construction payment. Stephen will stop at the town hall to discuss the issue.
- Claim #12048 State of Minnesota: The Board requested this claim be held pending Dave Mounts approval.
- Send Dave an e-mail to remind Wendy Meierhoff to cancel the cell phone.
- Audience Query: We have to pay room charges to the Community School for Community Education?

6. Tabled agenda items from the previous month

a. Welcome to Duluth Signs:

- Dave went on line to scope out signs; he did find some but will investigate the quality. There is a sign vendor in Two Harbors and he could call Sherry Rovig to find out who the Fire Auxiliary used for the Fire Department and Township Hall signs. Sign size is 24 x 30.

7. Department Reports

a. Police Chief's Report

- We have a job opening from the retirement of Steve Peterson. Steve has expressed an interest in filling the position once again. Stephen Dahl made a motion to hire Steve Peterson as a Duluth Township Police Officer, Dave Mount seconded. Motion passed.
- Speed zone at the Community Center. The Police Department does have speed guns. Dave will contact our County Commissioner for a discussion; this issue has been a work in progress for the past two years with no resolution. At night the area is non-lighted with no road shoulders.
- The school is required to have an evacuation plan. The Old Apostolic Lutheran Church has offered their building as a refuge in the event of an evacuation of the Community School.

b. Fire Chief's Report

- Three quotes have been received towards the extrication equipment grant; we will make a decision on the quotes at the next fire business meeting. Extrication equipment includes but is not limited to Cutters, spreaders and the hydraulic equipment required for the removal of trapped people from vehicles.

c. Planning Report

i) Director's Report

- Our December 2nd meeting was held at the Community Center
 - The Krook review was not held. Mr. Krook did not have his documents in place for this meeting. The Planning Commission expects the papers in place for the January meeting.
 - A letter was received from the PCA regarding brown fields (contaminated fields). At this time they are considering the old Clover Valley School as a possible brown field. It is a lot of work to deal with brown fields; you would need an agreement from the landowner to go onto the property. This particular property has wetlands on both sides.
 - ISO Building Inspection Program (Building Code Enforcement). The Planning Commission discussed it at their last meeting. We already have ordinance standards and standards for erosion hazards we only have 2 flood zones, we have setbacks from streams and watersheds. Unless there is an advantage we have not considered we will not participate in this program.
 - Little Sucker River easement: The deeds have not yet been transferred.
 - Odyssey Development/Senior Housing: they are still thinking about it. Would the town back them? Policy laws have changed as to how the government funds these projects. Odyssey is interested in developing but they need to find the right area for building.
 - The Planning Commission is working on wind generator language for the Ordinance.
 - The Undue Hardship issue is on hold; it is likely the legislature will do something.
 - Sue received a call from Scott Smith regarding the Lannon liquor license request. Mr. Smith was curious as to whether there were issues or not. Sue contacted Susie Lannon; zoning for that area is neighborhood/commercial. The only issue is to make sure they have enough parking and space for loading. If the Board is considering signing off on the liquor license there would be no problems, and would be done pending Sue's approval. Clear Water (formerly Lakeview Castle) isn't

interested in having an off sale liquor license. Mary Ann Sironen made a motion to sign the form indicating we have no objection, Stephen Dahl seconded. Motion passed. The form is to be held pending the review by the Planning Director.

- Friends of the Knife River will be meeting at Lighthouse on Homestead from 7 – 9 p.m. December 15.
- Wordens BoA: we discussed a motion to revoke the permit. During discussion Wendy Meierhoff wondered if the conditions could be modified. The Motion was tabled to leave Wendy, with Danny Tanner's assistance, to see what they could come up with; we are meeting again at 6:30 p.m. January 25th. Sue suggested requesting a professional management company.
- Barb Crow is working on standards for short term rentals.

d. Legal

No legal report this meeting

e. Roads

i) Stormwater: \$400.00 was sent for the MS4 application.

- Roads are all sanded.
- Bob Rodda is done for the year
- Requesting a mixture of sand/salt for recycling.

f. Community Center

i) Community Education

- Cooking classes were held at the Town Hall with excellent results.
- Background checks: Do we require background checks on instructors who teach predominantly children? There are MN Statutes which deal with amounts of contact. Further discussion needs to take place. Dave Mount will start gathering information with Minnesota Association of Townships. A suggestion was made to contact other Recreation associations.

ii) Recreation

a. Coordinator:

- The pleasure rink is almost ready to flood. The dozer is now working on the hockey rink. There is some concern that hockey will dominate our recreation program.
- Rec. Director Kevin Pettis has some ideas about using the gym for other activities.
- Could we announce in the newsletter that we now have both a Community Ed Director and a Recreation Director?
- There will be a meeting to work out the kinks in our Recreation program, date and time will be posted at a later date due to holiday scheduling.

b. Rink/Warming house

- Moving along. Who should receive credit in the newsletter for the work being done?

iii) Construction

- Final walk through has been completed.
 - We have an agreed upon value of 6 million.
 - Builders risk has been removed.
 - The floor isn't quite dry enough for the rubber flooring.
 - Final change order for construction. There was only a 5% overrun.
 - Will there be a dedication? Yes sometime in the spring.

g. Town Hall

i) Public WiFi Hot Spot

- Dave Mount made a motion that the Board authorize Dave to spend up to \$300.00 installing WiFi in the town hall. Mary Ann seconded. Motion passed.

h. Materials Magement

i) Recycling

- Slippery in front of the dumpsters and recycling shed.
- The outside light is burnt out again, Alvin Anderson picked up extra light bulbs.
- Marlis will be out for 5 weeks. Kathy Peer has agreed to fill in for Marlis on Thursdays, Alvin will take her Saturdays.
- Locks have been frozen again. All are weather related.
- Sanitary district did come out for an electronic pick up.
- Unemployment Insurance: We are working with the State. The State has determined our recycling people are employees not independent contractors. On that topic, our snowplowing arrangement with Keith Darsow. Currently we pay him one bulk payment for his time and the use of his truck to plow our parking lot. With the need to make Keith an employee we will need a contract for his truck. Dave will contact MAT to see what they have. Until a contract is in place we will pay him as a town employee but have him charge us separately for the use of his truck.

ii) D/NSSD

i. Cemetery

- One funeral in November.

j. Communication

- Good information on hits on our web site.
- Newsletter: Everything to Don by the 23rd.
- The upcoming Planning and Zoning vacancy needs to be in the newspaper.

k. Personnel

a. W2's:

- Alvin Anderson, Marlis Livingston, Jody Anderson, Jo Thompson, Michelle Libby, Keith Darsow, Kathy Wiedemann and Kathy Peer.

b. Draft job description:

- Job format: There is much more on the draft than we need, we need to pare it down a bit. People who work hourly and people who work for a fixed monetary amount would have different formats, there should be a distinction. Dave Mount would be willing to condense the document.

8. Correspondence

- a. Pension Division Newsletter: noted
- b. City of Duluth, City Clerk's office: reviewed
- c. United States Department of Commerce: Dave will complete and return.

9. Old Business

10. New Business

11. Stephen Dahl made a motion to adjourn 9:15 p.m., Danny Tanner seconded. Motion passed.